



**Gila County Community College District
Governing Board Work Session Meeting
Electronic Meeting
December 3, 2020
APPROVED**

A Work Session Meeting of the Gila County Community College Provisional District Governing Board was held on November 26, 2020, with all Board members participating electronically by ZOOM. Gila Community College, pursuant to A.R.S. §38-431.02(B), notice having been duly given.

A portion of the recording of the December 3, 2020 BOG meeting was not available.

Governing Board Members Present:

Jay Spehar, President (via ZOOM)
Jan Brocker, Vice President and Secretary (via ZOOM)
Connie Cockrell, Member (via ZOOM)
Kurt Knauss, Member (via ZOOM)
Samuel I. Moorhead, Member (via ZOOM)

Governing Board Members Absent:

N/A

Also Present:

Pam Butterfield, Payson Campus Dean, Andrea Renon, Facility Coordinator, Ron Carnahan, Project Coordinator IT Gila County, Susan Gallo, Fiscal Coordinator, Leitha Griffin, PR Coordinator, Janice Lawhorn, Dean of Curriculum and Instruction and Senior Dean over Gila County and Heston Welker, VP of Administration/CBO.

OTHER GUESTS Roy Sandoval Gila County School Superintendent

1. Call to Order * Roll Call * Pledge * Acknowledge Guests

The Gila County Community College Provisional District Governing Board Work Session meeting was called to order at 9:00 a.m. December 3, 2020. President Spehar called roll. Member Moorhead led the Pledge of Allegiance.

2. Discussion

A. Swearing in of Board Members/Information/Discussion

Gila County School Superintendent Roy Sandoval swore in the following members; Jan Brocker, Connie Cockrell and Sam Moorhead. Jay Spehar excluded himself from the swearing in informing the Board that he would provide more information in the President's report.

B. Insurance from the AZ School Risk Retention Trust/Information/Discussion

President Spehar provided information on insurance from the AZ School Risk Retention Trust and its exclusions.

C. EAC HLC Consultant Report/Information/Discussion

President Spehar informed the Board that the report was included in their Board packet.

D. Payson High School Agreement

Dean Butterfield provided information on the Payson High School Agreement.

3. Reports

A. President/Board Report/Information/Discussion

During the time the recording was not available some important events took place:

President Spehar resigned.

The Board presented Susan Gallo with a framed certificate and a plant.

Charles Shire will no longer be representing the Board as he has moved out of the area.

RECORDING STARTS HERE: President Spehar stated that he felt part of the confusion was coming from the name Payson Campus. We all call it Payson Campus and if we all called it Gila Payson Campus it would help clarify the

relationship. President Spehar informed that he met with Senior Dean Lawhorn and wanted to let the Board know what had been discussed. President stated that before he leaves he will develop steps for the agenda process because Senior Dean Lawhorn was unfortunately left off of the agenda and all the associated copying of documents and etc. Also discussed with Senior Dean Lawhorn was staffing and how to optimize what we have. President stated that he forgot to mention that he intends to remain available to the Board and EAC as a resource for a period of time. He stated that he wants to make sure the transition is smooth and that we move forward in an organized, productive and constructive manner. President called for questions or comments on the President's report. There was no response.

B. Dean's Report/Information/Discussion

Andrea stated that she did not have any updates to her written report included in the Board packet. She reviewed her report for the Board.

Maintenance Department reported that the parking lot at the Allied Health Building has been completed.

The sprinkler system for the grounds has been repaired and timers adjusted as needed.

New lights have been installed at the Regional Training Center.

Maintenance is preparing all buildings to assure cracks are filled and prepared for painting.

New door has been ordered for Sr. Dean Lawhorn's office located in the Administration building at the Globe Campus.

Drinking fountain was ordered and has been installed.

A virtual meeting with Sara Ansell, Client Success Manager, to review and provide feedback on the Freeport-McMoRan End of Year Impact Report. The report was submitted on November 3rd.

On November 9th Gila Pueblo Administrative Staff attended Registration & Financial Aid training.

Reviewing and preparing Summer Schedule.

Coordinating with Globe Unified School District and Miami Unified School District on additional Dual Enrollment courses for 2021-2022

Ongoing student advising

Interim Campus Coordinator attends the following EAC/GCC meetings as scheduled: GCC Board meetings, Administrative Cabinet, Executive Council, Administration and Faculty meetings and Planning and Steering.

Andrea called for questions or comments. President Spehar requested numbers on fall enrollment. Andrea responded with the figures sent to her from Dean Butterfield. Enrollment is a negative 16.80% and FTSE reduction is a negative 21.25%. Member Moorhead informed that he would like to see a second road considered at the Allied Health Building because there is only one way in and out. (Copy attached and made a part of the official minutes.)

C. Dean's Report/Information/Discussion

Dean Butterfield reviewed the items in her written report included in the Board packet.

On November 2, 2020 Dean Butterfield and Leitha Griffin attended an AZ at Work meeting in Payson. They also met with the new Economic Development Director for Payson.

On November 10, 2020 Sr. Dean Lawhorn, Sharon Montoya, Financial Aid Director and Heather Augenstein, Registrar, held a training for Payson Campus Office staff.

On November 10, 2020 the Dream Builders program through the SBDC began its program in Payson. There are 10 students in the program in Payson. She stated that there are also students in Globe but she did not have those numbers.

On November 16, 2020 Dean Butterfield attended the Town of Payson Economic Development Advisory Committee (EDAC) meeting for Payson.

On November 20, 2020 Payson Campus submitted a request to the Richard F. Caris Foundation for STEM equipment. She informed that she should be able to report to the Board in January on the equipment that they will supply to the Payson Campus.

On November 24, 2020 Payson submitted the Fire and Emergency Services Higher Education (FESHE) application to have the Fire Science Degree recognized as meeting FESHE standards. We should hear a result in 60-90 days.

Dean Butterfield added to the report that the application had to be resubmitted due to an omission.

Dean Butterfield informed that she had the enrollment numbers and the format is new. The FTSE for academic is 14507 and for vocational it is 68.4 for fall 2020. There is additional credit for open entry and additional classes 628.5 and short term is 20. Annualized FTSE 93.48 for fall 2020 which is down 38% on academic and on the vocational we are at 41.13 down 11.1%. Member Cockrell asked if the decreases were due to the pandemic. Dean Butterfield responded with a yes and that she lost eight instructors and seniors who did not want to come on campus. Dean Butterfield expressed feelings of confidence that the numbers will increase again once the pandemic is over.

VP Broucker asked for the name of the new Economic Development Director. Dean Butterfield stated that her name is Courtney but could not recall her last name but will send it to her. VP Broucker then asked how much the Caris Grant is. Dean Butterfield stated that she had requested about \$250,000. She does not know the amount we have been awarded as it is submitted to the EAC Foundation and then she will receive copy of what was submitted. She informed that the request had to be resubmitted because they no longer wished to fund nursing. More science equipment was requested once the nursing supplies were eliminated.

President Spehar questioned if the Fire Science Certification is being done district wide. Dean Butterfield stated that yes it was and the certification is for the degree so anyone who earns the degree will be certified.

President questioned how the Caris Grant was being administered. Dean Butterfield explained that it goes through the EAC Foundation. President Spehar asked that Dean Butterfield put together a presentation about Caris for the next

Board meeting. Dean Butterfield stated that there are several items that are over the limit that will be coming before the Board. (Copy attached and made a part of the official minutes.)

D. Financial Report/Information/Discussion

Susan Gallo informed the Board that in November she sent the final recap of the fiscal year ending June 30th 2020. She is still working with VP Welker reconciling the invoices for the year end and first quarter concerning the District Overhead so that is not finalized yet. She stated that she will meet with VP Welker sometime this week. Susan informed that she has not received the October financial report from EAC. She also stated that she will prepare the financial recap before she leaves. Susan thanked the Board and expressed to the Board that she had enjoyed working with them. President called for any discussion on the financial report; there was no response.

President Spehar had technical difficulties and was dropped out of the meeting.

VP Bocker asked if it was okay with the Board if she proceeded with the agenda items. She asked Susan if she would be sending the Board items before she left and Susan responded that yes she would. Her last day is December 31.

4. Standing Business

A. Update on the Accreditation Strategy/Information/Discussion

Vice President Bocker stated that she had nothing to report at this time but hopefully will have something next year.

B. Update on the Board Policy Strategy/Information/Discussion

Nothing to report at this time.

C. Update on the Legislative Strategy/Information/Discussion

Nothing to report at this time and if President Spehar is able to join the meeting again he will report. Member Moorhead stated that it doesn't appear there will be a special session.

D. Update on Communication Strategy/Information/Discussion

Leitha attended the Workforce Quality Initiative Business Leadership meeting in Payson and Globe. She also attended the Third Annual Cobre Valley Water Forum via ZOOM.

Researching construction prices for a digital sign in Payson. She hopes to have a packet together for the next Board meeting. Currently working on promoting spring classes.

President Spehar was able to re-join the meeting at this time.

E. Update on Partnering Strategy/Information/Discussion

President Spehar stated that he had nothing to report at this time. He said it was hard to do any partnering with COVID.

F. Update on Funding Strategy/Information/Discussion

Member Moorhead stated that he had nothing to report on Funding Strategy.

G. Update on Freedom of Expression Committee/Information/Discussion

Member Moorhead stated that both subcommittees, the Payson Campus and Gila, met for the first semester of this year. The letter reporting on the year-long life of the Freedom of Expression Committee was drafted and submitted at the Capital. The day he arrived the Capital was closed due to threats that were made against the Secretary of State. The letter was delivered to the security people at the House and the Senate and he was taken to the Secretary of State's office. Member Moorhead informed that the requirement for the yearly report being delivered to the three offices has been satisfied.

5. General Information and Discussion of the Same/Information/Discussion

President Spehar stated that at the last meeting there was discussion regarding changing the day of the meetings. Senior Dean Lawhorn shared with the Board her problem with attending on Thursdays due to prior commitments.

It was agreed that Wednesday would be acceptable for everyone. It was determined that the second Wednesday would be the new meeting day.

A. The next District Governing Board meeting is the second Wednesday January 13, 2021, at 9:00 a.m.

President Spehar stated that he would be attending the January meeting unless he heard otherwise.

President Spehar announced that the Work Session Agenda has concluded unless anyone has anything else.

President stated he would entertain a motion to adjourn the Governing Board Work Session. Before adjourning President asked if Board members would like a break. It was determined that there would be a five minute break. The regular session would convene at 10:20 a.m.

6. Adjournment/Action

Motion 12032020#1


Member Cockrell moved to adjourn the Work Session. Member Moorhead seconded the motion. All in favor please signify by saying aye. Opposed please signify by saying nay; there was no response. Ayes have it; motion carries. Work session meeting is adjourned and the Board will convene at 10:20 a.m. into the regular meeting. (Brockner, Cockrell, Knauss, Moorhead and Spehar voting in favor.)

Meeting adjourned at 10:12 a.m.

Respectfully submitted,

Recording Secretary

Attest:


Connie Cockrell
Secretary