



**Gila County Provisional Community College District  
Governing Board Meeting  
Electronic (Zoom) Meeting  
Wednesday, September 1, 2021  
FINAL APPROVED**

**1. Meeting was called to order by President Bocker at 9:01 a.m.**

**Board Roll Call** – VP Moorhead present; Secretary Cockrell present; Treasurer Knauss present; Member Shipley excused absence; President Bocker present

**NOTE:** Four members present for a Quorum

**Also Present:** Ron Carnahan, Project Coordinator/IT; Andrea Renon, Gila Pueblo Campus Coordinator; Ann Knights, Payson Campus Coordinator; Janice Lawhorn, Interim Senior Dean, Gila Pueblo/Payson Campuses; Trae Morris, EAC Associate Director/Bursar/GCPCCD Financial Liaison; Jessica Scibelli, Gila County Deputy Attorney

**Pledge of Allegiance** – led by VP Moorhead

**One Guest via Zoom (muted):** David Sowder, Arizona Silver Belt

**Call to the Public:** read by President Bocker – no one asked to speak

**2. Reports**

**A. President's Report – Dr. Jan Bocker**

- Pres. Bocker relayed a thank you from former Dean Pam Butterfield to the Board for the Southwest Airlines gift card. Note: Pam is currently walking a portion of the 500-mile Camino de Santiago across Spain.
- Pres. Bocker attended two of the August Saturday evening concerts on the Payson Campus, fundraiser for Friends of Rim Country GCC and enjoyable evening activity for a good cause.
- August 11 – met (via conference call) with County Manager James Menlove and County Deputy Attorney Jessica Scibelli regarding redistricting plans as well as GCPCCD's pursuit of accreditation.
- August 16 – met with Sr. Dean Janice Lawhorn to discuss Gila County's interest in classes for employees/potential employees in our communities. Also discussed how to strengthen communications regarding GCPCCD Campus programs and activities.
- August 23 – phone call with Gretchen Jacobs (lobbyist). Gretchen had a very positive conversation with State Representative Jennifer Pawlik on the House Education Committee.
- Noted that the Board Packet contains the Gila County Redistricting Advisory Committee Application Form if anyone is interested. VP Moorhead's wife plans to apply, and he also noted that current and former school board members are eligible to apply.



### **B. Sr. Dean's Report – Dr. Janice Lawhorn**

- Sr. Dean Lawhorn and Andrea Renon met with County Manager James Menlove in Globe and extended an invitation for him to attend the Advisory Board meeting planned in October. Gila County is in dire need of employees but needs help setting priorities and identifying what type of qualifications/skills are needed. Dr. Lawhorn assured him that GCPCCD would be a willing partner in providing the desired training and education. She also proposed “process mapping” to help Mr. Menlove define a clearer decision-making direction. Mr. Menlove also wants to connect with high school students to create pathways toward various County positions. Dr. Lawhorn believes he could be an excellent member of the Advisory Committee.
- Pres. Bocker asked if a date had been set for the Advisory Committee Meeting. Dr. Lawhorn indicated it is scheduled for October 27 from 10am -1pm at the Bouillon Plaza in Miami.
- Dean Lawhorn presented an Enrollment Report for 8/31/21 (updated from 8/23/21 Report included in Board Packet). There's been a downturn in Gila Pueblo enrollments mainly due to lack of a chemistry class (no instructor), and the resignation of the Dental Assistant program instructor (Aug 11). No new cohort Dental Assistant cohort was started, but the current cohort is continuing. She hopes to have a new instructor in the Spring. A new externship agreement may be signed with Copper Vista Dental. Also, changes in dual enrollment English classes offered at the high school have decreased enrollments. Gila Pueblo Campus is also in desperate need of a Welding instructor. The Math instructor has not been replaced, and Dean Lawhorn is considering redefining that position and hiring a full-time Welding instructor if one can be found.
- Payson Campus enrollments have increased, partially due to additional dual credit course enrollments at the high school. Two new instructors have also increased enrollments in the Art classes. Enrollments are down in Business courses, but a new Real Estate class starting late Fall Semester should increase those numbers.
- Gila Pueblo also lost full-time HCE instructor, so some of those students moved to Payson classes. HPE is up, but the Nursing program is down across both campuses.
- VP Moorhead asked for clarification about an impending budget meeting. Sr. Dean Lawhorn confirmed that there was no mention of an upcoming budget meeting. Pres. Bocker indicated there may be one scheduled in late Fall, but it was not part of Sr. Dean Lawhorn's report.
- Pres. Bocker asked if there was any need to be alarmed about enrollments. Sr. Dean Lawhorn said there might be some additional changes in the enrollment summary, but that overall enrollments seemed to be recovering in relation to the previous (COVID-influenced) academic year. Dr. Bocker asked for an updated enrollment report once Fall Semester was finalized.
- Sr. Dean Lawhorn indicated she is hoping to expand Business offerings at both campuses, as well as planning to hire a new English instructor in Payson next year.
- Pres. Bocker asked GC Financial Coordinator Morris if he could still prepare a report that contains demographic information for registered students. Trae Morris will contact Institutional Research to generate that report, and it should be available for the October Board Meeting.

### **C. Gila Pueblo (Globe) Campus Report – GPC Coordinator Andrea Renon**

- NOTE: The wrong report was included in the Board Packet, so minutes are based on verbal report and corrected written report.
- Several maintenance projects were completed including revamping gutters, painting projects, soundproofing Administration offices, and adding shelving and additional stations in the Cosmetology classroom.
- August 10 – flood and grounds clean-up at the Hayden facility



- Classrooms and hallways were painted at the Regional Training Center
- Campus vehicles were serviced
- August 2 – Darla Bradford started as Admin Asst/Cashier at the GP Campus
- August 16 – Nanette Quam started as Admin Asst/Cashier at the GP Campus
- August 22 – Full-time Allied Health Instructor resigned
- August 23 – Fall Semester Courses began
- Held/Attended Convocation (8/17); Fall Instructor Meeting (8/19); CVIT Parent's Night ((8/19); Program Portfolio Meeting (8/20)

#### **D. Payson Campus Report – PC Coordinator Ann Knights**

- August 12 – Controller Troy Ainsworth, Vice-Controller Alma Flores and GC Financial Coordinator Trae Morris visited the Payson Campus to tour the campus and discuss processes.
- August 13 – Thatcher Police Officer Lines met with Payson Campus Security.
- August 16 – Sr. Dean Lawhorn on campus for Fall 2021 Payson Campus Faculty Orientation.
- August 17 – All-employee Fall 2021 Convocation was held electronically from Thatcher Campus.
- August 20 – Jason Edington from the Thatcher Center for Teaching and Learning (CTL) provided Canvas training for all interested and available instructors. Coordinator Knights attended the Portfolio training via Zoom.
- August 23 – Fall 2021 Semester began. Coordinator Knight attended the COVID Task Force Meeting via Zoom.
- August 26 – Coordinator Knights attended the Faculty and Administration meeting via Zoom.
- August 30 – Sr. Dean Lawhorn and Coordinator Knights met with PUSD Superintendent Linda Gibson, PHS Principal Jeff Simon and NAVIT Superintendent Matt Weber.
- Coordinator Knights and facilities staff meet each Friday for updates on projects:
  - All custodial projects scheduled between Summer and Fall Semester are completed.
  - Computer Labs have been imaged.
  - Work has begun in the Biology Lab to install new outlets and network connections for equipment purchased through the Caris Foundation Grant. A new TV has also been installed in that Lab.
  - A new switch cabinet installation has been completed.
  - Tentative dates have been discussed re: additional IT/Maintenance projects to be coordinated between the Payson and Gila Pueblo campuses.
  - The annual Johnson Controls inspections are complete.
  - Storage units have been painted.
  - The Cosmetology remodeling project is complete.

#### **E. Financial Report – GCPCCD Financial Coordinator Trae Morris**

- The July 31, 2021 Financial Report is included in the Board Packet. It is the first month of the new fiscal year. Total expenditures are at 3% of budgeted amount, so the College is initially well-positioned. Budgeted revenues are not listed but should be included in August report.
- End of 2020-21 FY report will be available in October. The 4<sup>th</sup> quarter invoice from EAC will be sent soon.
- Pres. Bocker noted that she'd like to see the 2022-23 FY budgeting process start in late Fall. Morris would like to be included in that process, and Pres. Bocker agreed that would be helpful for all involved.



### 3. Standing Business

- A. **Accreditation Strategy** – President Bocker spoke with Marla Morgen, General Counsel at the Higher Learning Commission (HLC) who is in charge of the accreditation eligibility process. Normally that process takes 2-3 years. Morgen was very supportive, reviewed the eligibility criteria, and answered questions regarding any potential roadblocks. She does not foresee any major problems at this time. Pres. Bocker hopes to start this process by January 2022. She will be forming a new Accreditation Committee soon to get others involved.
- B. **Funding Strategy** – Member Shipley absent
- C. **Legislative Strategy** – VP President Moorhead indicated that Proposition 208 had gone to the AZ Supreme Court for review. The Court has made a statement that the Proposition may be unconstitutional, and funding from that source may be impacted by expenditure limits. Pres. Bocker clarified that Prop 208 is regarding the corporate tax, and Prop 207 is the Smart and Safe funding for schools to be sure Board members did not confuse those funding sources.

Regarding the statewide election audit, there is a concern that Maricopa County Supervisors may have not complied with the subpoena and are in violation of state law. However, attention has turned to the redistricting process. Current County and State boundaries will be withdrawn, and committees will determine how the lines will be redrawn. Jesse Bryant from Globe requested that VP Moorhead ask the Board to include a redistricting resolution on the next Board meeting agenda. VP Moorhead will forward that information to Pres. Bocker.

- D. **Community Relations/Workforce Development** – Treasurer Knauss reported that the Gila County Trade School Team has been working on some grants to developing trade schools. He has recently been involved with the flood cleanup in the Globe area, but will try to connect with that group as they are also interested in the GCPCCD Advisory Committee. Marketing/PR Coordinator Griffin indicated that she will be participating in the Globe Health Care Fair, as well as the Show & Shine fundraiser. Based on Treasurer Knauss' request, Griffin will forward the Show & Shine fundraiser flyer to all Board members.

### 4. New Business –

- A. **IGA – GCPCCD/GCBOS Redistricting Advisory Committee** – Gila County will include GCPCCD in the redistricting effort that takes place every 10 years after the Federal Census is completed. Pres. Bocker said there should not be any expense to the College, and asked County Deputy Attorney Scibelli if she had any comments since she had reviewed the document. Scibelli stated that the document looked good.

Discussion: VP Moorhead thought this was a good idea since the County is redrawing boundaries and we have a vested interest in the process.

**Motion to approve made by Secretary Cockrell; seconded by VP Moorhead.**

*Call for the question:* In favor – 4; Opposed – 0; Abstained – 0. Motion carries to approve contract.



- B. IGA – EAC/GCPCCD/Trinity Baptist Church** – Cost is \$600/semester for two classes that will be held at this facility. Coordinator Morris noted that a date on the contract needed to be corrected. Coordinator Renon will make the correction.

**Motion to approve made by Treasurer Knauss; seconded by VP Moorhead.**

*Call for the question:* In favor – 4; Opposed – 0; Abstained – 0. **Motion carries to approve contract.**

- C. University of Arizona 50/50 Challenge Grant** – Sr. Dean Lawhorn and Coordinator Renon walked the campus with Maintenance Supervisor Derryl Meeks to determine firewising/vegetation clearing needs. The grant has an October deadline for submission. It could include a firewise demonstration, interpretative signs on the Gila Pueblo property, and a water harvesting demonstration. Chris Jones from U of A will write the grant, and the College would need to provide \$20,000 in financial support. Mr. Jones would also teach two master gardener classes to meet grant requirements. Pres. Bocker clarified that the contract should be with GCPCCD (not EAC), similar to the Bark Beetle Project Grant in Payson. Dr. Bocker also asked if \$20,000 was the total cost (since that's the grant limit) or if the College would be matching the grant amount of \$20,000. Dr. Lawhorn indicated we would approve and pay for the two classes (\$4,800) and that the \$20,000 would be the College's "match" for the proposed \$20,000 grant. Pres. Bocker did not believe an IGA was needed since U of A is writing the grant. She recommended that the Board approve a maximum of \$25,000 toward the U of A 50/50 Challenge Grant/Project to cover matching amount and the two proposed classes.

**Motion to approve \$25,000 toward the U of A 50/50 Challenge Grant made by Secretary Cockrell; seconded by VP Moorhead.**

*Call for the question:* In favor – 4; Opposed – 0; Abstained – 0. **Motion carries to approve \$25,000.**

- D. Part-time Marketing Position in Payson** – While EAC makes the final decision regarding current positions on the GCPCCD campuses, Pres. Bocker would like the Board to recommend that the open half-time position in Globe be advertised and filled in Payson. Treasurer Knauss agreed that having a marketing presence in both Globe and Payson made sense, and that cooperation between the two campuses could continue. VP Moorhead concurred. Sr. Dean Lawhorn indicated that after several recent discussions there was agreement to move the open half-time position to Payson. Hopefully at some point the position will become full-time. Pres. Bocker said that was good to hear since she is reluctant to approve new positions because of the impending accreditation process. Lawhorn clarified that the request at the last Board meeting for a new half-time position could be withdrawn. Pres. Bocker stated that this was a different agenda item, and merely a recommendation from the Board.

**Motion to approve the recommendation of moving the half-time Marketing position from Globe to Payson made by VP Moorhead; seconded by Secretary Cockrell.**

*Call for the question:* In favor – 4; Opposed – 0; Abstained – 0. **Motion carries to make the stated recommendation.**



**5. Consent Agenda – Minutes from August 11, 2021 meeting.**

Pres. Bocker indicated she had prepared the minutes and that Secretary Cockrell had reviewed them.

**Motion to approve made by Secretary Cockrell; seconded by Treasurer Knauss.**

*Call for the question:* In favor – 4; Opposed – 0; Abstained – 0. **Motion carries to approve 8/11 minutes.**

**6. General Information and Discussion of the Same –**

**The next Regular Governing Meeting is scheduled for Wednesday, October 13 at 9am.** President Bocker will be traveling but should be available.

VP Moorhead asked that Jesse Bryant's redistricting resolution be put on next month's agenda, as well as a discussion item regarding a potential Gila Pueblo campus evaluation by the Tri-City Fire Department. He felt the Campus "dodged a bullet" with all the fire and flooding issues in the Globe area, and that there should be some assessment as to how well prepared the campus is for natural disasters. Pres. Bocker asked Campus Coordinators if those types of evaluations are done on either campus. Coordinator Renon will find out more by checking with Maintenance Supervisor Derryl Meeks and Fire Chief Nick Brennan. Coordinator Knights said Fire Marshalls regularly inspect smoke alarms on the Payson Campus, and that the Bark Beetle/Firewising Project will commence on that campus in September.

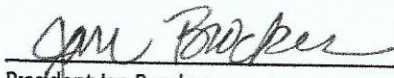
**7. Adjournment**

**Motion to adjourn made by Treasurer Knauss; seconded by Secretary Cockrell.**

*Call for the question:* In favor – 4; Opposed – 0; Abstained – 0. Motion carries to adjourn.

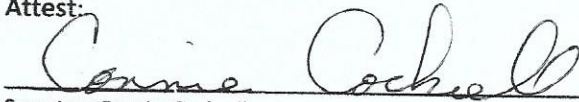
**Meeting was adjourned at 10:22 a.m.**

Respectfully submitted,



President Jan Bocker  
Recording Secretary

Attest:



Secretary Connie Cockrell  
GCCCD Governing Board Secretary