



**Gila County Community College District
Governing Board Work Session Meeting
Electronic Meeting
March 10, 2021
APPROVED**

A Work Session Meeting of the Gila County Community College Provisional District Governing Board was held on March 10, 2021, 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.

Governing Board Members Present:
Jan Bocker, President (via ZOOM)
Connie Cockrell, Secretary (ZOOM)
Kurt Knauss, Treasurer/CFO (via ZOOM)
Samuel I. Moorhead, Vice President (via ZOOM)
Fernando Shipley, Member (via ZOOM)
Governing Board Members Absent:

Also Present:

All attendance via ZOOM.

Pam Butterfield, Payson Campus Dean, Andrea Renon, Facility Coordinator GPC, Ron Carnahan, Project Coordinator IT Gila County, Leitha Griffin, PR Coordinator, Janice Lawhorn, Dean of Curriculum and Instruction and Senior Dean over Gila County, Jessica Scibelli, Gila County Attorney's Office and Heston Welker, VP of Administration/CBO.

OTHER GUESTS David Sowder, the AZ SilverBelt/Copper Country News

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

President Bocker called to order the Governing Board meeting of March 10, 2021 at 9:01 a.m. President Bocker called roll and announced there was a full Board. Secretary Cockrell led the Pledge of Allegiance. President Bocker announced that Leitha sent out a couple of documents after the Board Packet was sent. One of those documents would be the proposed realignment of the committees within the Board structure.

2. Discussion

A. Board Subcommittee/Information/Discussion

President Bocker informed the Board the committees have been narrowed down to a total of four.

First is the Accreditation Strategy—President Bocker will chair and Secretary Cockrell—committee member

Second is the Legislative Committee—VP Moorhead will chair and President Bocker—committee member

- Freedom of Expression function

Third is the Workforce Development/Community Relations Strategy—Chair Treasurer/CFO Knauss—committee member Shipley and Secretary Cockrell and Leitha Griffin will also serve.

President Bocker stated that Treasurer/CFO Knauss may want to speak to the idea that Workforce Development should be emphasized within what we do at the Community College. President Bocker thought that just having Community Relations Strategy as the title would incorporate Workforce Development as well as the Marketing functions, the Partnering Strategy and all those things that are being incorporated into that committee. Treasurer/CFO Knauss provided information regarding reaching out to the community to build strong relationships and identifying community needs and future growth. There was discussion about what the title should be. Treasurer/CFO asked about putting Community Relations first and then/Workforce Development Strategy. President Bocker approved that title. The final committee is the Funding Strategy—Member Shipley will chair and VP Moorhead—committee member. President Bocker called for suggestions or questions. There was no response.

3. Reports**A. President's Board Report/Information/Discussion**

President Bocker informed that the Board met this past Saturday. The meeting was held at the Sheriff Substation near Roosevelt Lake. The Board met for about five hours and reviewed the Five-Year Strategic Plan which is up for renewal but decided because there is so much going on right now that there may be a better time to address the renewal. The Operating Agreement and the IGA with EAC was discussed so that all Board members understood it to gain a better understanding of the contract provisions and determining how we work together going forward. There are significant bills in the Legislature that could impact us and President Bocker said VP Moorhead will be reporting on it.

President Bocker stated that the curriculum development process was discussed. How to best address the needs of our communities and then follow up to make sure it gets to those who can make things happen. The reorganization of the committees was discussed and much time was spent discussing our Accreditation process. President Bocker stated that she will be meeting with the County Manager tomorrow to see how the County might be willing to support us. President Bocker informed she has been meeting with our lobbyists also with lobbyists from some of the other community colleges. She has met with one of the State Representatives. President informed that we are moving out of the Provisional District status and becoming fully organized within the State of Arizona.

B. Coordinator's Report/Information/Discussion

Coordinator Renon reported:

- The Automatic gate was hung at the Maintenance area.
- A light fixture was replaced in the Allied Health Building.
- Library shelves to be removed in preparation for additional media power installation
- Sharps container disposal.
- Summer and Fall schedules are being prepared for submission.
- Employee Evaluations are being prepared.
- Advertising Plan with Leitha
 - Promoting Dual Enrollment
 - Letters to Seniors
 - Advertising for Summer/Fall
 - Community Advertising

President Bocker asked about registration for Summer and Fall. Andrea provided the date of March 22nd. President also questioned Spring Break and Andrea provided dates of the Spring Sprinkle since there is no usual Spring Break this year. (Copy attached and made a part of the official minutes.)

C. Dean's Report/Information/Discussion

Dean Butterfield informed the Board that they have been promoting dual enrollment. Letters were sent to the parents of all the sophomores and juniors talking about the opportunities with the College. She also reported that she has had several calls from parents asking for more information.

Dean Butterfield reported the following:

- Met with Jeff Simon the Principal at Payson Unified regarding potential new dual enrollment instructors. They may have a new math instructor who is Masters prepared and they are hiring a new biology instructor for 2021-2022 school year. February 24, 2021—Met with potential EMT instructional support personnel for Fall 2021.
- Dean Butterfield stated she was very excited to report that she found a potential chemistry instructor for the Payson Campus for next year. This instructor position will be coming to the Board as a new adjunct hire.
- Summer and Fall schedules are available. Registration begins March 22, 2021
- March 8—Annual evaluations for all full-time employees in Payson have been submitted.

Dean Butterfield reported that there is a new Trail sign out on the trail from volunteers of Outdoor Arizona. Ninety Six trees have been identified for removal. Three bids must be submitted. Dean Butterfield stated she will get with President Bocker and discuss what to do with the old dead trees.

The Dean's position for both campuses was posted this morning so that is available for the public.

There was some discussion on the old dead trees and what the grant allows. (Copy attached and made a part of the official minutes.)

D. Financial Report/Information/Discussion

VP Welker presented the financial Statement to the Board. He explained that there is one with an updated date of 1/31/21 but the only change was the date. The figures are all correct. VP Welker stated that this is the summary and does include the 2nd Quarterly Overhead that was billed between the last Quarterly Overhead and this one. VP Welker called for questions. President Bocker asked about the time line of items they should be attending to such as budget approval, public notice for taxation, and budget publication. VP Welker proposed that GCC get on the same schedule as EAC to make it easier to manage getting all the publication out on time. Gila usually gets it out a month before EAC. He stated the only statutorily required thing to do is get it done in May and follow the parameters. VP Welker provided details on how everything would be handled. Questions were asked and discussion took place. VP also provided information on the TNT and dates. He indicated he would lay everything out for the Board. He also said he

would be available to meet with President Bocker and Treasurer/CFO Knauss and he will provide dates. Member Shipley had a question and VP Welker responded. VP Moorhead had questions and VP Welker provided information on the expenditure limitation. VP Welker also reminded the Board that EAC was not able to handle the Grant used on the tree removal, therefore, it will fall to the District. Treasurer/CFO Knauss questioned presenting the grant information to the County since our property sits side by side with the County. He also questioned what happens to the trees that are removed. More discussion took place. Dean Butterfield informed VP Welker that she would get Kevin McCulley's contact information to him. Kevin is the FireWise Project Manager from the Payson Fire Department. President Bocker called for questions regarding the Financial Report and there was no response. President Bocker thanked VP Welker. (Copy attached and made a part of the official minutes.)

4. Standing Business

A. Update on the Accreditation Strategy/Information/Discussion

President Bocker stated by working under the old titles of Accreditation and Board Policy. One of the reasons the Board Policy Strategy was deleted was because a lot of items are now aligned with EAC such as tuition structure, program proposals, and program approval. President Bocker informed that she is laying some of the ground work in order to move forward with Accreditation. The biggest hurdle has been the 900 enrollment figure before we would be recognized as fully organized by the State. With the Bill that has passed in the House and has now been referred to the Senate would allow us to reduce the minimum requirement FTSE number to 450. This is what is currently being proposed. There could be some amendments to the Bill. The Bill number is 2830.

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

This item addressed under 4.A.

C. Update on the Legislative Strategy/Information/Discussion

VP Moorhead stated that as a gentle reminder we do have the Friday phone calls with our lobbyists. The main three items we are concerned with are: the cash expenditure limitation. There is a bill if passed would pretty much forgive exceeding our cash expenditure limitation for this current fiscal year and the next year. He stated if we do go over the cash expenditure limitation, one of the provisions in the bill is that it will cost \$100. The Appropriations bills or budget bills are still being considered. He stated he has not learned if the House has their own separate budget proposal or if they are going to have one. The Governor has one and the Senate has one and he stated it is usually a question of marrying the Governor's budget up with the Legislative budget. There is a separate Appropriations of \$400,000 earmarked for our College. That was the second item and the third item is the FTSE bill which is number 2830 which is being considered by the Senate. He informed he has not heard if the Senate approved the bill or if it has been amended. If the Senate amends the bill it will have to go back to the House. Arizona is part of a National Suit contesting some of the executive orders that President Biden has issued. President Bocker stated there is a proposal HB2523 that community colleges in rural areas with population of 750,000 or less would have the opportunity to offer 4-year programs. Maricopa and Pima would be excluded. The bill did pass the House 57 to 3 and is being referred to the Senate Education and Finance.

D. Update on Communication Strategy/Information/Discussion

Leitha informed that she attended the regular committee meetings that she normally attend each month. She has also been attending the EAC Website Design and Content meeting. She stated that yesterday she attended the Arizona at Work Town of Payson Economic Development and then the Axis Culture. Discussion regarding Workforce and customer service opportunities took place. Arizona at Work does not want to step on the College's toes in any way. They want to use the College first and foremost. She stated that she wants to bring in Sr. Dean Lawhorn if she is available. Leitha informed she has reached out to the local high schools about having a Senior Day meeting with the instructors who would provide information on some of the Workforce Programs. Miami High School is the only one that has replied. She is hoping to hold that in April. She is currently working on designs for a billboard on the East side of Globe and also new signage for the Regional Training Center. Lastly she is working with the Thatcher Marketing Department to create a promotional video for the Payson Campus to be used at the Payson High School. The video which they hope to have ready in April would feature our Cosmetology and Allied Health Programs. They are also designing a post card to be mailed out this summer. The post card details are being worked on. Treasurer/CFO asked Leitha to provide information on Arizona at Work. Leitha informed that they have funds and they reach out to understand the community needs. She stated that they have paid some of the costs for our students such as the Cosmetology kits. Secretary Cockrell indicated that she would like to attend one of the meetings and asked Leitha to invite her to the next meeting. Leitha wholeheartedly agreed.

E. Update on Partnering Strategy/Information/Discussion

No report given as no one is designated for Partnering Strategy

F. Update on Funding Strategy/Information/Discussion

VP Moorhead stated that he had nothing to report on funding but he and member Shipley will figure out when they can get together and start our Funding Strategy meetings.

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

VP Moorhead stated that the next big milepost as far as the Freedom of Expression Committee is when the Fall Semester starts, the Sub Committees on each campus meet and send the minutes to Leitha. In December he will prepare the letter for the State. President Bocker called for questions or comments and there was no response.

President Bocker asked Sr. Dean Lawhorn if she had anything to report. Sr. Dean responded that she had emailed Leitha that she didn't have anything to report but would like a one-liner on the agenda in case something comes up. She did report just as Andrea and Pam did that the two positions for the Deans at both campuses have been announced and it closes on April 7th. Sr. Dean Lawhorn did inform that there was a resignation at the Globe Campus and work is being done on this transition and she will discuss this matter off-line with President Bocker. She visited Payson Monday and Globe last Friday and Globe again yesterday. She stated she feels like she is really getting a handle on what is going on and that we have some really great employees at both campuses. Sr. Dean stated that Andrea and Pam are doing an awesome job. She will visit Payson again on the 15th.

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

A. The next District Governing Board meeting is the second Wednesday April 14, 2021, at 9:00 a.m.

President Bocker called for a motion to adjourn.

6. Adjournment/Action

Motion 03102021#1

Member Shipley moved to adjourn the Work Session. Treasurer/CFO seconded the motion. All in favor please signify by saying aye. Opposed: no response. Abstain; no response. Work session meeting is adjourned. (Bocker, Cockrell, Knauss, Moorhead and Shipley voting in favor.)

The regular session will convene at 10:20 a.m.

Member Shipley requested an excused absence for the regular session and it was granted by President Bocker.

Meeting adjourned at 10:10 a.m.

Respectfully submitted,


Recording Secretary

Attest:

Jan Bocker
President