Graham County Community College District
Regular Governing Board Meeting Minutes

August 11, 2022 – 12:00 p.m.
Student Services Building-Governing Board Room - 244

Roll Call: Present: Jeff Larson, Chair
Brad Montierth, Secretary
Richard W. Mattice, Member
Lois Ann Moody, Member

Absent: Tina McMaster, Member

Also Present: Todd Haynie, President; Heston Welker, Vice President of Administration; Susan Wood, Vice President of Academic and Student Affairs; Phil McBride, Senior Dean of Gila County Campuses; Laurie Pennington, Director of Enterprise Risk Management; Kris McBride, Director of Marketing and Public Relations; Keith Alexander, Special Assistant to the President, Community and Government Relations; Kenny Smith, Dean of Student Services; Aaron Burk, Dean of STEM; Aaron Westerfield, Director of Accreditation and Effectiveness; Eric Bejarano, Director of Small Business Development Center; David Udall, Executive Director of Foundation and Alumni Boards; Gary Sorensen, Dean of Students; Pete Chidester, Dean of Humanities, Social Sciences, and Fine Arts; Kevin Peck, Dean of Business, Computers, & ITE; Brad Lines, Computer Applications Analyst, Information Resources; and Jodi Keim, Recording Secretary.

Call to Order: Chair Larson called the meeting to order at 12:01 p.m.

Call to the Public: There were no comments from the audience.

Minutes: Mr. Mattice moved, and Mrs. Moody seconded, to approve the recorded minutes of the June 9, 2022 and July 18, 2022 Regular, Executive Session, and Special meetings. The motion carried unanimously (Moody, Mattice, Montierth, and Larson voting in favor). (Minutes attached and made part of the official minutes.)

Vouchers/
Financial Reports: Vice President Welker presented Financial Reports for the period of July 1, 2021, through June 30, 2022. An individual synopsis of all funds was presented. (Financial Reports attached and made part of the official minutes.)

Dr. Montierth moved, and Mr. Mattice seconded, to accept the following vouchers:

<table>
<thead>
<tr>
<th>PAYROLL</th>
<th>EXPENSE</th>
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<tbody>
<tr>
<td>#P1 (May) $2,911,832.55</td>
<td>#1 (May) $1,345,667.19</td>
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<tr>
<td>#P1 (June) $2,645,407.58</td>
<td>#1 (June) $2,223,199.87</td>
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The motion carried unanimously (Moody, Mattice, Montierth, and Larson voting in favor).

Reports

Greenlee County Advisory Committee: Special Assistant Alexander presented the name of Christin Harper for reappointment to serve a 3-year term on the Greenlee County Advisory Committee, expiring June 30, 2025. (Report attached and made part of the official minutes).

Mrs. Moody moved, and Mr. Mattice seconded, to approve the reappointment of Christin Harper to serve a 3-year term on the Greenlee County Advisory Committee, expiring June 30, 2025. The motion carried unanimously (Moody, Mattice, Montierth, and Larson voting in favor).

Gila County: Report attached and made part of the official minutes. Dr. McBride also announced that the Gila County Community College Provisional District Governing Board appointed Dr. Janice Lawhorn as their interim college president yesterday morning at their board meeting.

Foundation/Alumni: Report attached and made part of the official minutes.

Old Business

There were no Old Business items presented.
New Business

There were no New Business items presented.

Standing Business

Courses/Curricula:

Vice President Wood presented two new course proposals, seven course modifications, and one new curricula for consideration. (Report attached and made part of the official minutes.)

Mrs. Moody moved, and Mr. Mattice seconded, to approve the new courses, course modifications, and new curricula as presented. The motion carried unanimously (Moody, Mattice, Montierth, and Larson voting in favor).

Contracts:

There were no contracts presented for consideration.

Policies & Regulations:

President Haynie presented Policies 2200.00 “Competition with Private Enterprise,” 4670.00 “Suspension, Administrative Leave, Termination, and Non-Renewal,” and 5950.00 “Communicable Diseases, Vaccinations, and Accommodations,” for approval, and Regulations 2070.02 “Issuing a Timely Warning,” 2075.02 “Procedures for Alleged Violations of Civil Rights Not Covered by Title IX Sexual Harassment Regulations,” 2075.03 “Service and Assistance Animals,” 2200.01 “Guidelines for Providing Goods and Services,” 4020.02 “Full-Time Employment Positions: Publicizing Vacancies, Processing Applications, Testing, Screening, and Selections,” 4020.09 “Temporary Part-Time Classified Staff Employment Positions: Publicizing Vacancies, Processing Applications, Screening, and Selections,” 4020.10 “Background Verification,” 4670.02 “Procedures for Administrative Leave,” 5010.02 “Accommodations for Students and Prospective Students with Disabilities,” 5810.03 “Student Complaint Procedures,” and 5950.01 “Communicable Disease Transmission Control” for informational purposes only. (Report attached and made part of the official minutes.)

Mrs. Moody requested that regulation 4020.09, section C. be updated from stating the phrase, “appropriate College office” to “Human Resources Office” for consistency. She also requested that all references to “College President”, or “personnel designated by the College President” be consistent throughout the policy manual.

Mrs. Moody moved, and Mr. Mattice seconded, to approve Policies 2200.00 “Competition with Private Enterprise,” 4670.00 “Suspension, Administrative Leave, Termination, and Non-Renewal,” and 5950.00 “Communicable Diseases, Vaccinations, and Accommodations,” as presented. The motion carried unanimously (Moody, Mattice, Montierth, and Larson voting in favor).

Personnel:

President Haynie provided an update on personnel openings. (Report attached and made part of the official minutes.) Mrs. Moody requested that the Personnel Update consistently use the same terminology when stating the reason for personnel changes (departures). She also stated that she appreciated the additional details added to the report showing internal personnel changes (not made through the recruitment process).

General Information:

As permitted by A.R.S. §38-431.02(k), President Haynie presented a brief summary of current events.

President Haynie reminded everyone that faculty return to campus on Monday, August 15, and classes begin on August 22.

President Haynie called attention to the EAC Profile 2023 document included in the meeting packet. It provides statistical information for the District in the areas of population, industry, high schools, enrollment, personnel, programs, facilities, and budget. Also provided in everyone’s packet, is a current housing status report, and enrollment information from the past fiscal year. (Report and Profile 2023 document attached and made part of the official minutes.) Mrs. Moody commented that the 2023 Profile provided in the packet is an excellent source of information to share with others and she is pleased to receive it.

President Haynie noted that the overall District enrollment for the 2022 academic year had a 9.32% increase from the previous year. He added that as of this morning, we are up 4.2% year-over-year. We continue to see post-pandemic increases.
As of August 3, 2022, the current housing status shows our occupancy is at 82%. This is significant considering that we added 52 beds to campus with the renovation of Wesley Taylor. Our residence life director has indicated that she is receiving housing applications daily, so we anticipate the occupancy rate to keep rising. Much of this can be attributed to housing rate adjustments, renovation of facilities, and improved quality of our food services. The report also shows revenues for our housing has gone up three-fold. This is due in part to the increase of occupancy in our residence halls and the increase in the number of self-pay students. We have a goal and strategic initiative of improving the student experience here on campus and this really reflects efforts to that end.

President Haynie concluded by announcing the following upcoming events:
   • Women’s Volleyball scrimmage tomorrow, August 12, at noon, in the gym
   • Opening Social, August 15, at 6:00 p.m., in the activities center
   • Monster Symposium, August 16, at 8:00 a.m., in the Lee Little Theater (for all faculty and staff)

**Adjournment**

Mrs. Moody moved, and Mr. Mattice seconded, to adjourn the meeting. The motion carried unanimously (Moody, Mattice, Montierth, and Larson voting in favor). The meeting adjourned at 12:26 p.m.

Respectfully submitted,

/s/ Jodi Keim
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Jodi Keim
Recording Secretary

Attest:

/s/ Jeff Larson
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Jeff Larson, Chair

/s/ Brad Montierth
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Brad Montierth, Secretary