



**Gila County Provisional Community College District
Governing Board Meeting
Electronic (Zoom) Meeting
Wednesday, January 12, 2022
** FINAL/APPROVED ****

1. Meeting was called to order by President Brocker at 9:10 am

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

NOTE: A quorum was present

Also Present: LQ Harris, Software Support Specialist; Andrea Renon, Gila Pueblo Campus Associate Director; Ann Knights, Payson Campus Associate Director; Janice Lawhorn, Interim Senior Dean, Gila Pueblo/Payson Campuses; Trae Morris, EAC Associate Director/Bursar/GCPCCD Financial Liaison; Leitha Griffin, Marketing Coordinator; Jessica Scibelli, Gila County Deputy Attorney

Pledge of Allegiance – led by Treasurer Knauss

2. Call to the Public: Reading was waived since there were no guests online or on campus.

3. Reports

A. President's Report – Dr. Jan Brocker

- President Brocker noted that election of 2022 officers was omitted from the agenda. The election will take place at the February Board meeting.
- President Brocker asked Member Shipley if he planned to go the Insurance Trust seminar being held in February. Focus is on Campus Safety, so Member Shipley will try to attend if possible.
- A Chevrolet Equinox was purchased for the Payson Campus (to be paid in full). Unfortunately, President Brocker ran into problems acquiring other new vehicles as replacements for the aging GCPCCD fleet. Deputy County Attorney Scibelli found concerns about leasing contract wording. Anthony Contente-Cuomo, recently engaged through the Insurance Trust prepaid legal services program, advised the Board to wait a few months to see if more vehicles would be available and if prices went down. President Brocker clarified with Coordinator Morris that, as a government entity, we could not finance a vehicle. The other option is a municipal lease that can renewed every year, depending on budget approval. She will research this situation and hopefully position the Board to replace the vehicles at the beginning of the 2022-23 Fiscal Year. Coordinator Morris indicated that the EAC purchasing department would be happy to help with this process.
- President Brocker provided more information about Anthony Contente-Cuomo who works for Sims-Mackin firm specializing in educational law. He has worked with community colleges

throughout Arizona. She had an opportunity to talk with others who have engaged his services, and he comes highly recommended.

- President Brocker asked Associate Director Renon to update the Board on the Sparklight contract at the Gila Pueblo Campus. Deputy Attorney Scibelli believed she had responded to all questions from the Sparklight representative, so that contract should be finalized soon.

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

- Sr. Dean Lawhorn met with PUSD Superintendent Linda Gibson. The Advisory Committee meeting on February 7 will be a joint effort between the high school and EAC to help coordinate curricular opportunities. Payson High School students will be invited to attend a College Days event on February 23 or 24 on the Payson Campus.
- While IT was dealing with technical difficulties, Member Shipley interjected comments about a student falling on the Gila Pueblo Campus before the Winter Break. He was contacted by the Insurance Trust as the incident has been reported and is now under investigation. He also reviewed a Trust online survey about cybersecurity. He has asked Coordinator Carnahan about some of the questions/concerns but feels our campuses would be considered low risk.
- Dr. Lawhorn reviewed the report that shows approximately 70% of Spring enrollments. GPC enrollments are somewhat lower than last year. Payson enrollments have increased, especially dual enrollment courses. Because the cosmetology instructor at GPC was expected to resign at the end of the semester, there was no new cohort started. However, the instructor resigned early so there is an effort to finish out the current cohort. She will send an updated enrollment report next week.

C. Gila Pueblo (Globe) Campus Report – GPC Associate Director Andrea Renon

- There was a break-in at the Regional Training Center (RTC) and tools were stolen from an unlocked truck. Repairs have been made to the gate/fence that was clipped to gain access. The sheriff's department was contacted but did not require a report. Coordinator Renon did ask for a written report from Maintenance Supervisor Meeks.
- Member Shipley suggested filing a theft report with the police. President Brocker agreed since this would help determine if it's worth filing an insurance claim.
- Treasurer Knauss estimated the worth at approximately \$2,000 and recommended that tools should always be secured. Sr. Dean Lawhorn pointed out the importance of inventorying and securing all physical assets and is working with Supervisor Meeks to do so.
- Coordinator Renon requested a PT admin assistant to support Sarah Brewer in Cosmetology.
- MUSD sent over registrations for three courses. CIVIT registrations are also in progress.
- See written report in Board Packet for more information.

D. Payson Campus Report – PC Associate Director Ann Knights

- A part-time Cosmetology admin assistant position has been reopened.
- In late December, Payson Campus received a \$45,000 donation to be used for nursing equipment. A nursing simulator is on order and should be delivered soon.
- New Student Orientation was held the previous day.
- A few COVID positive cases have come up, so they are short-staffed. A student also tested positive, so they are determining COVID safety protocol for that class cohort.
- President Brocker asked how the Equinox would be used. Associate Director Knights has asked office and maintenance staff to use the vehicle for College business instead of their own vehicles.
- See written report in Board Packet for additional information.

E. Financial Report – GCPCCD Financial Coordinator Trae Morris

- The November 30, 2021 Financial Report is included in the Board Packet. Coordinator Morrison stated that estimated spending is on pace, and the College’s net position is good.
- President Brocker asked about recent deposits from Gila County. Coordinator Morris will verify what each of those deposits are for, and they will be included in the next report.
- Coordinator Morris reviewed the estimated FTSE count report that will be used for state appropriations. The most advantageous formula was used (average of past five years) which gave us a FTSE count of 725. Member Shipley asked if this number could be recalculated by the state if it turns out to be inaccurate. Since this is based on Auditor General’s annual reports already submitted, the calculation should be solid.
- There was some discussion that the “pipeline” for graduating high school seniors has been decreasing for several years. President Brocker commented that community colleges normally address needs for a wide spectrum of ages groups.

4. Standing Business

A. **Accreditation Strategy** – President Brocker had nothing new to report.

B. **Funding Strategy** – Member Shipley had nothing new to report.

C. **Legislative Strategy** – VP President Moorhead was absent. President Brocker attended the Legislative Forecast kicking off the 2022 Legislative session. She also mentioned the redistricting plan being completed by Gila County. A representative from the redistricting committee is planning to review the three proposed options at our next Board meeting. Treasurer Knauss asked about whether the redistricting will affect GCPCCD districts. President Brocker and Member Shipley both said it does not look like there will be significant changes, although the entire County should now be in the same State legislative district.

D. **Community Relations/Workforce Development** – Treasurer Knauss and Sr. Dean Lawhorn stated that FMI will be loaning two welding instructors to the College for the RTC courses that had already been scheduled for Spring Semester. Coordinator Griffin had several Gila Pueblo students promote Spring classes on KIKO radio station. She attended a January 26 FAFSA event. She is working with Axis Culture marketing firm to create videos for the Payson dual enrollment program. Two students – one at each campus – were awarded the Phi Beta Kappa All-Arizona scholarship. President Brocker asked if anyone was attending Chamber of Commerce meetings in Payson and/or Globe. Coordinator Griffin indicated she attends both meetings regularly and is a member of the Rotary Club in Globe.

5. New Business –

A. **Industrial Arts Faculty Position** – Sr. Dean Lawhorn asked that the approved Welding instructor position be changed to an Industrial Arts instructor position to increase curricular flexibility.

Motion to approve made by Member Shipley; seconded by Treasurer Knauss.

Call for the question: In favor – 3; Opposed – 0; Abstained – 0. **Motion carries to approve.**

- B. RTC/Freeport-McMoRan Contract Exploration** – Sr. Dean Lawhorn would like to determine if FMI would extend the RTC contract beyond the current renewable 1-year contract. This is because of the need to upgrade the facility and therefore to protect GPCCCD’s potential investment in the facility.

Motion to approve made by Treasurer Knauss; seconded by Member Shipley.

Call for the question: In favor – 3; Opposed – 0; Abstained – 0. **Motion carries to approve.**

- C. HVAC Trainer Equipment** – Sr. Dean Lawhorn introduced George Rocha who will be commuting from the EAC campus to teach the Globe HVAC courses. He asked for a piece of simulator equipment that will assist with HVAC (primarily air conditioning) training. The cost is approximately \$14,000 and the quoted equipment is much less than the only other competitor. EAC has purchased this item for the Thatcher campus, so it has gone through the EAC purchasing process. Workforce development funding can be used for this equipment. Treasurer Knauss commented about the importance of upgrading and updating equipment.

Motion to approve made by Member Shipley; seconded by Treasurer Knauss.

Call for the question: In favor – 3; Opposed – 0; Abstained – 0. **Motion carries to approve.**

- D. Fleet Vehicle Purchase Approval** – Associate Director Knights asked for purchase approval for the final price of \$34,687.33 for the 2019 Chevrolet Equinox.

Motion to approve made by Member Shipley; seconded by Treasurer Knauss.

Call for the question: In favor – 3; Opposed – 0; Abstained – 0. **Motion carries to approve.**

- E. Office Space on Payson Campus** – Associate Director Knights indicated the need for faculty office space with two new full-time faculty being hired. She asked the Board to approve Supervisor Meeks providing an estimate for reconfiguring one of the unused classrooms into office space. Member Shipley suggested that items like this not be an agenda item until actual expenditures are involved. **President Brocker removed this item from the agenda.**

- F. Part-time Marketing Position** – Coordinator Griffin stated there were only two applicants for the part-time Payson marketing position. One was not interested because of the salary, and the other was currently a student at GCU and not a Gila County resident. Coordinator Griffin proposed changing the title to Marketing/Graphic Designer and opening the position countywide. President Brocker expressed concern about not having a marketing presence in Payson, as well as the need for a more thoughtful process to determine organizational structure in preparation for the accreditation process. Coordinator Griffin stated that the salary is \$15.77/hour and has been advertised widely. Member Shipley interjected that he would move to approve the proposal to change the title and advertise the position countywide.

Motion to approve made by Member Shipley; seconded by Treasurer Knauss.

Call for the question: In favor – 2; Opposed – 1; Abstained – 0. **Motion carries to approve.**

- G. Contract/IGA Negotiation with Gila County** –Deputy County Attorney Scibelli indicated that Anthony Contente-Cuomo will be representing GPCCCD, while Attorney Scibelli will represent Gila County in

these negotiations. After informing the Board that the process to negotiate an IGA with Gila County for assistance with the accreditation process would proceed, **President Brocker removed this item from the agenda.**

- H. Regional Accreditation Application Process** – President Brocker asked for reaffirmation that the Board approved moving forward with the regional accreditation process through the Higher Learning Commission.

Motion to approve made by Member Shipley; seconded by Treasurer Knauss.

Call for the question: In favor – 3; Opposed – 0; Abstained – 0. **Motion carries to approve.**

- I. Contract/IGA Negotiation with EAC** – President Brocker asked for approval to schedule a meeting with EAC leadership and including legal counsel to attempt to renegotiate the current contract that will expire in June 2022.

Motion to approve made by Member Shipley; seconded by Treasurer Knauss.

Call for the question: In favor – 3; Opposed – 0; Abstained – 0. **Motion carries to approve.**

- J. GCPCCD Interim President/CEO Position** – President Brocker asked the Board for approval to post the position of Interim President/CEO for GCPCCD, hired by and reporting directly to the Board. She would like this person to be involved in upcoming major decisions, and Gila County has agreed to fund the position. Salary range is based on whether they are a Gila County employee with benefits or if they will be a contract employee without benefits. Dr. Lawhorn interjected the need to consider the importance of the Arizona State Retirement Fund. Member Shipley asked about a residency requirement. President Brocker said that is an important consideration, and that residency in Gila County would be a preference. It is most important to hire someone who can lead the College through the accreditation process and related transition.

Motion to approve made by Treasurer Knauss; seconded by Member Shipley.

Call for the question: In favor – 3; Opposed – 0; Abstained – 0. **Motion carries to approve.**

6. Consent Agenda

A. Minutes from December 8, 2021 meeting.

President Brocker and Secretary Cockrell have both reviewed these minutes. However, copy of minutes were not included in Board Meeting Packet.

Motion to table this item was made by Member Shipley; seconded by Treasurer Knauss.

Call for the question: In favor – 3; Opposed – 0; Abstained – 0. **Motion carries to table this item until the February Board Meeting.**

7. General Information and Discussion of the Same –

The next Regular Governing Meeting is scheduled for **Wednesday, February 9, 2022 at 9am.**

President Brocker will poll Board members to set up a date for a planning session in March.

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8. Adjournment

Motion to adjourn made by Treasurer Knauss; seconded by Member Shipley.

Call for the question: In favor – 3; Opposed – 0; Abstained – 0. Motion carries to adjourn.

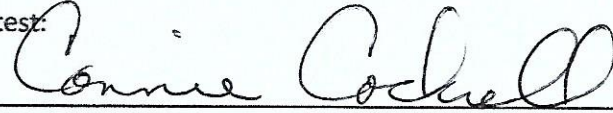
Meeting was adjourned at 11:04 am

Respectfully submitted,



President Jan Brocker
Recording Secretary

Attest:



Secretary Connie Cockrell
GCCCD Governing Board Secretary