



**Gila County Community College District
Governing Board Special Meeting
Gila Pueblo Campus
April 18, 2013
APPROVED**

A Regular Session of the Gila County Community College District Governing Board was held via ITV on April 18, 2013 in Room 522 at the Gila Pueblo Campus and Room 209 at Payson Campus, Gila Community College, pursuant to A.R.S. §38-431.02(B), notice having been duly given.

Governing Board Members Present:

Dr. Larry Stephenson, President
Samuel I. Moorhead, Secretary
Robert Ashford, Member
Armida Bittner, Member
Tom Loeffler, Member

Governing Board Members Absent:

N/A

Staff Present:

B. Stephen Cullen, Senior Dean, Pam Butterfield, Payson Campus Dean, Susan Gallo, Fiscal Officer, Ron Carnahan, Project Coordinator-IT Gila County, L.Q. Harris III, and Pam Moore, Recording Secretary.

Other Guests:

Brent McEuen, Executive Vice-President EAC; Ryan Harper, TriAdvocates; Jerry McCreary, Pinal Mountain Foundation; Mike Pastor, Gila County Board of Supervisors; and Beata Tarasiuk, CVIT.

1. Call to Order, Roll Call, Pledge and Acknowledge Guests

President Stephenson called the meeting to order at 2:37 pm, acknowledged the roll call by Pam Moore, and welcomed the guests. Secretary Moorhead led the Pledge of Allegiance.

2. Call to the Public

Beata Tarasiuk, Executive Program Director for CVIT, expressed her gratitude to Gila Community College and Pinal Mountain Foundation for making CVIT Day at GCC a huge success. The April 3rd event brought over 240 students from the local high schools. At the present time there are almost 100 students in the CVIT program. She hopes for an increase in enrollment next year. Students are currently enrolled in Fire Science, Welding, Medical Assistant, CNA, Cosmetology, Graphics and E & I programs.

President Stephenson would like a more in depth presentation at a future meeting.

Jerry McCreary informed the Board that the Pinal Mountain Foundation for Higher Learning fall scholarship applications are available today. Member Loeffler questioned the number of scholarships available. Discussion followed.

Member Loeffler informed the Board that the Partnering with Higher Education Committee lost member Dr. Trent due to other obligations and he is looking for someone to represent the Globe area.

3. Reports

A. President's Report/Information

A.1. Presentation to Gila County Board of Supervisors

President Stephenson informed the Board that the College has received support from the Gila County Board of Supervisors for the past several years. On May 7th at 10:00am the Board will request additional support. President questioned Supervisor Pastor if the meeting will be held in both Payson and Globe and Supervisor responded with a yes. Senior Dean Cullen will also attend.

A.2. The Higher Learning Commission's Conference on Accreditation.

President Stephenson advised the board that he attended this conference the weekend of April 6, 2013. He stated that it was a very fruitful meeting and that he picked up a lot of tidbits on what they are looking for and what they are not looking for.

- **An Overview of the Process:** President Stephenson stated there are documents in the packets for Seeking Initial Accreditation; an Overview of the Eligibility Process and Evaluations for Candidacy and Initial Accreditation. He stated that it is a big process and a big undertaking and will require changes both in the way we do things and our relationship with EAC. He asked EVP McEuen to be here today to discuss this. He reviewed the PowerPoint presentation he put together. First they outline a pre-application process and you start with a Letter of Inquiry with Preliminary Evidence. Once that is submitted it is evaluated. Based on the evaluation they may grant a pre-application interview or they may request more information or they may say that you are not ready yet. The application interview would require us going to Chicago to the Higher Learning Commission. That is the process that is currently set up and then after that they will issue a post interview letter telling us how to proceed. From that letter, we will have two years to complete eligibility filing and submit within those two years a letter of intent to complete eligibility filing. After you send the letter, you have one year to submit the eligibility filing. Once you file the HLC does a panel review of your eligibility and they issue a letter stating whether or not you are able to move on to accreditation candidacy. The Application for Status; we currently have no relationship with the HLC at this time. The Letter of Intent to pursue Candidacy, this is after the eligibility step then preparation of material that they will evaluate. They will then award and state the duration of Candidacy, usually a four year time frame but it can be shortened. The Biennial Evaluation is after two years into the candidacy they will do an onsite evaluation and at the end of that you are evaluated again for your Initial Accreditation. This is a long thought-out process.
- **Necessary Preliminary Evidence:** The first step and information that they are asking for: Basic institute data, who are you and so on. Evidence that GCC isn't incorporated with an HLC Region, this is not an issue with us and the concern he found out is the for-profit corporations that are formed. As an example they say if you are incorporated in Idaho, they say no because you are not in our region. Evidence of substantial presence within the region, again not necessarily our problem, but addressing some other issues. Evidence to operate as a community college in the state of Arizona. We obviously have statutory authority approved by the voters of Gila County so that is not an issue. They ask for Articles of Incorporation, a Charter, Bylaws and he doesn't think we have anything like that at this time, need clarification on that. They ask for a description of the relationship between GCC and other related legal entities. This is where we address specifically our relationship with EAC; that we are using their accreditation at this time and explain how a Provisional Community College within the state of Arizona works. They ask for a list of Governing Board members and a brief statement of who we are. Then a letter from us confirming our intent to seek affiliation with the HLC. They want our Mission Statement, Vision, Values, and those items. They are asking for a catalog through which our information is provided to the public. They want to see advertising. They are asking for a complete description of our General Education Program. This is one of those nuances he found out about and this is key to what they are looking for. The General Education Program; they are appreciative of the community college's role in Work-Force Development, and that sort of thing, but they are really looking at higher education, they are the Commission on Higher Learning and they take this title seriously. So that is something that needs to be put in place. They want an audit for the last fiscal year or statement from the CPA. This is no problem because we are required to do audits by the State Auditor General's Office. He didn't see this as a big hurdle. Comparative Budgets (Susan take notes; I'm kidding) for the past fiscal year. And then a Business Plan for the next three years outlining expected enrollments and things like that. One thing that he found that they want for a period of time, while you go through this process, is relative stability. They don't want anybody adding new programs or any surprises like that. What you say you are; that is what you are going to be for a while. You can have some growth but no real surprises. They use an example of, ("they must have been thinking about EAC, Brent") an example of a 2-year school now wanting to offer a 4-year degree. That would be a surprise to them, you say you are a 2-year school and that's what they want to hold you to. Secretary Moorhead asked if they would have a problem with an increase in enrollment. President Stephenson stated no, just no radical new programs. They want a job description and resume of CEO. This is something we do not have at present and you will see this come up in the Eligibility Requirements. This is something that the Board is going to have to wrestle with. Initially just going off the top of my head, just going with the job description if someone is going to be hired there would be some qualifications that we are looking for and that sort of thing. This is in the Preliminary Evidence stage. They want an outline of Faculty Government Structure, which now is something sorely lacking, from his opinion, within Gila Community College. "We take advantage of the Faculty Government Structure of EAC, which is well developed but within EAC". "Steve, you are somewhat akin to a Latin American Dictator over the faculty as opposed to a faculty senate giving you advice or something like that". So this is going to require a change and this is something else that they are big on is Faculty Governance. We are

going to have to really pay attention to that. They want a roster of Faculty and Administrators, inventory of learning resources, computer labs and things like that. List of current accreditation relationships, this is for institutions that are accredited by other organizations, association trade schools or something like this that offers accreditation. They are asking for a list of all law suits within the last five years and lastly they were emphatic that you have to put this in 1,000 words or less; A Plan for Achieving Accreditation. This is all just the first hurdle that we go through. After we submit this information, we would wait to hear from them. From what is discerned in the interview process, the first interview, they would go over it and say that this will not pass and this is what you have to do on this criterion and so on, assuming that it is something to work with. So hopefully there is help there. Member Loeffler asked if on this first go around and you submit the first draft is that when the two-year clock begins? President Stephenson responded that two years after you have passed you have two years to produce the Eligibility Requirements.

- **Eligibility Requirements:** And under the Eligibility Requirements you have to recognize the jurisdiction of the HLC, demonstrate your legal status and there is a lot of overlap between this and the first criteria. You have to have an independent governing board; he thinks we are. A History of Stability and this is something they are really looking for as he learned and listened. They had some organizations there that were almost brand new and didn't have much of a track record so he thinks we can demonstrate some of this. They want a Mission Statement and they want to know that we are offering appropriate education programs, appropriate for the institution we are and say we are. They want to know what sort of information we are providing the public and primarily again this is for the private for-profit institutions. They don't want to see a bait and switch sort of advertising scheme or something like that where someone is claiming something that may not be there. We have to demonstrate financial capacity. We have to have in place a CEO appointed by the Board. This is a requirement and we have to employ our own faculty and other academic personnel. We have to have access to learning resources such as Libraries and that sort of thing. You don't have to physically have them but you have to demonstrate that you have access to them through contracts and there are different ways to obtain that. You have to have the appropriate student support services. And something that Tom has reminded us of now and then, we have to have policies in place. Policies and procedures for students, administrators, faculty, and staff, as well as the Board, like Conflict of Interest. We have to demonstrate that we have integrity in business and academic operations again like Conflict of Interest and part of this, as you read their criteria, is again at the for-profit schools where you have the holding corporation for another corporation you have somebody's brother-in-law on one board and so on. He does not see a major problem here. Consistency of Description for Agencies, again not a serious problem for a public institution but for a private for-profit school they want to see that what you say is what you are. They want to see if you have a good accreditation record with those institutions that you were accredited with. This gets back to the first filing where you have to state what other accreditations you have and then they want to know if associated with trade schools are you in good standing with them. Then we have to document and demonstrate good faith in planning to achieve accreditation. They don't want us just going through the motions; they want to see that this is a serious effort. There is a lot of work and that is what we are looking for. A three-year goal was adopted for this process but now thinks a little bit longer may be realistic based on what he has heard and read. He is inundated with the detailed information but he is not undaunted. He thinks that we can do this if we take it systematically, if we develop a plan and approach and if we have the cooperation of EAC to move through this in a systematic process. There may be long term relationships with EAC that we wish to keep and purchase services or things through them that we do not have ourselves but we can take advantage of in some contractual relationship. He asked if there were any questions on the process, the Preliminary Evidence or the Eligibility Requirements. While at the conference and listening to HLC staff the impression of consultants was that they really do not like to deal with consultants representing the institution, they would rather deal with the Board or the CEO of the board. Use of any consultants would be in organizing the material, behind the scenes work, drafting things that would be appropriate to bring to board for consideration and approval. He cannot see initially going out for a consultant to deal with HLC for example. Secretary Moorhead commented that he had been a school trained organizational effectiveness consultant. He suggested that if we are going to do any consulting; that we do it on our own. He did not think the process would be really hard but it would be lengthy and time consuming and require devoting a lot of attention to detail and assistance from the good offices of EAC. He believes that we can do this. President Stephenson wanted to share an interesting conversation he had with HLC staff at the end of the workshop. One of the requirements to move toward accreditation is to have students; we do not have students. At this time EAC has students; we have no students. We pay for them but technically we do not have them and the HLC legal staff problem solved and figured out a way when we reach that critical moment that we can shift the students from EAC's rolls to GCC's rolls and this would have to be in combination with the Federal Government and Financial Aid. He did not fully understand it but there is a way.

He took away from that conversation:

1) Their willingness to problem solve and work with unique situations. He appreciated that. There were a couple of other institutions looking to push the envelope on some things and they were helpful to the extent that they attempt to problem solve and figure out how to approach something.

2.) They are aware somewhat of us as a Provisional District and the process the steps we would have to go through from where we are now and where we want to be eventually.

Member Ashford voiced a concern about public support from the community, in particular the fact that this is going to be a very expensive undertaking and once we are accredited and do our own thing our tax levy will not support it. How do we build enough support in the community and get them to vote for it when it comes time to double our current tax levy, which will be somewhere in the ballpark, but 62 cents isn't going to do it; it will be more like \$1.30 or something. We all know that and can't ignore it but moving ahead blindly like that won't work. We are going to have to do a lot of work in order to get the community support in order to get the necessary funding to do this. President Stephenson responded that if the community sees this as a worthwhile endeavor, then given that we are moving in that direction we are not just status quo they would give support. But the community must be involved throughout this process.

Member Ashford stated that one of the very first steps in our timeline would be to get the community support in place and having some degree of comfort that the community would support it when the time comes to write the check and to continue writing the checks.

Senior Dean Cullen asked if they were able to quantify what they mean by financial stability. One of the criteria was that we had to show financial stability. Typically community districts have cash reserve moving up a couple of years or at least one year in the case of an emergency, but did they give any indication about that at all? President Stephenson responded that there were no specifics. Senior Dean Cullen stated that those two things are kind of tied together and when we get to the point if we had to go to the taxpayers and ask for tax levy increase, if that ever comes about, we have to show the benefits of being accredited to convince the voters to support it. But you can't do that unless they give us some kind of an idea of what that dollar amount looks like. President Stephenson informed the board that there was another college at the conference that had just gone through the process and submitted the Eligibility Requirements and got signed off on. It was the College of the Muskogee Nation in Oklahoma and their total budget is smaller than ours. He stated that financial stability is all relative. They have only 200 students so it is a smaller institution so he believes we can learn from other models. Not everybody is a Maricopa County Community College system.

Secretary Moorhead stated that thinking about financial stability, and we may have to check this, they may think its ok in terms of a business model if you have an \$800,000 profit one year and a \$400,000 loss next year you are not financially stable. That might be what they are talking about in terms of financial stability.

President Stephenson stated that he thought we could point to the fact that we do have property tax as a source of income as one step in demonstrating financial stability as opposed to a for-profit school that has to make it all on tuition. He thinks these are the things they are looking for. The fact that we have a tuition string that we can demonstrate; he thinks that what they are talking about is stability and that is different than financial capacity. We have to demonstrate that as well.

Member Loeffler stated that his thought on that as he read through that financial stability was that we do have somewhat of a history of being financially stable we have been able to continue for a dozen years and we haven't gone bankrupt or declared bankruptcy, so there is a history of some stability right there and proof that we have been able to meet our obligations.

Member Bittner stated that her truth is that we have always had to fight for what we want and Gila County itself is not one of the biggest, strongest, or richest of counties and so of course it stands that Gila Community College probably wouldn't be either. We have an uphill fight, and there are a number of things that will dictate if we even take up that fight, but the will is there. Maybe the money isn't there and it's not that forthcoming but she is encouraged that we want to do this and that we are going to try to do it.

Senior Dean Cullen stated that one of the interesting things that he's seeing and the numbers bear out (graduations) is simply that he thinks that Gila Community College and our partnership with EAC is beginning to establish education as a core value and that is critical to any future that we might have. The high schools are coming to us more and more wanting assistance on a number of different fronts and it shows that we are emerging as, if you will, a leader and education is becoming a core value. His dream is for that to actually come full circle at some juncture.

President Stephenson stated that he is somewhat optimistic based on the history of the County establishing the Provisional District. The voters not only approved the District but approved the funding for the District initially and that was a big step for Gila County at the time. We were an unknown; a Provisional District.

(Higher Learning Commission documents and PowerPoint document attached and made a part of the official minutes.)

B. Gila Community College District Report/Information

Senior Dean Cullen reported one item in addition to the written report. We have identified 76 individuals that will graduate in May, this is up 6 from last year and actually represents about the same number as the local high schools in the southern part of the County. All should be very proud. (Written report attached and made a part of the official minutes.)

President Stephenson asked Senior Dean to remind the Board of the Graduation Dates. Dean Cullen provided the information and stated that the Board will receive date confirmation by email. President Stephenson asked that the Nursing Pinning be rescheduled next year and be held after the commencement, not before.

Member Loeffler had questions regarding the Medical Coding class. Discussion followed with Senior Dean Cullen stating that it has not been approved yet.

Member Loeffler also had questions regarding the \$80,000 grant and what it was targeted for. Senior Dean Cullen informed that it will be specifically for Allied Health Care Medical Billing and Coding. Discussion followed.

Member Loeffler questioned NCLEX numbers for spring and fall. Dean Cullen provided information and discussion followed.

C. Financial Report/Information

Susan Gallo reported that tuition was down, and that property taxes should bring in two big checks; one in May and June. The third quarter billing from EAC has not yet been received. (Financial Report attached and made a part of the official minutes.)

4. Guest Presentations/Information/Discussion/Action**A & B. EAC-GCC cooperation necessary for GCC Accreditation & EAC-GCC Relationship**

President Stephenson introduced Executive Vice-President McEuen of EAC to the Board and asked him to speak about the challenges toward accreditation and what it is going to take to move us toward that and how he can help us.

EVP McEuen addressed the Board saying that he was pleased to be here and listen to the stimulating conversation about accreditation. He had so many thoughts go through his mind as President Stephenson went over the charts with the Board about the preliminary steps and hopes to remember all his thoughts and share the important ones with the Board and hope they will be helpful. The comment about the years and years; he didn't think it had been that many years but he was pleased to be here and it had been a long time since he had been here. He addressed Member Bittner by saying it was good to see her again. He stated that the two agenda items can merge into one: EAC-GCC cooperation necessary for GCC Accreditation and EAC-GCC Relationship. As President Stephenson went over all the points, the initial application and letters and things, it really helped him think about all of things that will have to change in the next several years as GCC proceeds down this path. The changes will affect not only your daily business and how you interact with students but also how you interact with EAC. There has been some discussion about the term independence and at one time he thought that accreditation and independence meant the same thing but as he thought about it today he does not believe it is necessarily true. He does not think that the term independence cognates slavery, he thinks perhaps it cognates cooperation and sharing of resources or providing resources until those sharing's and providings are no longer needed. With that said Eastern certainly recognizes the determination to move toward accreditation and he wants the Board and the entire County of Gila to know that EAC stands ready to lend support as GCC makes it way in that effort and EAC wants to do what they can to cooperate and help as much as they can. He did want to share one thing with the Board. Not too many years ago, Eastern moved from the traditional accreditation model to a new quality based model called AQUIP. It was no easy task; EAC was already accredited but all we wanted to do was change from one program to another. As a matter of fact, it was painful because there were unintended consequences not only for the institution but for everyone there and the students and for him personally. During the process he really wondered to himself if they had made a mistake in trying to make that change. It was a huge undertaking; it involved a lot of people; a lot of time and a lot of effort but EAC was successful and now he can see that it was worth that effort. In retrospect I think one of the very best decisions that we made at the beginning of the project was to identify and hire a very knowledgeable consultant who had experience with our accrediting body. He understood the comment that President Stephenson made and he thinks he can shed a little more light on why the Higher Learning Commission does not want to have an interface with a consultant. They don't want that expertise as someone that was hired and that will go away; they want that expertise on your staff. They want the accreditation principals to be there every day as you operate as an entity. This presentation on how you get started with accreditation and the things that you have to do, it is a continual process that will go on forever. It is not something like you join a club and okay now you can golf; it is practicing every day. It is a lifelong experience and it is always in a state of flux. The state of flux is brought about by the different demands that are put on accrediting bodies by the, for example, the Federal Department of Education, but said that was another story. A consultant can help you particularly on one point that was brought up in the slides and that was to develop a timeline with milestones. He thinks the Board needs to have a vision of the entire process from beginning to end to give a sense of this journey that you are about to embark on and the challenges and the successes that can be made on this journey. That is the real value of the consultant and in the process your staff will learn from that consultant and from other people as they go through the process to understand better why institutions are accredited, and what the point is of embedding quality

in everything and every aspect of what you do. There are tons and tons of specific requirements, some that you may not realize now what they are. You really need like a coach. You are the team, you are the players needing someone to coach you and help you. At Eastern there is one full-time employee who deals only with accreditation issues and she is very, very good but that's not the only effort that goes into maintaining the accreditation. It affects everyone's jobs and we routinely have meetings and reports and reviews and issues to deal with. He does know that the Board is problem solvers and can deal with it and believes that it can be done, but in order to do it, you really need to know what the obligations and requirements are to be successful.

EAC Relationship: In terms of a relationship, he thinks the term relationship can have several different meanings depending on context. In context of constraints, sometimes people wonder why we do what we do. People in our communities wonder why do we do what we do. Sometimes you wonder why we do what we do. He pointed out a few things about constraints. Our relationship is kind of like a sandwich. The stuff between the bread is five things: 1.) The Arizona Revised Statutes, everything we do has to satisfy the law, 2.) Financial requirements that are imposed upon us by the Auditor General's Office of the State of Arizona. If we don't pass an audit we are out of business. 3.) Volumes of Federal Government requirements that we have to satisfy; we cannot violate. 4.) Our own accrediting body, the Higher Learning Commission they have rules and requirements that they place upon us. 5.) We have the terms of our specific Operating Contract between GCC and EAC. All of these things must be followed and be mindful of and make sure that we don't violate as we deal with one another and with our students and the communities. If that's not enough, on one side of the sandwich there is the EAC Governing Board and on the other side we have the GCC Governing Board so in this meaning of relationship, we operate following hundreds if not thousands of pages of rules and regulations and we try to satisfy and meet the requirements of not only the GCC Governing Board but also EAC's Governing Board and sometimes it is more difficult than others to do this. Fortunately your GCC Governing Board is blessed with dedicated and caring faculty and staff that are doing an incredible job. He saluted the staff of GCC. EVP McEuen asked if there were any questions that he could address.

President Stephenson asked for questions from the Board.

Member Loeffler stated that he had never been referred to as a sandwich before but knows he probably has been called a lot of different things. President Stephenson informed him that he was the bread. Member Loeffler stated that as he read through the sheets a couple of times a couple of things came to mind and he just wanted to throw it out to EVP McEuen to see what his thoughts were. He remembered a conversation he had with EVP McEuen in the Dean's office one time and EVP said something to the effect that GCC was EAC's baby and first of all you have to crawl and then you can walk before you can run. He thought that it was very interesting that EVP said that he wants to see GCC succeed but there are steps that have to be taken for us to succeed. One of the things that he saw was that GCC is going to have to be doing things as EVP said and we have to put things in place that we don't have right now and he wondered if there was a way to work with EVP McEuen to come up with some way of doing that with the contract that is in place now. He thinks that at some point in time that contract is going to have to change to allow us to move in that direction of being accredited. EVP McEuen stated that this really became clear to him as he listened to the listing of items particularly for example (just picked one example) let's say at some point in the future you are not ready to cut the computer networks and use your own software systems and programmers that you will need to do at some point in the future but perhaps you might contract those services only, that would obviously need a contract modification and he thinks those things can be handled as they arise by contract modification or by contract addendum. He stated that he guessed the answer is yes when those issues arise that don't negatively affect accreditation, or Federal Government. It is going to take a lot of cooperation as we go through this to determine at what point these things need to be switched over, modified, changed, what shifts from EAC's staff to GCC's staff and that's part of the reason why we need this timeline with milestones. That will dictate to us as GCC progresses through this at what points we have to make and consider contract modifications. Yes he does think they will be required as we move along.

President Stephenson stated that as a follow up to that if it would be possible to have an overview modification to the contract that acknowledges that and that as we move forward these changes may be coming and need to be negotiated at an appropriate time in an appropriate manner? EVP McEuen replied that maybe they could have a conversation about that. He stated that he would welcome a conversation about that if President Stephenson would like to discuss that further. President Stephenson stated that we have to start somewhere as we move from the current operating agreement as things get underway. He sees that it is going to evolve over time as the changes are made in different ways that we can't even for see now, but just setting the prelude to be able to do that.

Secretary Moorhead asked if an umbrella clause was being thought about that says the parties may modify the contract to enable GCC to achieve accreditation goals. President Stephenson replied with a yes something like that. He stated that Secretary Moorhead stated it more succinctly than he did. Secretary Moorhead stated that they would need the legal eagles. President Stephenson stated that just in writing acknowledge that GCC is moving forward in a new chapter.

EVP McEuen suggested maybe a joint MOU or that there may be several ways to accomplish it. He suggested that they talk about it.

Member Bittner stated that she trusts that EAC will do everything in its power to help us and maybe tell us where we should do this or consider that. She told of memories she had regarding EVP and EAC.

Senior Dean Cullen informed the Board that since 2005 when we partnered with EAC once again, over 60 new course initiatives were designed and approved with EAC assisting all the way. This was to meet the unique needs of the adult learners. Without EAC's help GCC would have had a difficult time jumpstarting the project.

President Stephenson introduced Ryan Harper of TriAdvocates

C. Legislative Activities/Information/Discussion/Action

Ryan Harper gave updates on the Legislature, an overview of the composition of the Legislature, the budget and the initiatives. He is expecting a long session. He provided information from a PowerPoint presentation and also provided information on a Provisional Community College study.

President Stephenson questioned Mr. Harper about the role that GCC might have once the committee is formed. Mr. Harper responded and discussion followed.

Member Loeffler had questions on bills and much discussion followed. (PowerPoint document attached and made a part of the official minutes.)

President Stephenson moved to Old Business.

5. Old Business

A. Full Time Math Instructor for Payson Campus/Information/Discussion/Action

Secretary Moorhead asks if the President would entertain a motion or consideration to move to New Business A and defer decisions on Old Business items A, E and F since they all have an impact on the budget. Members Ashford and Bittner concurred with Secretary Moorhead's suggestion.

President Stephenson moved the Board to New Business

President Stephenson returned the Board to Old Business

B. Gila Community College District Accreditation/Information/Discussion/Action

This item was covered previously in this meeting.

C. Enrollment Data General Education Courses/Information/Discussion/Action

President Stephenson stated that this item was a carryover from the last meeting and stated that this was the Board's opportunity to question Senior Dean Cullen on the data. Senior Dean Cullen provided information on reasons for declining enrollment and discussion followed. Member Loeffler and Member Bittner made comments regarding doing a better job of promoting the College. More discussion followed. (Enrollment documents attached and made a part of the official minutes.)

D. Tobacco Free Campus Enforcement Policy No. 5330.02/Information/Discussion/Action

President Stephenson informed that he had made a new draft of the policy and it is in the packet.

Member Loeffler made suggestions and discussion followed.

President Stephenson's suggestion was to bring this item back with the Tobacco Free Campus Policy and adopt them in order. No motion was necessary to table this item as the Board was in agreement.

E. Staff for Gila Community College Governing Board/Information/Discussion/Action

President Stephenson stated that given the budget situation that he believed the Board agrees to put in abeyance for now.

F. Contingency Fund/Information/Discussion/Action

President Stephenson informed that there is money in the budget and would like to see it in a separate isolated account with Board Control in the amount of \$75,000 with an estimated effective date of 7/1/2013.

Motion 04182013 #1

President Stephenson moved that the Board establish a \$75,000 Contingency Fund effective July 1, 2013 taking that money from the Contingency Line Item in the proposed budget. Member Ashford seconded the motion. Vote taken; motion passed unanimously.

G. Policies-Update and Revise/Information/Discussion/Action

Member Loeffler presented the Board with documents outlining the policies needed. He will take it upon himself to have two policies available in the meeting packets for review at each meeting. Discussion followed. All the Board members were in agreement with Member Loeffler's suggestion. (Policies and Procedures document attached and made a part of the official minutes.)

H Tuition Schedule/Information/Discussion/Action

President Stephenson stated that he put this on the agenda due to Secretary Moorhead's suggestion that we involve citizens to get their input on how to handle the tuition situation. He would like to see Secretary Moorhead head this item up. Secretary Moorhead agreed to do this and bring back his approach to this at the next meeting.

6. New Business**A. Preliminary Budget FY2013-14/Information/Discussion/Action**

Senior Dean Cullen gave a PowerPoint presentation that summarized the budget. He responded to questions and discussion followed. President Stephenson expressed his thoughts by stating that we cannot be all things to all people and the need to focus on the programs we really need to offer and another item to be looked at is full-time staff including faculty. He also questioned whether the Board would approve the 2.2% increase in taxes. More discussion followed regarding the Nursing Program, other program cuts and staffing cuts. Susan Gallo presented the Board with revised budget documents showing the budget cuts. Senior Dean Cullen stated that the Board must stick to the timeline to have the budget adopted and concluded by June 20, 2013 and he also reminded the Board of the press release process (newspaper) for the budget. (PowerPoint and Revised Budget (with cuts) documents attached and made a part of the official minutes.)

President Stephenson moved the Board back to Old Business

B. Carryover Funds from 2012-2013 Fiscal Year/Information/Discussion/Action

President Stephenson informed that this item had been covered previously.

C. Overview of GCC Full-Time Faculty/Information/Discussion/Action

President Stephenson stated that this item had been covered previously.

D. Lobbyist RFP/Information/Discussion/Action

Member Loeffler suggested that the lobbyist be hired July 1st at the beginning of our school year instead of January 1st because lobbyists start their pre-legislative work in the fall. Discussion followed regarding an RFP and contracts and Ryan Harper of TriAdvocates provided information. Questions were asked and more discussion followed.

Motion 04182013 #2

Member Bittner moved for next month's meeting, in regard to TriAdvocate's contract, either an extension change in our contract with TriAdvocates and that Member Loeffler will bring an RFP. Steve will contact the County Attorney's Office in order to review the current contract and get his opinion on the RFP or if we can just change the year from a calendar year to a fiscal year. Member Ashford seconded the motion. Vote taken; motion passed unanimously.

E. Tuition Assistance for Advanced Degree Coursework/Information/Discussion/Action

Member Ashford asked that this item be tabled until the next meeting to get the verbiage correct. Questions were asked and some discussion followed.

F. IGA City of Globe and GCC/Information/Discussion/Action

Senior Dean Cullen stated that he met with the City of Globe Manager and provided information on the proposals the manager is presenting in order for the College to continue using the city facilities free of charge. Senior Dean Cullen provided figures for the Board based on the proposals being presented. President Stephenson stated that he felt items in this proposal were setting a bad precedent. Discussion followed.

Motion 04182013 #3

Member Ashford moved to approve the IGA with the City of Globe. Secretary Moorhead seconded the motion. Vote taken; motion passed with three ayes, one no and one abstention.

7. Meeting Minutes/Discussion/Action**A. Regular Meeting March 14, 2013****B. Special Meeting April 1, 2013****Motion 04182013 #4**

Member Loeffler moved to approve minutes of Regular meeting on March 14, 2013 and the Special Meeting on April 1, 2013. Member Ashford seconded the motion. Vote taken; motion passed unanimously.

8. Items for Consideration for next meeting/Discussion/

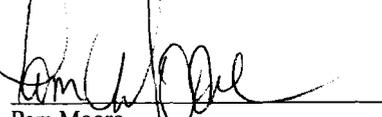
President Stephenson asked if there were items for consideration for next meeting other than those already agreed to.

- Member Loeffler asked if the meetings could start at 1:00 pm.

9. Adjournment/Action

Meeting adjourned at 5:50 pm

Respectfully submitted,



Pam Moore
Recording Secretary

Attest:



Samuel I. Moorhead
Secretary