



**Gila County Community College District  
Governing Board Special Meeting  
Gila Pueblo Campus  
December 12, 2013  
\*\*APPROVED\*\***

A Special Session of the Gila County Community College District Governing Board was held via ITV on December 12, 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  
Armida Bittner, Member

**Governing Board Members Absent:**

Robert Ashford, Member

**Governing Board Vacancy:**

Member

**Staff Present:**

B. Stephen Cullen, Senior Dean, Ron Carnahan, Project Coordinator – IT Gila County, Susan Gallo, Fiscal Coordinator, L. Q. Harris, Software Support Specialist, and Pam Moore, Administrative Assistant.

**OTHER GUESTS:** Sylvia Kuras, Michele Nelson, Payson Roundup.

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

President Stephenson called the meeting to order at 2:00 pm, he acknowledged the roll call, and the recognition of guests. President Stephenson led the Pledge of Allegiance.

**2. Call to the Public**

There was no response

**3. Reports/Information**

**A. President's Report**

**A1. Governing Board Vacancy**

President Stephenson reported that he spoke with Dr. Linda O'Dell, Gila County School Superintendent, who advised him that there were no candidates for Board vacancy. She stated that she wanted to restart the process. Discussion followed and President stated he was frustrated. Secretary Moorhead and member Bittner provided some possible solutions.

**A2. Arizona Association of District Governing Boards**

President Stephenson stated that we were invited as a Provisional District to the November meeting. There were two Provisional Districts represented; GCC and Santa Cruz. Information learned regarding funding was worthwhile. Discussion followed.

**B. Gila Community College District Report/Information**

Senior Dean Cullen stated that he had nothing to add to the previously submitted report. He did inform the Board that in regard to the fourth item in the report, the EAC- ASU Concurrent Enrollment Program will begin Fall 2014 which will provide students with a head start on a BSN Degree. President Stephenson reported that Payson Campus had the largest CNA graduating class with 35 completers. Questions were asked and discussion followed. (Report attached and made a part of the official minutes.)

**C. Financial Reports/Information**

Susan Gallo reported in detail on the report for November 2013 in the packet. She stated that from this time last year, the Senior Waiver Scholarships are up 119%. Enrollment is up and expenses are down and there is still no word on Property tax revenue due to the late sending of the tax bills. She responded to all questions asked. (Financial Reports attached and made a part of the official minutes.)

**4. Old Business****A. Solar Project Update/Information/Discussion/Action**

Senior Dean Cullen reported that APS is asking Folium Energy for the "Commissioning Date" and Brad Stutzman, who is being contacted by phone, should provide that date. Our GCC work is completed and accepted. Mr. Stutzman stated that everything has been approved on the financing and we should break ground the first week in January. The Commissioning date is the date we start making energy and that should be in mid to late April. Questions were asked and discussion followed.

**B. Accreditation: Preliminary Evidence Narratives/Information/Discussion/Action**

President Stephenson discussed the 21 items in detail. There was also discussion on what was pending and a target date to be done. It was noted that we do not have five Board members but need to move ahead and hoping for a March 2014 completion date. (Copies attached and made a part of the official minutes.)

**C. Cosmetology Program – Payson Campus/Information/Discussion/Action**

Senior Dean Cullen reported that he will have definitive numbers in January. He stated that the Town of Payson will need to agree to sewer and water tap and that possibly could be worked on now.

**D. Enrollment Trends /Follow-up/Information/Discussion/Action**

Senior Dean Cullen presented the enrollment sheets in the packet and discussion followed. (Copies attached and made a part of the official minutes.)

**5. New Business****A. Arizona Auditor General's Report: FY 2008/Information/Discussion/Action**

President Stephenson informed that the Arizona Auditor General's Report for 2008 is completed and bound copies should be received soon.

**B. Board By-Laws/Information/Discussion/Action**

President Stephenson presented the By-Laws draft in the packet. (Copy attached and made a part of the official minutes.)

**Motion 12122013#1**

Secretary Moorhead moved to adopt the By-Laws for the Gila Community College District Board of Governors as presented in the packet. Member Bittner seconded the motion. President Stephenson called for discussion; there was none. Vote taken; motion passed with three aye votes.

**C. Three Year Business Plan/Information/Discussion/Action**

Senior Dean Cullen reported that he and President Stephenson worked on the plan together. (Copy is attached and made a part of the official minutes.) Dean Cullen reported that the financial component was not complete and this item needs to be tabled and returned during the January meeting. The Board agreed.

**D. Job Description for GCC CEO/Information/Discussion/Action**

President Stephenson asked for questions regarding the job description enclosed in the packet. There was some discussion. (Copies attached and made a part of the official minutes.)

**Motion 12122013 #2**

Member Bittner moved to adopt the Job Description for GCC CEO/College President as presented. Secretary Moorhead seconded the motion. President Stephenson called for discussion; there was none. Vote taken; motion passed with three aye votes.

**E. Faculty Governance/Information/Discussion/Action**

President Stephenson stated that this would be the framework on how faculty would be involved in governance once we are accredited. (Copy attached and made a part of the official minutes.)

**Motion 12122013 #3**

Member Bittner moved to accept the outline of Faculty Governance as presented so that we will be ready when we become a full-fledged community college. Secretary Moorhead seconded the motion. President Stephenson called for discussion; there was none. Vote taken; motion passed with three aye votes.

**F. Board Information on GCC Website/Information/Discussion/Action**

President Stephenson reported that the information on the website is still lacking and needs to be updated and maintained. Senior Dean Cullen was asked to research for someone who might be interested in handling the website information.

**G. Contract Extension for TriAdvocates/Information/Discussion/Action**

President Stephenson informed the Board that the current contract expires on December 30<sup>th</sup>. He proposed a six-month extension to get us in sync with the fiscal year and the Legislative session. Request was reviewed and approved by our Legal Counsel. Discussion followed. (Copy attached and made a part of the official minutes.)

**Motion 12122013 #4**

Secretary Moorhead moved to adopt the six month contract extension for TriAdvocates through the end of June 2014. Member Bittner seconded the motion. President Stephenson called for discussion; there was none. Vote taken; motion passed with three aye votes.

**6. Meeting Minutes/Discussion/Action**

**A. Regular Meeting, November 21, 2013**

**Motion 11212013 #5**

Member Bittner moved to adopt the minutes of the Regular Meeting of November 21, 2013. Secretary Moorhead seconded the motion. President called for discussion; there was none. Vote taken; motion passed with three ayes. (Copy attached and made a part of the official minutes.)

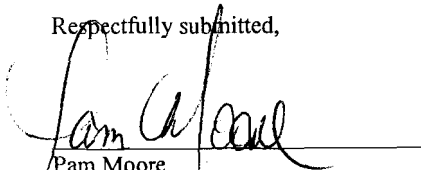
**7. Items for Consideration for next meeting/Discussion**

- Solar Project Update
- Business Plan
- Website Information
- Tuition modification schedule for Veterans
- 2014 meeting schedule
- Next meeting is January 16<sup>th</sup>
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**8. Adjournment/Action**

Member Bittner moved to adjourn. Secretary Moorhead seconded the motion. Motion passed unanimously. Meeting adjourned at 3:35 pm.

Respectfully submitted,



Pam Moore,  
Recording Secretary

Attest:



Samuel I Moorhead,  
Secretary