



**Gila County Community College District  
Governing Board Regular Meeting  
Gila Pueblo Campus  
February 21, 2013  
\*\*APPROVED\*\***

A Regular Session of the Gila County Community College District Governing Board was held via ITV on February 21, 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  
Armida Bittner, Member  
Tom Loeffler, Member  
Samuel I. Moorhead, Secretary

**Governing Board Members Absent:**

Robert Ashford

**Staff Present:**

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

**Other Guests:**

Bryan Chambers Gila County Attorney's office, Michele Nelson, Payson Roundup.

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

President Stephenson called the meeting to order at 2:35 pm, acknowledged the roll call by Pam Moore, and welcomed the guests. Member Bittner led the Pledge of Allegiance.

**2. Call to the Public**

There was no response

**3. Reports**

**A. President's Report/Information**

President Stephenson reported that Secretary Moorhead and he attended a meeting with members of the State Legislature that TriAdvocates arranged. All the meetings were positive. The need for GCC to not be discriminated against due to Provisional status was stressed in each meeting. Another meeting followed with Pima Community College regarding the forming of a Provisional District and the tax rate. Discussion followed. Secretary Moorhead questioned if they were scheduled to go again.

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

**Dean Cullen had the following items to add along with his written report:**

He attended a grant writing seminar in Globe and stated that we are applying for a \$75,000 grant for Medical Lab Assistant Program. Deadline is March first and we should be informed by May first.

The Solar Power start date has been moved to April and Tom Harris will be joining the meeting later providing more information.

A Work Force Advisory Committee meeting was held on February 20<sup>th</sup> and 18 business leaders attended. Resolution's General Manager met with Dean Cullen regarding a Robotics Program and there will be another meeting scheduled in the future.

The Dean stated that they have continued to write on the TAA (Trade Adjustment Assistance) Grant in which five community colleges are involved. Our survey report shows categories where the highest interest were; Advanced Manufacturing and Renewable Sustainable Energy and third was Welding. The RFP date has been pushed back. Discussion followed.

Reporting on the Payson Campus sidewalk, Dean Cullen stated that Supervisor Tommie Martin informed him that they do not have anyone who can engineer the project so he has asked Derryl Meeks if an RFP is needed. (Report attached and made part of the official minutes.)

Member Loeffler requested information on the progress of the elimination of the last furlough day. Dean Cullen responded that he understood from the last meeting that President Stephenson was to send a letter to EAC. When asked, Executive Vice President McEuen stated that there had been no correspondence from this Board. President stated that he would follow up.

President Stephenson thanked Dean Cullen for his involvement in the local community especially his work with FreePort McMoRan as it is paying some extra dividends for us.

#### **C. Financial Report/Information**

Susan Gallo reviewed the report for the month of January and stated that after the report was done, the 2<sup>nd</sup> quarter overhead of \$523,137.02 was paid. The Budget is a little over 5.2 million and the YTD total expenses are at 3.2 million. She stated that we are looking good regarding amounts that were projected. All departments are in line except for Mathematics in Payson due to lack of a full-time instructor and the General Business on the Gila Pueblo Campus. Discussion followed. (Financial Report attached and made a part of the official minutes.)

#### **4. Board Training**

##### **A. Open Meeting Law/ Information/Discussion/Action**

President Stephenson welcomed Bryan Chambers regarding the refresher course for the Board.

Bryan Chambers informed the Board that 30 to 45 minutes of instruction would give them a refresher course and he advised everyone to read the Open Meeting Law booklet. He stated that the Gila County Attorney's office is offering OML classes in March in Payson and Globe and provided the times and dates for the training. President asked Dean Cullen to send a reminder of the times to the Board members. The Globe training may be video conferenced back up to Payson.

The OML materials in the packet that was sent were used and he informed the Board that any enforcement action involving this Community College Board would be done through the Attorney General's Office who would be prosecuting the violation. The County Attorney's office will be providing the guidance in that circumstance.

He provided information on phone, email, and agenda violations, as well as civil penalties and told of the cost of \$500 per penalty.

Bryan Chambers answered questions asked by Board Members.

President Stephenson thanked Mr. Chambers for the written material. (OML materials attached and made a part of the official minutes.)

#### **5. Old Business**

##### **A. Solar Power Update/ Information/Discussion/**

President Stephenson moved to Item B while Tom Harris is being contacted by phone. **(Phone conversation with Mr. Harris cannot be heard on the disc; it is blank.)**

The construction company received funding which was contingent on extension from APS and that was received earlier in the week. The designs are in for permits within the next two weeks. Start dates are April 1<sup>st</sup> for Globe and May 1<sup>st</sup> for Payson. Completion dates are June 1<sup>st</sup> for Globe and July 1<sup>st</sup> for Payson. Discussion followed. Dean Cullen expressed gratitude to Tom Harris and Tom Loeffler for their work.

##### **B. Tuition Schedule/Information/Discussion/Action**

Member Loeffler presented information on the tuition schedule from the material in the packet. The purpose of the proposal is to get an equalization process so that students would pay closer to the same amount per credit. Secretary Moorhead and Member Bittner asked questions and discussion followed. Dean Cullen stated that preliminary indicators of 45<sup>th</sup> day show that we are losing enrollment. President stated his opinion, asked questions regarding Financial Aid and much discussion followed. (Tuition Schedule attached and made a part of the official minutes.)

President Stephenson stated that he would entertain a motion.

##### **Motion 02212013 #1**

Member Loeffler moved to adopt the proposed Tuition Schedule as presented with the understanding that it would not go into effect until fall semester of fiscal year 2014-15.

Secretary Moorhead seconded the motion.

President Stephenson called for discussion; dates of fiscal year were discussed. Vote taken; motion failed due to impasse; vote was 2 ayes and 2 nays.

President expressed disappointment and Secretary Moorhead suggested that the Board sponsor an Ad hoc committee to work on developing another tuition schedule.

Return to item A. under Old Business.

**C. Tobacco Free Campus/Information/Discussion/Action**

President Stephenson stated that the Board adopted a policy on this last fall and asked Dean Cullen to review policy for the Board. He stated that the signage would be delivered to the Payson Campus the next day. He also stated that he had included a sheet on the enforcement of the policy. President Stephenson suggested that Board members take the policy (5330.02) under advisement and place on the March agenda. (GCCD Policy (5330.02) – Tobacco Free Policy Enforcement attached and made a part of the official minutes.)

**6. New Business**

**A. Goals for Gila Community College District/Information/Discussion/Action**

President Stephen expressed his goal of the Governing Board leading the District toward accreditation within three years by going through the official probationary period as outlined by North Central. He provided information on different scenarios to the Board and stated that it would not be an easy goal. Secretary Moorhead suggested that the President take the lead in communicating with the Higher Learning Commission. President agreed and he felt that it should be a standing agenda item. Discussion followed. President Stephenson stated that he would entertain a motion.

**Motion 02212013 #2**

Member Bittner moved to seek probationary status under the Higher Learning Commission guidelines within three years and seek new avenues to forward our goal. Motion seconded by Secretary Moorhead. Call for discussion; there was none. Vote taken; motion passed unanimously.

President stated that he would appreciate a second motion directing him to contact the Higher Learning Commission and request their assistance in providing information on the process.

**Motion 02212013 #3**

Secretary Moorhead moved to have the President of the Board be asked to contact the Higher Learning Commission to discuss the criteria and necessary steps that would lead us towards accreditation. Motion was seconded by Tom Loeffler with the modification to take out the Higher Learning Commission and basically say to take the necessary steps to find out what is needed so that the President is not limited to just one source. Secretary Moorhead agreed to the modification. President called for vote; motion passed unanimously.

**B. Contracts & Agreements with Eastern Arizona College/Information/Discussion/Action**

President Stephenson stated that our contract provider is Eastern Arizona College. He has gone on record stating that it is a bad contract but they are a good provider. He would like to revamp it to show our goal towards accreditation and ask EAC to assist us. He called for discussion. He then called for a motion.

**Motion 02212013 #4**

President moved to allow the President to enter initial discussion with EAC Administration regarding opening up the contract and to renegotiate in order to accomplish the goal that we have set. Motion seconded by Member Bittner. Call for discussion; there was none. Vote taken; motion passed unanimously.

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

Member Loeffler requested that this item be tabled until the March meeting due to time constraints.

**Motion 02212013 #5**

Member Loeffler moved to table this item (Item 6-C) until the March meeting. Motion seconded by Secretary Moorhead.

Call for discussion; there was none. Vote taken; motion passed unanimously.

**D. Contingency Fund/Information/Discussion/Action**

President Stephenson informed the board that at the end of the last fiscal year there was a carry forward of approximately \$500,000. He would like to put this money, or a portion of it, in a separate fund to be used toward the accreditation process. He stated that two funds were needed: our regular operating budget and then a separate isolated account. President suggested that legal advice may be needed.

Secretary Moorhead suggested that the Board go into Executive Session.

Dean Cullen stated that Bryan Chambers had to step out of the meeting for a conference call but plans to return.

Secretary Moorhead prefers to consult with counsel first and Member Bittner agreed.

**E. Request for Enrollment Figures/Information/Discussion/Action**

President is requesting a breakdown of where enrollment is decreasing. More specifically he would like student counts by respective campuses in the categories shown on the financial report. He asked that it show the number of art

students versus number of students in E&I and etc. and also by credit hours. The two-fold request would be information on the declining enrollment and detailed breakdown shown on Expenses in Financial Report. Member Loeffler would like information on our Seniors over five years and Member Bittner would like information shown on our programs and trends. Dean Cullen stated he would contact Mr. Schneider at EAC. President Stephenson would like Mr. Schneider to address the Board. Discussion followed.

**Motion 01172013 #6**

Member Bittner moved to request that Mr. Schneider, Head of Institutional Research, be contacted to help the Board prepare data for our use and reaching our goal. Secretary Moorhead seconded the motion. President called for vote. Motion passed unanimously.

**F. Policy Manual/Information/Discussion/Action**

Member Loeffler asked that this item be tabled to the March meeting.

**Motion 01172013 #7**

Member Loeffler moved that this item (Item 6-F) be moved to the March meeting. President called for vote. Motion passed unanimously.

**7. Consent Agenda**

**A. Approval of Contracts as listed below/Discussion/Action**

**Educational Alliance Partnership/Memorandum of Understanding with Grand Canyon University**

President Stephenson and Member Loeffler asked that the Memorandum be restructured to reflect points of concern regarding the language.

Member Loeffler moved that this Memorandum of Understanding be tabled until the March meeting to work with GCU to incorporate the proper language and it can be signed at next meeting. Member Bittner seconded the motion. Vote was taken; motion passed unanimously.

**B. Approval of Meeting Minutes/Discussion/Action**

**Regular Meeting July 19, 2012**

President Stephenson requested that his title be changed from Dean to President and that Secretary Moorhead attest to the minutes of July 19, 2012.

**Special Meeting January 17, 2013.**

No corrections necessary

Member Loeffler moved to accept the minutes of the July 19, 2012 meeting with corrections and the January 17, 2013 meeting. Motion seconded by Member Bittner. Vote was taken; motion passed unanimously.

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

- President Stephenson request that Pam send out an email requesting items for next meeting.

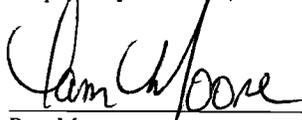
**9. Adjournment**

President moved to adjourn. Member Bittner seconded the motion. Motion passed unanimously.

President reminded Board members that the next meeting would be held on March 14<sup>th</sup> due to Spring Break.

Meeting adjourned at 5:26 pm

Respectfully submitted,



Pam Moore

Recording Secretary

Attest:



Sam Moorhead

Secretary