



**Gila County Community College District
Governing Board Regular Meeting
Gila Pueblo Campus
March 14, 2013
APPROVED**

A Regular Session of the Gila County Community College District Governing Board was held via ITV on March 14, 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, Ron Carnahan, Project Coordinator-IT Gila County, Susan Gallo, Fiscal Officer, Trena Grantham, Public Relations Coordinator, L.Q. Harris III, , and Pam Moore, Recording Secretary.

Other Guests:

Mrs. Moorhead, Bernadette Kniffin, former Board member.

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

President Stephenson called the meeting to order at 2:36 pm, acknowledged the roll call by Pam Moore, and welcomed the guests. President Stephenson led the Pledge of Allegiance.

2. Call to the Public

Bernadette Kniffin thanked the Board for the years of service with them.

3. Presentation of Plaque to Bernadette Kniffin

Senior Dean Cullen presented Bernadette Kniffin with a plaque in honor of her great work on the Gila Community College Governing Board for seven years.

4. Reports

A. President's Report/Information

A.1 – Legislative Activities

President Stephenson reported that TriAdvocates had notified him of a couple of bills that would affect Gila Community College in a positive way. The STEM funding bill has moved from the House to the Senate and is waiting for the budget process to begin. The process would bring about new Work Force money for STEM. The Firearms bill (guns in public buildings) does affect us because we are a public building. Another element is authorizing administrators and teachers to carry concealed weapons on campus. President Stephenson hopes to have TriAdvocates provide a report next month. Discussion followed.

B. Gila Community College District Report/Information

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

Senior Dean Cullen asked that Board members to make note of the times, dates and locations of the Nursing Pinning Ceremonies and the Commencement Ceremonies listed in his report.

He met with the auditors on the final stages of the 2008 audit and hopes it will be completed by the middle of next month. The auditors hope to work on the 2009-2010 audits simultaneously and hope to have a tentative timeline of the middle of summer.

He met with Barbara Valencia, Executive Director, of the Workforce Investment Act Program in Gila and Pinal Counties. The program for both Globe and Payson were discussed. San Carlos has a WIA agency so it is not included in the IGA that will be discussed later. (Report attached and made a part of the official minutes.)

C. Financial Report/Information

Susan Gallo reviewed the report for the month of February and asked for questions. Member Loeffler questioned the \$11,000 budgeted for Cosmetology in Payson. Discussion followed. (Financial Report attached and made a part of the official minutes.)

5. Old Business

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

President Stephenson had a very positive meeting with Executive Vice-President McEuen of EAC and invited him to attend the next Board meeting. President stated that Executive Vice-President McEuen felt that GCC should hire a consultant who is familiar with the accreditation process. Discussion followed.

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

President Stephenson questioned the purpose of the Tobacco Free Policy Enforcement and discussion followed. President Stephenson stated that he would take it upon himself to revise the draft for the next meeting. (GCCD Policy (5330.02) – Tobacco Free Policy Enforcement attached and made a part of the official minutes.)

C. Policy Manual/Information/Discussion/Action

Member Loeffler asked that Senior Dean Cullen develop a manual with the policies for each Board member for use in the accreditation process. President Stephenson agreed and Senior Dean Cullen stated he would comply. President would also like the policies on the website.

Motion 03142013 #1

Member Loeffler moved to ask the Administration to develop a Policy Manual that would then be distributed to each Board member for his or her reference. Member Bittner seconded the motion. President Stephenson called for discussion; there was none. Vote taken; motion passed unanimously.

President Stephenson skipped Item D at this time, but returned to it.

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

Member Loeffler suggested that the Board have a contract for someone outside of administration to handle all of the Board's secretarial duties. Discussion followed and item will be revisited at next meeting.

E. Contingency Fund/Information/Discussion/Action

President Stephenson stated that he would like the Board to move ahead toward accreditation and believes that there should be a separate contingency fund outside of the general budget and set aside separately from EAC for this purpose, and the fund would need Board approval. Discussion followed. President Stephenson suggested that this item be tabled until the April meeting when Bryan Chambers would be available.

F. Conflict of Interest Form/Information/Discussion/Action

President Stephenson stated that the Conflict of Interest policy had been adopted previously to comply with the auditor's suggestion. He asked for Board approval of the form and that each Board member sign the form when there is a conflict to disclose. Discussion followed. (Conflict of Interest form attached and made a part of the official minutes.)

Motion 03142013 #2

Member Bittner moved to approve the form as presented to go with the Conflict of Interest Policy. Motion seconded by Member Ashford. Vote taken; motion passed unanimously.

G. Approval of MOU with Grand Canyon University/Information/Discussion/Action

Senior Dean Cullen provided a summary of the MOU and stated that it is cost neutral to the College and benefits staff, family members of staff and students. Some discussion followed. (MOU with Grand Canyon University attached and made a part of the official minutes.)

Motion 03142013 #3

Member Loeffler moved to approve the MOU between GCC and Grand Canyon University. Member Bittner seconded the motion. Vote taken; motion passed unanimously.

H. APS Credit Purchase Agreement – Solar Projects/Information/Discussion/Action

Senior Dean Cullen presented and explained the APS Solar Renewable Energy Credit Purchase Agreement – Grid-Tied Photovoltaic System. He stated that the College would assign rites to the APS energy to Folium. The Board heard from Tom Harris by phone as he explained the elements of the contract and answered questions. The phone conversation could not be heard on the disc. (The APS Credit Purchase Agreement attached and made a part of the official minutes.)

Motion 03142013 #4

Member Ashford moved to approve the Credit Purchase Agreement and continue with project. Member Loeffler asked Member Ashford to amend the motion to verify that legal counsel would approve first. Member Ashford so moved to modify the motion to state to approve as long as the County Attorney's representative approves. Member Loeffler seconded the motion. President asked for further discussion; there was none. Vote taken; motion passed unanimously. Member Ashford moved to modify or cancel his previous motion and moved to approve the contract for both the Gila Pueblo Campus and the Payson Campus for the Solar Project contingent upon the language being approved by our County Attorney or our legal representation. Member Loeffler seconded the motion. President called for vote. Vote taken; motion passed unanimously.

6. New Business**A. Enrollment Data/ Information/Discussion/Action**

President Stephenson stated that the Board had been presented with a myriad of data and he would like time to digest it. He thanked Senior Dean Cullen but Senior Dean gave credit to Mr. Glen Snider, Director of Institutional Research at EAC. President Stephenson asked Senior Dean Cullen to provide an overview of the data elements. Senior Dean Cullen discussed the information at length campus-by-campus and provided comments from Mr. Snider regarding the drop in enrollment due to increased tuition. President Stephenson stated that he had heard enough detail about the decreased enrollment due to the increased tuition and reminded the Board that when enrollment was up and we were over offering programs; we could not pay EAC and were forced to increase tuition. Senior Dean Cullen also brought to the attention of the Board a Statute regarding FTSE that needs to be revised so that we get a fair amount of State Aid. Discussion followed. Enrollment data will be a carryover to the next meeting. (Enrollment Data attached and made a part of the official minutes.)

B. Nursing Program – Present & Future/Information

Senior Dean Cullen informed the Board that he did not have the NCLEX success rate at the State Board Exam. The information has been requested and should be available at the next meeting. He provided counts on the graduating students and the number of students attending the nursing program along with the number of full-time nursing instructors. President Stephenson questioned the saturation point and Member Loeffler read a paragraph from the *Payson Roundup* which praised our nursing program. Member Loeffler requested that Senior Dean Cullen develop a proposal including a timeline indicating when we could begin a four-year nursing program in partnership with EAC-ASU. Discussion followed.

C. MOU with Central Arizona College/Information/Discussion/Action

Senior Dean Cullen informed the Board that a CAC grant writer and he wrote a grant for Workforce funding. CAC was awarded the grant and that means tuition dollars for us. CAC assumes financial responsibility for the WIA funds and will pay the tuition for the Youth Program. He reviewed the contents of the MOU for the Board. Discussion followed. (MOU attached and made a part of the official minutes.)

Motion 03142013 #5

Secretary Moorhead moved to accept the MOU between Central Arizona College and Gila Community College and that President Stephenson sign the MOU if accepted. Member Loeffler seconded the motion. President asked for discussion; there was none. Vote taken; motion passed unanimously.

7. Meeting Minutes/Discussion/Action**A. Regular Meeting February 21, 2013**

Member Loeffler moved to accept the Board minutes of the February 21, 2013 meeting as written. Motion seconded by Secretary Moorhead. Vote was taken; motion passed unanimously.

8. Items for Consideration for next meeting/Discussion

- Accreditation
- Visit with Executive Vice-President McEuen
- Tobacco Free Enforcement Policy
- Staff for GCC Governing Board
- Contingency Fund
- Enrollment Data
- TriAdvocates visit with an update

- Policies – renewing and developing policies
- Senior Dean Cullen requested that Board members attend the Allied Health meeting which could be held the third week in April

9. Adjournment

Member Loeffler moved to adjourn. Secretary Moorhead seconded the motion. Motion passed unanimously.

Meeting adjourned at 5:20 pm

Respectfully submitted,



Pam Moore
Recording Secretary

Attest:



Samuel I. Moorhead
Secretary