



**Gila County Community College District
Governing Board Work Session Meeting
Gila Pueblo Campus
September 5, 2017
APPROVED**

A Work Session Meeting of the Gila County Community College District Governing Board was held via ITV on September 5, 2017 in Room 522 at the Gila Pueblo Campus and Room 402 at Payson Campus, Gila Community College, pursuant to A.R.S. §38-431.02(B), notice having been duly given.

Governing Board Members Present:

Jay Spehar, President
Jan Brocker, Secretary
Samuel I. Moorhead, Member
Kurt Knauss, Member
Jennifer White, Member

Governing Board Members Absent:

N/A

Staff Present:

B. Stephen Cullen, Senior Dean, Pam Butterfield Payson Campus Dean, Ron Carnahan, Project Coordinator IT Gila County, Susan Gallo, Fiscal Coordinator, Leitha Griffin, PR Coordinator, L. Q. Harris, Software Support Specialist, Derryl Meeks, Maintenance Supervisor, Mike Pastor, RTC Director and Chastity Van Buskirk, Administrative Assistant.

OTHER GUESTS: Michele Nelson of the *Payson Roundup*

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

President Spehar called the Gila Community College District Work Session to order at 9:03 a.m. and called roll. He asked that the record show that there is a quorum. Member Moorhead led the Pledge.

2. Discussion

A. Revised Strategic Plan/Information/Discussion

President Spehar reviewed each slide of the Strategic Plan and pointed out the revisions. He reminded the Board that the revisions were a result of the Special Meeting held at Roosevelt on August 5th. He also informed that once the revisions are considered today, he will update the master set. (Copy attached and made a part of the official minutes.)

B. Update on County Subsidy/Information/Discussion

President Spehar informed that Sr. Dean Cullen met with two Gila County Supervisors and was assured that the county subsidy is in the budget and that we will receive it this year.

C. Reevaluation of Donation of 2 Modular Units from Complete Mobile Home Services

Information/Discussion

President Spehar indicated that there was a set of slides in the Board packets. On August 22nd a quickly called Board meeting was held to discuss preliminary cost estimates. The slides were reviewed and discussed. Several items were discussed on how the project would be handled. New cost estimates and different options were presented and Sr. Dean Cullen and Derryl Meeks also provided information. (Copy attached and made a part of the official minutes.)

D. Modular/Allied Healthcare Building Project on Payson Campus/Information/Discussion

President Spehar provided information on each of the following items and there were questions and discussion. (Copy attached and made a part of the official minutes.)

D.1 Contingency Amount/Information/Discussion

President Spehar indicated that a 10% contingency amount was included in the estimates

D.2 Process for Issuing RFP(s) Prior to Publication/Information/Discussion

President stated that multiple RFP(s) would be needed

D.3 Process for RFP Publication/Information/Discussion

The Board discussed how the RFP(s) would be handled.

D.4 Designation of Project Manager/Information/Discussion

The Board discussed the cost effectiveness of having an in-house project manager.

D.5 Process for Reviewing Project Bids/Information/Discussion

The Board discussed having a committee to review the bids.

E. Frank Lloyd Wright School of Architecture MOU/Information/Discussion

President Spehar informed the Board that Counsel had not had time to review the MOU so he was going to recommend in the regular meeting that the Board consider for approval the MOU subject to any revisions by Counsel.

F. Introduction of New Full Time Employees/Information/Discussion

Sr. Dean Cullen introduced Dawn Polkabra and Megan Martinez for Allied Health Care in Globe. Christina Ortiz is the new Dental Assisting instructor. Heather Perry Allied Health Care full-time instructor in Payson. Cameron Mower is the new full-time biology instructor in Payson. Todd Terhufen full-time biology instructor in Globe and Jeffrey Maifield full-time maintenance technician in Payson.

G. Reaffirmation of Board Accreditation Policy/Information/Discussion

President Spehar stated that the reaffirmation of the Board Accreditation Policy came out of the August 5th Board meeting. He asked if there were any questions or comments and there was no response.

H. Reaffirmation of 2017-2018 Tuition Schedule/Information/Discussion

Secretary Brocker stated that she did map out a five-year tuition proposal and will have an electronic version available before the November 2nd meeting since there is no meeting in October. Sr. Dean Cullen will also prepare information for the Board.

I. 2014 Misuse of a Credit Card on Payson Campus/Information/Discussion

Sr. Dean Cullen informed the Board of the misuse of a credit card in Payson in 2014. After records and surveillance photos were reviewed, the employee was terminated, arrested and jailed. The misused amount was \$7,222 which was used for gasoline. The current auditors informed Sr. Dean Cullen that this misuse should come before the Board so that they are aware of it. The individual has not been arraigned, or convicted.

3. Reports/Information/Discussion**A. President/Board Report/Information/Discussion**

President Spehar reminded the Board that there would not be a Board meeting in October. The Board will reconvene the regular meeting schedule in November.

B. Sr. Dean's Report/Information/Discussion

A verbal report was given by Sr. Dean Cullen. He stated that Supervisor Woody Cline informed him that there are no qualified EMTs in Pleasant Valley and asked if the College could help remedy this situation. Sr. Dean is making sure everything is being done to meet those needs. Sr. Dean believes this is a great bridge building opportunity for the College. President Spehar added that the services were previously provided by Northland Pioneer Community College and will now be provided by Gila Community College.

C. Financial Report/Information/Discussion

Susan Gallo informed that the July 2017 financial report recap was in the Board packet. She asked if there were any questions. Member Moorhead asked for the year-end report. Susan responded that she is waiting for EAC to complete their journal entries and provide the information. She will then prepare a final report (Copy attached and made a part of the official minutes.)

4. Standing Business/Information/Discussion**A. Update on Verizon/Information/Discussion**

President Spehar informed that he had recently sent a letter with information regarding title to the property. He is currently awaiting Verizon's response.

B. Update on the Accreditation Strategy/Information/Discussion

Secretary Brocker said there was nothing new on Accreditation or Enrollment. She stated that she will be calling for a meeting hopefully this month to start strategizing. The same with the Enrollment Management Strategy to discuss items relevant to tuition and be prepared for the November meeting.

C. Update on the Enrollment Management Strategy/Information/Discussion

Secretary Brocker responded under 4.B. This item will be listed under Board Policy in the future. Discussion followed.

D. Update on the Legislative Strategy/Information/Discussion

Member Moorhead reported on the 301 Funding. He said that there is movement to take it to the public in 2018. President Spehar stated that there may be a legislative fix for the funding and we need to be prepared. Member Moorhead reported that the head of the education committee told him that she not only wants to do a legislative fix for 301 but wants to reform the whole item.

E. Update on Communication Strategy/Information/Discussion

Leitha Griffin informed the Board that the two surveys, one for business and organizations in Payson and one for individuals, ended Friday. She stated that she has not had time to compile all the data. The preliminary results show that there were 86 participants in the business survey and 97 for the individuals. She stated that she will be working on compiling the data and getting the results out to the Board, the Town of Payson, and Payson High School. She informed that she continues to work on the banner project and hopes to have them flying by the November meeting.

F. Update on Partnership Strategy/Information/Discussion

President Spehar stated that this item goes along with Leitha's report. Time has been spent working with organizations in the Town of Payson to hopefully develop some partnering opportunities in northern Gila County.

G. Update on Funding Strategy/Information/Discussion

Member Moorhead stated that the committee was scheduled to meet but did not meet. He intends to schedule a meeting prior to the November Board meeting.

President Spehar asked if there was any further discussion on any of the agenda items. There was no response.

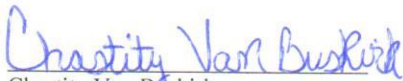
President Spehar then stated that he would entertain a motion to adjourn the work session at this time and to reconvene at 10:40 a.m.

5. Adjournment/Action

Motion 09052017#1

Member Knauss moved to adjourn the Work Session and reconvene at 10:40 a.m. for the regular meeting. Member Moorhead seconded the motion. Call for discussion; there was no response. All in favor signify by saying aye; opposed signify by saying nay. Vote taken; ayes have it; motion passed unanimously. Meeting adjourned at 10:29 a.m.

Respectfully submitted,



Chastity Van Buskirk
Recording Secretary

Attest:



Jan Brocker
Secretary