



## Teach-Out Plan

Submitted by:

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to

Accrediting Commission for Community and Junior Colleges

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## Circumstances Requiring the Need for a Teach-Out Plan

Since 2005, Gila County Provisional Community College District (GCPCCD) has maintained a contractual relationship with Eastern Arizona College (EAC) to provide academic and educational services as required under ARS 15-1409. The contract is due to expire on June 30, 2025. Since August 2023, Eastern Arizona College has been working with the GCPCCD to ensure all students attending the Gila County campuses can complete their certificate and/or degree by June 30, 2025.

GCPCCD is seeking candidacy with the Accrediting Commission for Community and Junior Colleges (ACCJC) to offer degrees and programs. Federal regulation 34 CFR § 602.23 (f)(1)(ii) requires all pre-accredited institutions to have a teach-out plan. This contingency teach-out plan was created to ensure students can complete curricular requirements for certificates, degrees, and professional licensure or certification in case of campus closure.

### Current Enrollment in College Degree and Certificate Programs

Program Name	Award Type	Enrollment
Agriscience Certificate	Certificate	0
Automotive Maintenance	Certificate	0
Automotive Technician	Certificate	0
Basic Marketing Management	Certificate	0
Business	AAS	5
Construction Technology	Certificate	0
Cosmetology	AAS	3
Cosmetology – Nail Technician	Certificate	4
Cosmetology	Certificate	2
Cosmetology - Hairstyling	Certificate	0
Cosmetology Instructor	Certificate	0
Culinary Fundamentals	Certificate	0
Dental Assisting Specialist	Certificate	3
Elementary Education	AA	4
Emergency Medical Technician	Certificate	0
Fire Science Level I	Certificate	0
Fire Science Level II	Certificate	0
General Studies	Associate degree	103
General Technical Studies	Associate of Applied Science Degree	18
Health Care – Certified Medication Assistant	Certificate	4
HVAC-R	Certificate	1
HVAC-R Technologies	AAS	0
Liberal Studies	Associate of Arts	0

Medical Assistant	Certificate	20
Nursing	AAS	80
Nursing Assistant	Certificate	11
Patient Care Technician	Certificate	0
Phlebotomist Technician	Certificate	3
Theatre Production	Certificate	0
Welding Manufacturing Fundamentals	Certificate	2
Welding Technology	AAS	1
Welding Technology	Certificate	4

## Institutions with Similar Programs

Program Name	Award Type	Institution with Similar Program
Agriscience Certificate	Certificate	Eastern Arizona College
Automotive Maintenance	Certificate	Eastern Arizona College
Automotive Technician	Certificate	Eastern Arizona College
Basic Marketing Management	Certificate	Eastern Arizona College
Business	AAS	Eastern Arizona College
Construction Technology	Certificate	Eastern Arizona College
Cosmetology	AAS	Eastern Arizona College
Cosmetology – Nail Technician	Certificate	Eastern Arizona College
Cosmetology	Certificate	Eastern Arizona College
Cosmetology - Hairstyling	Certificate	Eastern Arizona College
Cosmetology Instructor	Certificate	Eastern Arizona College
Culinary Fundamentals	Certificate	Eastern Arizona College
Dental Assisting Specialist	Certificate	Eastern Arizona College
Elementary Education	AA	Eastern Arizona College
Emergency Medical Technician	Certificate	Eastern Arizona College
Fire Science Level I	Certificate	Eastern Arizona College
Fire Science Level II	Certificate	Eastern Arizona College
General Studies	Associate degree	Eastern Arizona College
General Technical Studies	Associate of Applied Science Degree	Eastern Arizona College
Health Care – Certified Medication Assistant	Certificate	Eastern Arizona College
HVAC-R	Certificate	Eastern Arizona College
HVAC-R Technologies	AAS	Eastern Arizona College
Liberal Studies	Associate of Arts	Eastern Arizona College
Medical Assistant	Certificate	Eastern Arizona College

Nursing	AAS	Eastern Arizona College
Nursing Assistant	Certificate	Eastern Arizona College
Patient Care Technician	Certificate	Eastern Arizona College
Phlebotomist Technician	Certificate	Eastern Arizona College
Theatre Production	Certificate	Eastern Arizona College
Welding Manufacturing Fundamentals	Certificate	Eastern Arizona College
Welding Technology	AAS	Eastern Arizona College
Welding Technology	Certificate	Eastern Arizona College

## Planned Procedures for Verifying Receiving Institutions

The Gila County Provisional Community College District (GCPCCD) currently contracts with Eastern Arizona College to provide educational programs in Gila County. The contract is due to expire on June 30, 2025. Since August 2023, Eastern Arizona College has been working with the GCPCCD to ensure all students attending the Gila County campuses can complete their certificate and/or degree by June 30, 2025. GCPCCD has patterned its certificates and degrees after those offered at Eastern Arizona College (EAC), thus the curricular requirements are very similar, if not identical. Courses and curricula at EAC can be accessed at [Unofficial-2024-2025-Catalog-Folder\\_MS-April29\\_1pm\\_web.pdf \(eac.edu\)](#). More details about programs offered at EAC can be accessed at [Programs - Eastern Arizona College \(eac.edu\)](#). Eastern Arizona College is accredited by the Higher Learning Commission, with its next reaffirmation of Accreditation scheduled for 2026-2027.

Additional colleges in neighboring counties, which have similar academic programs, include Coconino Community College, Yavapai College, Northland Pioneer College, Central Arizona College, and ten colleges in the Maricopa Community College District. These institutions are already familiar with Eastern Arizona College and its current offering of services in Gila County. All community colleges in Arizona participate in AZ Transfer, an organization of academic leaders from all of the Arizona Community colleges that supports successful transfer of credits and degree completion for students in all public postsecondary institutions in Arizona. Students can access the course equivalency guide to see how courses at any of the community colleges would transfer to Arizona State University, Northern Arizona University, and the University of Arizona. The Community College CEG displays the equivalencies from one community college to another that have been reverse engineered from the university-to-community college transfer data. Students can easily see which neighboring community college and/or university would be the best fit for them to transfer to in the event of campus closures in Gila County.

Programs that have professional licensure and/or certification include Cosmetology, Fire Fighting, Nursing, Nursing Assistant, Certified Medication Technician, Phlebotomy, and Medical Assistant. Students in these programs would be offered the opportunity to complete curricular requirements to enable them to sit for licensing exams. Students would also be advised of other Arizona Community Colleges offering similar certificates or programs to which they could transfer. Eastern Arizona College offers similar certificates/degrees with professional licensure in Allied Health programs such as Nursing Assistant, Certified Medication Technician, Phlebotomy, and Medical Assistant. Fire Fighter Operations is offered through the Maricopa Community College system. Cosmetology is offered at Eastern Arizona College. Nursing is offered at most of the Arizona Community Colleges including EAC.

## **Planned Procedures for Notifying Students and Ensuring Access to Transcripts**

If it becomes evident that the institution will discontinue instruction and close student enrollment, communication will be made to the GCPCCD Board, faculty, staff, and students to notify that change is likely to occur in the near future. GCPCCD will notify ACCJC, the U.S. Department of Education, and other accrediting bodies and internal stakeholders, that within a short time frame, the college will cease to operate a portion of, or all its operations. GCPCCD will post this information on its webpage and publicly through the local newspapers and radio stations. Students will be notified through their email, by faculty in each class. Information will also be posted throughout campus on the large TV screens. Students will be advised to order transcripts as soon as possible and then again after instruction has been completed.

The designated point of contact to direct all questions will be the administrative office on both the Gila Pueblo and Payson campuses. Dates of open meetings where information will be disseminated will be posted at both campuses, posted on the college website, and published through the local newspapers. Information will include the date of closure.

Once the contractual agreement between EAC and GCPCCD expires on June 30, 2025, and GCPCCD becomes an independent community college, GCPCCD will provide its own transcripts. An official electronic copy for each student, upon notification of an intended closure of the college, will be sent to post-secondary institutions selected by students attending Gila Community College. Administrative staff at the Gila Pueblo and Payson campuses will assist in this process.

Current students at Eastern Arizona College (EAC) can request official EAC transcripts through the National Student Clearinghouse. Students may request a transcript be sent electronically, by mail, or held for pick up at the Records Office. Each official transcript costs \$10, payable in advance. All indebtedness to EAC must be paid in full prior to a transcript being released.

Unofficial EAC transcripts requests can be printed, at no cost, from an EAC student's Gila Hank Online account. EAC students may also request an unofficial transcript at the EAC Records and Registration office.

## **Planned Procedures for Ensuring Availability of Resources to Support Students**

Gila County Provisional Community College District (GCPCCD) will assist in advising students in all transfer situations. Faculty will play a significant role in receiving and addressing questions from students to clarify rumors and confirm information. Academic advisors along with administrative staff on both the Gila Pueblo and Payson campuses will work with students to provide information about similar certificate and degree programs offered at neighboring community colleges and will assist students in transferring to another college. Transfer fairs will be held on both the Gila Pueblo and Payson campuses. Neighboring community colleges will be invited to participate in the transfer fair. Students will be provided with information on how to request official transcripts and other official records both prior to and beyond the closure date. Advisors will assist students with submitting applications to potential receiving institutions. Faculty will work with receiving institutions to write curriculum maps for transferring students.

## **Student Data**

Included with this document is a list of all current degree seeking students in Gila County, currently enrolled at Eastern Arizona College (EAC), as part of the contractual agreement between EAC and the Gila County Provisional Community College District. A Degree Audit has been prepared for each student that outlines the certificate or degree requirements, indicates which requirements have been met, and which requirements have not yet been met. The report also indicates any degrees and certificates that have already been earned by each student. It is understood that ACCJC will retain this roster in their records to maintain confidentiality in accordance with federal regulations.

Attachments Submitted Separately to ACCJC:

- List of Students Enrolled Currently Seeking a Certificate or Degree
- Degree Audits