



**Gila County Provisional Community College District
Special Governing Board Meeting
Electronic (Zoom) Meeting
Wednesday, June 26, 2024
APPROVED**

1. Meeting was called to order by President Brocker at 9:04 a.m.

Board Roll Call:

President Brocker: present; VP Nye: present; Secretary Cockrell: present; Treasurer Shipley: present;
Member Knauss: excused absence

A quorum was present.

Pledge of Allegiance was led by Secretary Cockrell

Also Present:

Janice Lawhorn, GCPCCD Interim President; Lauri Avila, HR Specialist; Mary Springer, Procurement Specialist; Cindy Cook, GCPCCD Accountant; Erin McCord, GCPCCD Administrative Assistant

Guests:

CF Yankovich, Freelance Writer - Cates Corral News; Pete Aleshire, Reporter - Payson Roundup Newspaper;
Gary Lenzi, Globe Community Member; Luanne Herman, Payson Wellness Center

2. Call to the Public:

No one approached the board and the reading of A.R.S. 38-431.01 (H) was waived by President Brocker.

3. Interim President Report – Janice Lawhorn, Ph.D.

A. Gila County Community College District Seeks Public Comments

Interim President Lawhorn read the following and indicated this is a press release that will be sent to the local media:

In May 2024, the Gila County Community College District was reviewed and evaluated as meeting the Eligibility Requirements for accreditation by the Accrediting Commission for Community and Junior Colleges (ACCJC). The College is in the process of preparing the required Institutional Self-Evaluation Report (ISER) and will submit it in August 2024. We are hereby announcing that the Accrediting Commission (ACCJC) will visit the Gila Pueblo and Payson Campuses to assess Candidacy for accreditation from October 7-9, 2024. In advance of this visit, the Gila County Community College District is soliciting comments from third party individuals or groups, to ACCJC, regarding our application; comment forms can be accessed by visiting the Gila County Community College District homepage (<https://gilacc.org/>) for the link or visiting the following website:

<https://accjc.org/forms/third-party-comments/>

B. Spring 2024 Student Profiles

Interim President Lawhorn mentioned that in the Spring 2024 Student Profile is almost identical to the Fall demographics.

C. Simbli Demo for Board Members

Administrative Assistant McCord presented a five-minute demo overview of the key concepts. VP Nye, Treasure Shipley, and Member Knauss were sent email notifications from the Simbli system advising activation and providing login instructions. President Brocker and Secretary Cockrell were involved in the behind-the-scenes efforts and had been activated prior to the meeting today.

4. Action Items

A. 2024 GCPCCD - Lawhorn Interim President Contract. – President Brocker

President Brocker indicate the previous Interim President contract was for two years, that the new contract is for one year, and is renewable up to two years if necessary. President Brocker advised that hopefully a year from now it will be a GCC position and not an independent contract. . Treasure Shipley thanked Interim President Lawhorn and President Brocker for all their hard work and indicated that without their leadership, the College would not be where it is today.

Motion made by Treasurer Shipley, seconded by Secretary Cockrell to award an Interim President contract, to begin July 1, 2024, to current Interim President, Dr. Lawhorn.

Call for the question: In favor – 4; Opposed – 0; Abstained – 0. **Motion carries to approve.**

B. Resolution Regarding Establishing the GCCD June 2024. – President Brocker

President Brocker read the resolution and indicated it is to move the College from being a provisional district to an independent community college district. The conversation revolved around the future College acronym since Glendale Community College is already using GCC. No final decision was made regarding the acronym.

Motion made by Secretary Cockrell seconded by Treasurer Shipley, to approve the Resolution Regarding Establishing the GCCD June 2024.

Call for the question: In favor – 4; Opposed – 0; Abstained – 0. **Motion carries to approve.**

C. D2L Contract -Q-64603R - June 2024

Procurement Specialist Springer indicated several different companies were contacted but D2L software was chosen because of price and performance. Procurement Specialist Springer advised the software contract will be activated and implementation will begin in October 2024 so the College can have course offerings set up starting July 1, 2025.

Motion made by Treasurer Shipley, seconded by VP Nye to approve the D2L Contract -Q-64603R - June 2024, for five years and nine months at a total cost of \$214,186.28.

Call for the question: In favor – 4; Opposed – 0; Abstained – 0. **Motion carries to approve**

D. Western Technologies Contract Services Proposal – Payson Observatory

Procurement Specialist Springer explained that the Geotech survey company determines the type of components in the earth below a structure by using engineering techniques. RMA Western was chosen because it was the best quote out of three companies, and they can begin the work once the contract is signed.

Motion made by Secretary Cockrell, seconded by VP Nye to approve the RMA Western Contract Services Proposal – Payson Observatory in the amount of \$4,900.

Call for the question: In favor – 4; Opposed – 0; Abstained – 0. Motion carries to approve

E. Kimley-Horn SOW – Payson Observatory

Procurement Specialist Springer indicated this is for a site survey for the observatory project that is being funded through the Caris foundation grant. She asked for Board approval in the amount of \$30,200.

Motion made by Treasurer Shipley, seconded by Secretary Cockrell to approve the Kimley-Horn SOW – Payson Observatory in the amount of 30,200.

Call for the question: In favor – 4; Opposed – 0; Abstained – 0. Motion carries to approve.

F. Rural Policy Forum 2024 Foundational Sponsor

Interim President Lawhorn asked the Board if they would consider being a sponsor and advised that two of the Board members, President Brocker and VP Nye will be attending the forum. This funding will allow the College logo to be put on an item being handed out at the forum and on email communications. Interim President Lawhorn stated that the \$5,000 sponsorship is an opportunity for the College to be more engaged in the Northern part of the County. The forum will take place on August 8th and 9th. Treasure Shipley indicated that he has attended in the past and it is a great place to network.

Motion made by Secretary Cockrell, seconded by Treasurer Shipley to approve the Rural Policy Forum 2024 Foundational Sponsor, spending no more than \$8,000.

Call for the question: In favor – 4; Opposed – 0; Abstained – 0. Motion carries to approve.

G/H. Policies and Procedures – Lauri Avila, HR Specialist

HR Specialist Avila asked for the approval of the following policies:

2040-00 – Facilities and Asset Maintenance

2060-00 – Weapons on Campus

4031-00 – General Education Course Criteria

5070-00 – Personnel Development Program

And acceptance of the following procedures:

2000-01 – Policies and Procedures Guidelines

3100-02 – Institution Performance Data Review

3200-05 – Credit Card Uses and Responsibilities

5015-02 – Personnel Action Requests

Motion made by VP Nye, seconded by Treasurer Shipley, to approve policies: 2040-00 – Facilities and Asset Maintenance; 2060-00 – Weapons on Campus; 4031-00 – General Education Course Criteria; 5070-00 – Personnel Development Program and accept procedures: 2000-01 – Policies and Procedures Guidelines; 3100-02 – Institution Performance Data Review; 3200-05 – Credit Card Uses and Responsibilities; 5015-02 – Personnel Action Requests.

Call for the question: In favor – 4; Opposed – 0; Abstained – 0. Motion carries to approve.

5. Consent Agendas:

- A. Minutes from the June 10, 2024, Special Meeting
- B. Minutes from the June 10, 2024, Regular Meeting
- C. Resolution for Designation of Fernando Shipley as Chief Fiscal Officer for Officially Submitting the FY 2025 Expenditure Limitation Report to the Arizona Auditor General.

Motion made by Secretary Cockrell, seconded by VP Nye to approve the Consent Agendas.

Call for the question: In favor - 4; Opposed - 0; Abstained - 0. **Motion carries to approve.**

6. General Information and Discussion of the Same:

- A. The next District Governing Board meeting is scheduled for Wednesday, July 10 2024, at 9:00 a.m.
- B. Other Questions/Concerns/Announcements – none.

7. Adjournment: The meeting was adjourned at 10:01 a.m. by motion of Secretary Cockrell and seconded by VP Nye.

Respectfully submitted,



Janice Lawhorn, Ph.D.
Interim President, Gila County Provisional
Community College District

Attest:



President Jan Brocker, Ph.D.
GCPCCD Governing Board President

Attest:

Connie Cockrell

Secretary Connie Cockrell
GCPCCD Governing Board Secretary