



Tohono O'odham Kekel Ha-Maşcamakuđ
Board of Trustees Regular Meeting
July 28, 2022
Desert Diamond Casino and Hotel
Tucson, Arizona
In Person & Virtual Meeting

Addendums are attached to the end of this document



Tohono O'odham Kekel Ha-Maşcamakuđ

Board of Trustees Regular Meeting

Thursday July 28, 2022, 9:00 a.m.

Desert Diamond Casino & Hotel, Tucson, Arizona

In Person and Virtual Meeting – Phone, Internet via Zoom

Agenda

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General Matters

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Adjournment

Tohono O'odham Kekel Ha-Maşcamakuđ

Board of Trustees Regular Meeting

Thursday June 09, 2022

9:00 a.m.

TOCC Boardroom, Ma:cidag Gewkdag Ki:, S-cuk Du'ag Maşcamakuđ

In Person / Virtual Meeting

GENERAL MATTERS

1. Call to Order / Roll Call

The Board of Trustees Meeting was Called to Order at 9:09 a.m. by Vice Chairperson Bernard Siquieros.

Present	Excused Absence	Unexcused Absence	Attendance Time	Board of Trustees:
	X			Dr. Ofelia Zepeda, Chairperson
X			9:09 a.m.	Bernard Siquieros, Vice-Chairperson
X			9:09 a.m.	Tony (Anthony) Chana, Secretary
X			9:09 a.m.	Jonas Robles, Elder Member
X			9:09 a.m.	Mary Bliss, Member
				Administration Members
X			9:09 a.m.	Dr. Paul Robertson, President
X			9:09 a.m.	Dr. Mario Montes-Helo, Dean for Sustainability
X			9:09 a.m.	Joann Miguel, Dean of Finance
X			9:09 a.m.	Liz (Ofelia) Zepeda, Interim Dean of Student Services
X			9:09 a.m.	Dr. Tiffany Viggiano, Dean of Academics
				Recorder
X			9:09 a.m.	Evan Thomas, Special Assistant to the President
				Guests
X			9:09 a.m.	Kristin Eberhardt, Project Director, Title III Grant
X			9:09 a.m.	Jai Juan, Recruiter
X			9:09 a.m.	Ingrid Segundo, Director of Sponsored Projects
X			9:09 a.m.	Wendi Cline, Library Assistant
X			9:09 a.m.	Mickie Widener, Human Resources Generalist
X			9:09 a.m.	Deshon Miguel, Senior Systems Administrator
X			9:09 a.m.	Jay Juan, Chief of Operations
X			9:09 a.m.	Frances Benavidez, Director of Tohono O'odham Studies
X			9:09 a.m.	Christina Coffman, Academic Advisor Coordinator
X			9:09 a.m.	Sonya Juan, Human Resources Director
X			9:09 a.m.	Mike Mainus, Controller
X			9:20 a.m.	Alberta Espinoza, Counselor
X			9:20 a.m.	Myriah Cypriano, Administrative Asst., Student Services Div.
X			9:20 a.m.	Iris Nez, Bookstore Supervisor
X			9:20 a.m.	Novia James, Financial Aid Officer
X			9:20 a.m.	Diana Antone, Financial Aid Technician

X			9:20 a.m.	Michael Steward, Head Athletic Coach
X			9:20 a.m.	Carmella A. Pablo, Library Assistant
X			9:20 a.m.	LeAnn Lopez, Payroll Technician
X			9:30 a.m.	Aaron Antone, Facilities Maintenance Technician
X			9:41 a.m.	Andriana Jose, Principal Accountant
X			9:41 a.m.	Tashina Machain, Administrative Assistant
X			11:26 a.m.	Ben Jose, Research Assistant

Executive Summary: TOCC BOT acted on the following at the June 09, 2022 meeting:

- Approved the May 12, 2022 TOCC Board of Trustees regular meeting minutes with corrections.
- Accepted the April 2022 Financial Report with noted corrections.
- Accepted the Human Resources Report for June 2022 as presented.
- Approved the Associate of Science in Physical Science (ASPS) change as presented.
- Approved the Transcript Evaluation Policy change as presented.
- Approved the request to apply for the AICF grant as presented.

2. Invocation

An invocation of a prayer and song was given by Jonas Robles.

3. Review and Approval of Agenda

The BOT meeting agenda was reviewed and the following modifications were made:

- Proposed FY23 TOCC Budget Item
 - An update will be given as part of the April 2022 Financials presentation.
- New Business Item 5: AICF Grant Opportunity
- The Curriculum Change Form Program Modification for ASPS item is a continuation of the Associate of Science in Physical Science (ASPS) Change and can be omitted as an agenda item.

A motion was made to approve the meeting agenda with presented modifications.

MOTION: Motion by Mary Bliss, Seconded by Tony Chana to approve the meeting agenda with presented modifications.

VOTE: 4 FOR, 0 OPPOSED, 0 ABSTAIN, 1 ABSENT.

MOTION APPROVED

4. Announcements and Upcoming Events

- a) Hannah Gonzales, AICF, will be introduced to the BOT. A luncheon with the board and TOCC staff is planned.
- b) The TOCC BOT July Regular Meeting and Retreat will be July 14-15, 2022 at the Desert Diamond Casino & Hotel, Tucson, Arizona. In Person & Virtual.

- c) The virtual Baboquivari District Council meeting is Saturday June 11, 2022. Evan Thomas, Special Assistant to the President, will distribute the joining instructions when received.
- d) Vice Chairperson Siqueros conveyed positive comments about the 2022 TOCC Commencement and acknowledged all TOCC staff that assisted in the event.

5. Minutes from the May 12, 2022 regular meeting of the TOCC Board of Trustees.

Corrected minutes were reviewed by the Board of Trustees.

A motion was made to approve the May 12, 2022 TOCC Board of Trustees regular meeting minutes with corrections.

MOTION: Motion by Mary Bliss, Seconded by Jonas Robles to approve the May 12, 2022 TOCC Board of Trustees regular meeting minutes with corrections.

VOTE: 4 FOR, 0 OPPOSED, 0 ABSTAIN, 1 ABSENT

MOTION APPROVED

6. Call to the Audience – None

7. Coronavirus Update – Dr. Paul Robertson, President

Security personnel continue to maintain the health screening area, ~~to ensure~~ing everyone has proof of vaccination ~~when they upon arrive~~ing on campus. Vendors ~~without that do not have~~ proof are tested and turned away if necessary. Positive comments from the community have been expressed about TOCC's coronavirus protocols.

NEW BUSINESS

1. Financial Report for April 2022 – Mike Mainus, Controller

Mr. Mike Mainus presented the April 2022 Financial Report. Corrections were noted. Revisions will be made and sent to the BOT via email.

A motion was made to accept the April 2022 Financial Report with noted corrections.

MOTION: Motion by Mary Bliss, Seconded by Tony Chana to accept the April 2022 Financial Report with noted corrections.

VOTE: 4 FOR, 0 OPPOSED, 0 ABSTAIN, 1 ABSENT

MOTION APPROVED

A recap of the Proposed FY23 TOCC Budget was distributed to the BOT. The Budget Subcommittee will be sent all proposed division budgets and a meeting will be scheduled. A special BOT meeting to approve the FY23 TOCC Budget will be set prior to July 01, 2022.

2. Human Resources Report – Sonya Juan, Human Resources Director

An Addendum of the Human Resources report for June 2022 was distributed to the BOT. The following new hires were in attendance and introduced to the board:

- Aaron Antone, Facilities Maintenance Technician, Operations
- Iris Nez, Bookstore Supervisor, Finance Division
- Christina Coffman, Academic Advisor Coordinator, Education Division

Director Juan reviewed the Employment Vacancy Activity Log. The Employee Statistics information is being compiled utilizing information from Paychex Flex.

A motion was made to accept the Human Resources Report for June 2022 as presented.

MOTION: Motion by Mary Bliss, Seconded by Jonas Robles to accept the Human Resources Report for June 2022 as presented.

VOTE: 4 FOR, 0 OPPOSED, 0 ABSTAIN, 1 ABSENT

MOTION APPROVED

3. Associate of Science in Physical Science (ASPS) Change – Dr. Tiffany Viggiano, Dean of Academics

The information was included in the June 2022 board packet. The proposed changes will not hinder TOCC students transferring to a university program.

A motion was made to approve the Associate of Science in Physical Science (ASPS) change as presented.

MOTION: Motion by Tony Chana, Seconded by Jonas Robles to approve the Associate of Science in Physical Science (ASPS) change as presented.

VOTE: 4 FOR, 0 OPPOSED, 0 ABSTAIN, 1 ABSENT

MOTION APPROVED

4. Transcript Evaluation Policy Change – Dr. Tiffany Viggiano, Dean of Academics

A portion of TOCC's transcript evaluation policy was omitted. TOCC has been accepting all non-major coursework. This affects financial aid eligibility for some students.

The recommendation to the Transfer of Credits section of the TOCC College Catalog was included in the June 2022 board packet.

A motion was made to approve the Transcript Evaluation Policy change as presented.

MOTION: Motion by Tony Chana, Seconded by Mary Bliss to approve the Transcript Evaluation Policy change as presented.

VOTE: 4 FOR, 0 OPPOSED, 0 ABSTAIN, 1 ABSENT

MOTION APPROVED

5. American Indian College Fund (AICF) Grant Opportunity – Dr. Paul Robertson, President

Criteria for the TCU President's Fund Grant Guidelines and Reporting Agreement was distributed to the BOT. TOCC Administration is seeking board approval to apply for the \$100,000 grant.

A motion was made to approve the request to apply for the AICF grant as presented.

MOTION: Motion by Tony Chana, Seconded by Mary Bliss to approve the request to apply for the AICF grant as presented.

VOTE: 4 FOR, 0 OPPOSED, 0 ABSTAIN, 1 ABSENT

MOTION APPROVED

REPORTS – BY DIVISION and DIVISION COMPONENTS

The TOCC Division and Division Component Reports were reviewed and high points summarized.

1. President, HR, Operations, Community of Practice
2. Education Division, NSF STEM, Tohono O'odham Studies
3. Student Services Division
4. Sustainability, IT, IE, Workforce and Community Development
5. Student Life, Residence Life, Athletics & Wellness

GENERAL MATTERS

1. Executive Session

The BOT excused the attendees and convened for an Executive Session at 12:30 p.m.

ADJOURNMENT – 1:26 p.m.

A motion was made to adjourn the June 2022 BOT regular meeting.

MOTION: Motion by Tony Chana, Seconded by Jonas Robles to adjourn the June 2022 BOT regular meeting.

VOTE: 4 FOR, 0 OPPOSED, 0 ABSTAIN, 1 ABSENT

MOTION APPROVED

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MOTION APPROVED

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2. Education Division, NSF STEM, Tohono O'odham Studies
3. Student Services Division
4. Sustainability, IT, IE, Workforce and Community Development
5. Student Life, Residence Life, Athletics & Wellness

GENERAL MATTERS

1. Executive Session

The BOT excused the attendees and convened for an Executive Session at 12:30 p.m.

ADJOURNMENT – 1:26 p.m.

A motion was made to adjourn the June 2022 BOT regular meeting.

MOTION: Motion by Tony Chana, Seconded by Jonas Robles to adjourn the June 2022 BOT regular meeting.

VOTE: 4 FOR, 0 OPPOSED, 0 ABSTAIN, 1 ABSENT

MOTION APPROVED

Tohono O'odham Kekel Ha-Maşcamakuđ

Board of Trustees Special Meeting

Wednesday June 29, 2022

10:00 a.m.

TOCC Boardroom, Ma:cidag Gewkdag Ki:, S-cuk Du'ag Maşcamakuđ

In Person / Virtual Meeting

GENERAL MATTERS

1. Call to Order / Roll Call

The Board of Trustees Special Meeting was Called to Order at 10:15 a.m. by Chairperson Dr. Ofelia Zepeda.

Present	Excused Absence	Unexcused Absence	Attendance Time	Board of Trustees:
X			10:15 a.m.	Dr. Ofelia Zepeda, Chairperson
X			10:15 a.m.	Bernard Siquieros, Vice-Chairperson
X			10:15 a.m.	Tony (Anthony) Chana, Secretary
X			10:15 a.m.	Jonas Robles, Elder Member
X			10:15 a.m.	Mary Bliss, Member
				Administration Members
X			10:15 a.m.	Dr. Paul Robertson, President
X			10:15 a.m.	Dr. Mario Montes-Helu, Dean for Sustainability
X			10:15 a.m.	Joann Miguel, Dean of Finance
X			10:15 a.m.	Liz (Ofelia) Zepeda, Interim Dean of Student Services
X			10:15 a.m.	Dr. Tiffany Viggiano, Dean of Academics
				Recorder
X			10:15 a.m.	Evan Thomas, Special Assistant to the President
				Guests
X			10:15 a.m.	Mike Mainus, Controller
X			10:15 a.m.	Jai Juan, Recruiter
X			10:15 a.m.	Sharon Parker, Adjunct Faculty
X			10:15 a.m.	Kristin Eberhardt, Project Director, Title III Grant
X			10:15 a.m.	Diana Antone, Financial Aid Technician
X			10:15 a.m.	Sylvia Hendricks, Director of Student Life
X			10:15 a.m.	Paschell Wilson, Culinary Arts Instructor
X			10:15 a.m.	Deshon Miguel, Senior Systems Administrator
X			10:15 a.m.	Anselmo Ramon, Chair of Academic Programs in WCD
X			10:15 a.m.	Anthony Osborn, Adjunct Faculty
X			10:15 a.m.	Mickie Widener, Human Resources Generalist
X			10:15 a.m.	Novia James, Financial Aid Officer
X			10:15 a.m.	Chandra Claw, Registrar
X			10:15 a.m.	Alberta Espinoza, Counselor
X			10:15 a.m.	Sonya Juan, Human Resources Director
X			10:15 a.m.	Myriah Cypriano, Administrative Asst., Student Services Div.

X			10:15 a.m.	Jay (Johnny) Juan, Chief of Operations
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Executive Summary: TOCC BOT acted on the following at the June 29, 2022 special meeting:

- Approved the TOCC Fiscal Year 2023 Budget.

2. Invocation

An invocation of a prayer and song was given by Jonas Robles.

3. Review and Approval of Agenda

The BOT meeting agenda was reviewed with the sole New Business Item of the TOCC FY2023 Proposed Budget – Review and Approval.

A motion was made to approve the meeting agenda with the sole New Business Item.

MOTION: Motion by Bernard Siquieros, Seconded by Mary Bliss to approve the meeting agenda with the sole New Business Item.

VOTE: 5 FOR, 0 OPPOSED, 0 ABSTAIN, 0 ABSENT.

MOTION APPROVED

NEW BUSINESS

1. TOCC FY2023 Proposed Budget – Joann Miguel, Dean of Finance, Mike Mainus, Controller

Ms. Joann Miguel and Mr. Mike Mainus presented the TOCC FY2023 Proposed Budget. The process of meeting with the various components and divisions on their proposed budgets was productive. The Budget Subcommittee met on June 22, 2022 to finalize the proposed budget.

A motion was made to approve the TOCC FY2023 Budget as presented.

MOTION: Motion by Mary Bliss, Seconded by Bernard Siquieros to approve the TOCC FY2023 Budget as presented.

VOTE: 5 FOR, 0 OPPOSED, 0 ABSTAIN, 0 ABSENT

MOTION APPROVED

Recognition and Thanks were expressed to the TOCC Administration and the Finance Division for working on the budget. The budget indicates the growth that TOCC has made in meeting the goals for the O’odham.

ADJOURNMENT – 11:11 a.m.

A motion was made to adjourn the June 29, 2022 BOT special meeting.

MOTION: Motion by Tony Chana, Seconded by Mary Bliss to adjourn the June 29, 2022 BOT special meeting.

VOTE: 5 FOR, 0 OPPOSED, 0 ABSTAIN, 0 ABSENT

MOTION APPROVED

INTEROFFICE MEMORANDUM

TO: BOARD OF TRUSTEES, TOHONO O'ODHAM COMMUNITY COLLEGE
FROM: MIKE MAINUS - CONTROLLER
DATE
AGENDA ITEM: MONTHLY FINANCIAL REPORTS FOR May 31, 2022

EXECUTIVE SUMMARY

Enclosed are the financial reports for May 2022, as detailed budget reports by department. The format correlates with the audited financial statements, generally accepted accounting principles and internal account structure. May 31, 2022, as follows:

* Bank of America, regular operational checking account	\$ 14,069,297
* LLC Cash Available	221
*Bank of America - TPT Construction Needs	493,579
* Bank of America Capital Campaign	6,550
* Bookstore Cash	12,846
* Petty Cash	100
Cash and cash equivalents in all accounts	<u>\$ 14,582,593</u>

Investments Follow:

* Community Foundation	\$ 434,644
* Wells Fargo Securities, Building/Operating Reserves	1,838,401
Investment total	<u>\$ 2,273,045</u>

Other Assets	\$ 14,788,762
Buildings (net of Depreciation)	10,265,244
Student A/R	191,450
Contribution Receivable TO Nation	300,000
Grants Receivable	3,391,692
Inventory	410,100
Prepays	100,426
Other A/R	129,850
	<u>14,788,762</u>

Total Unrestricted assets	<u><u>\$ 31,644,400</u></u>
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Recommendation: The President recommends that the Board of Trustees shall accept the financial report
For the Month Ended May 31, 2022

Operating Cash Balance for May 2022 \$ 6,912,382

Note: Operating Ending Cash Balance will fluctuate greatly each month during FY ending June 30, 2022. The major reason for this fluctation is monthly net cash activity of grant expenses/receipts. The eventual FY 2022 ending operating cash will decrease to an estimated balance of \$2,898,904 based upon FY 2022 budget expectations.

Tohono O'odham Community College
Statements of Financial Position
May 31, 2022, April 30, 2022, and June 30, 2021 (Audited)
(Intended for internal management purposes only)

16

Assets	(Unaudited) May 31 2022	(Unaudited) April 30 2022	(Audited) June 30, 2021
Bank of America - operating account	\$ 14,103,271	\$ 14,354,678	11,524,743
Bank of America - TPT Construction Needs	493,579	456,113	-
Bank of America - capital campaign account	6,550	6,550	6,550
Bookstore cash	12,846	10,812	8,123
Petty cash	100	100	100
LLC Checking and Cash on Hand All Accounts	221	221	268,659
* Student accounts receivable, net of allowance for doubtful accounts	191,450	191,450	207,442
Contribution Receivable TO Nation	300,000	300,000	300,000
Contracts and grants receivable	3,391,692	3,391,692	3,391,692
Bookstore inventory	410,100	491,430	273,991
Prepaid expenses	100,426	104,706	4,584
Wells Fargo - Building and Operating reserves	1,838,401	1,833,941	1,969,507
Community Foundation of Southern Arizona - endowment	434,644	434,644	445,771
* Land, buildings and equipment, net of accumulated depreciation	10,265,244	10,265,244	10,265,244
Other receivables	129,850	199,038	12,329
Total Assets	\$ 31,678,374	\$ 32,040,619	\$ 28,678,735
Liabilities and Net Equity			
Accounts payable	\$ 326,396	\$ 194,867	889,851
Salary related payable	531,127	463,145	513,705
Deposits/Funds Held for others	29,870	29,870	29,870
Other Payables and Accrued Expenses	9,762	3,912	75,992
Deferred grant revenue	10,768,426	10,768,426	10,768,426
Total Liabilities	\$ 11,665,581	\$ 11,460,220	\$ 12,277,844
Equity:			
Unrestricted:			
Designated by the board of trustees	\$ 1,818,011	\$ 1,818,011	1,818,011
Designated Endowment CFSA	210,340	210,340	210,340
Expended for property and equipment	8,638,796	8,638,796	8,638,796
Designated for operating budget plus grants	8,320,521	8,888,127	4,708,619
Unrestricted Equity	\$ 18,987,668	\$ 19,555,274	\$ 15,375,766
Temporarily restricted	\$ 691,460	\$ 691,460	\$ 691,460
Permanently restricted	333,665	333,665	333,665
Restricted Equity	\$ 1,025,125	\$ 1,025,125	\$ 1,025,125
Total Liabilities and Equity	\$ 31,678,374	\$ 32,040,619	\$ 28,678,735

***Recap #1**

* Recap Explained of Net Students Accounts Receivable	May 2022	April 2022	\$ June 2021
Accounts Receivable	\$ 278,093	\$ 278,093	293,863
Allowance for Bad Debt	(86,643)	(86,643)	(86,421)
* Student accounts receivable, net of allowance	<u>\$ 191,450</u>	<u>\$ 191,450</u>	<u>207,442</u>

***Recap #2**

* Recap Explained of Net Net Fixed Assets	May 2022	April 2022	June 2021
Land Buildings & Equipment	\$ 18,156,232	\$ 18,156,232	\$ 18,156,232
Allowance for Depreciation	(7,890,988)	(7,890,988)	(7,890,988)
* Land building and Equipment, net of Accumulated Depreciation	<u>\$ 10,265,244</u>	<u>\$ 10,265,244</u>	<u>\$ 10,265,244</u>

TOHONO O'ODHAM COMMUNITY COLLEGE

Unrestricted Budget Activity

For the Month Ended May 31, 2022

Tohono O'odham Community College
Statement of Activities - Budget and Actual
For the Month Ended May 31, 2022
(Intended for internal management purposes only)

UNRESTRICTED OPERATING BUDGET	FY 2022		Budget Variance	Remaining %
	Year-to-Date Actual	Annual Budget		
Unrestricted revenues:				
Tuition and fees	\$ 95,383	\$ 91,010	\$ 4,373	0%
Student Housing		82,000	(82,000)	-100%
Meals		6,189	(6,189)	-100%
Legislative Contribution - Tohono O'odham Nation	4,853,376	4,853,376	-	0%
Tribal Community College Act	2,302,313	2,114,950	187,363	0%
Indirect costs recovered on restricted federal grants	204,837	345,000	(140,163)	-41%
Unrestricted gifts and donations	15,416	13,000	2,416	19%
Bookstore sales	101,614	46,000	55,614	121%
LLC Contract	23,939	143,633	(119,694)	-83%
Miscellaneous income	61,362	30,000	31,362	0%
Total Unrestricted Revenues	\$ 7,658,240	\$ 7,725,158	\$ (66,918)	-1%
Unrestricted expenses:				
Educational program services:				
Instruction	\$ 1,500,689	\$ 1,781,709	\$ 281,020	16%
Student services	921,316	1,154,445	233,129	20%
Auxiliary enterprises	257,821	452,505	194,684	43%
Supporting services:				
Academic support	218,427	415,969	197,542	47%
Institutional support without Depreciation/Bad Debts	1,766,642	1,983,937	217,295	11%
Facility operations and maintenance	752,448	1,103,587	351,139	32%
Sustainability	140,777	150,255	9,478	6%
Cultural Liason	77,079	86,988	9,909	11%
Student Life	306,968	427,760	120,792	28%
San Carlos BIE Funds and Tuition and Fees	546,097	463,794	(82,303)	0%
Culinary Arts Program	10,789	61,383	50,594	82%
Total Unrestricted Expenses	\$ 6,499,053	\$ 8,082,332	\$ 1,583,279	20%
 Unrestricted excess (deficiency) w/o Bad Debts/Depreciated	 \$ 1,159,187	 \$ (357,174)	 \$ 1,516,361	

Tohono O'odham Community College
Unrestricted Expenses and Budget by Department
For the Month Ended May 31, 2022
(Intended for internal management purposes only)

**Note: Remaining Budget Target for
Operational expenses is 8%**

	<u>Year-to-Date</u>		<u>2022 Annual</u>	<u>Remaining</u>	<u>Remaining</u>
	<u>Actual</u>		<u>Budget</u>	<u>Budget</u>	<u>%</u>
INSTRUCTION					
Instruction - 1100					
Compensation	\$ 1,154,247	\$	1,261,006	\$ 106,759	8%
Employee related expenses	191,858		292,182	100,324	34%
Employee tuition waivers/tuition waivers			1,500	1,500	100%
Travel and training	196		11,700	11,504	98%
Mileage			3,800	3,800	100%
Registrations	1,870		3,800	1,930	51%
Commuter Allowance	3,346		3,600	254	7%
Printing			2,000	2,000	100%
Consultant Fees	800		2,800	2,000	71%
Education Supplies	9,721		9,000	(721)	0%
Office supplies			9,000	9,000	100%
Art program Supplies	3,514		15,000	11,486	77%
Meeting expense	6,931		3,000	(3,931)	0%
Subscriptions/Periodicals	2,362		2,400	38	2%
Furniture & Fixtures			5,000	5,000	100%
	<u>\$ 1,374,845</u>	<u>\$</u>	<u>1,625,788</u>	<u>\$ 250,943</u>	<u>15%</u>
Work Force Comm Development - 1500					
Compensation	\$ 96,645	\$	101,856	\$ 5,211	5%
Employee related expenses	27,110		24,515	(2,595)	0%
Travel & Training			3,000	3,000	100%
Mileage			300	300	100%
Registrations			1,000	1,000	100%
Commuter Allowance	1,656		1,800	144	8%
Advertising & Promotion			3,200	3,200	100%
Office supplies			500	500	100%
Meeting Expense	67		1,000	933	93%
Tuition Waivers			2,500	2,500	100%
Other Tools and Equipment	-		2,000	2,000	100%
Office Equipment			6,000	6,000	100%
	<u>\$ 125,478</u>	<u>\$</u>	<u>147,671</u>	<u>\$ 22,193</u>	<u>15%</u>
ABE-GED - 1800					
Travel/training/Registrations	\$ 366	\$	5,000	\$ 4,634	93%
Mileage	-		1,500	1,500	100%
Registrations			500	500	100%
Memberships			500	500	100%
Office Supplies			375	375	100%
Other Office Supplies			375	375	100%
	<u>\$ 366</u>	<u>\$</u>	<u>8,250</u>	<u>\$ 7,884</u>	<u>96%</u>
				-	
				-	
TOTAL INSTRUCTION	<u>\$ 1,500,689</u>	<u>\$</u>	<u>1,781,709</u>	<u>\$ 281,020</u>	<u>16%</u>

Tohono O'odham Community College
Unrestricted Expenses and Budget by Department
For the Month Ended May 31, 2022
(Intended for internal management purposes only)

**Note: Remaining Budget Target for
Operational expenses is 8%**

	<u>Year-to-Date</u>		<u>2022 Annual</u>	<u>Remaining</u>	<u>Remaining</u>
	<u>Actual</u>		<u>Budget</u>	<u>Budget</u>	<u>%</u>
STUDENT SERVICES					
Student services - 5100					
Compensation	\$ 474,681	\$	495,696	\$ 21,015	4%
Employee related expenses	131,529		196,817	65,288	33%
Recruiting	15,168		26,896	11,728	44%
Employee Paid Insurance/Legal Plans			8,000	8,000	100%
Employee tuition waivers			1,000	1,000	100%
Travel and training	5,618		21,104	15,486	73%
Mileage			750	750	100%
Registrations			1,950	1,950	100%
Commuter Allowance	3,380		3,600	220	6%
Graduation	7,169		8,000	831	10%
Printing	855		3,300	2,445	74%
Memberships			1,205	1,205	100%
Advertising			4,900	4,900	100%
Comm/student events	1,543		13,000	11,457	88%
Consultant Fees			15,000	15,000	100%
Education supplies			2,500	2,500	100%
Office supplies	1,355		4,200	2,845	68%
Meeting expense	653		3,000	2,347	78%
Promotional			1,500	1,500	100%
Furniture and Fixtures	7,454		2,600	(4,854)	0%
Office Equipment			2,148	2,148	100%
	<u>\$ 649,405</u>	<u>\$</u>	<u>817,166</u>	<u>\$ 167,761</u>	<u>21%</u>
Financial aid office - 5200					
Compensation	\$ 143,102	\$	168,848	\$ 25,746	15%
Employee related expenses	43,620		58,444	14,824	25%
Travel and training	956		10,000	9,044	90%
Registrations	610		2,000	1,390	70%
Memberships	285		1,000	715	72%
Office supplies	710		2,000	1,290	65%
Promotional			2,000	2,000	100%
	<u>\$ 189,283</u>	<u>\$</u>	<u>244,292</u>	<u>\$ 55,009</u>	<u>23%</u>
Residence Life - 5400					
Compensation	\$ 39,996	\$	41,845	\$ 1,849	4%
Employee related expenses	11,714		13,507	1,793	13%
Travel and training expense			1,500	1,500	100%
Mileage			200	200	100%
Registration expenses			400	400	100%
Communications	465		635	170	27%
Memberships			300	300	100%
Advertising	485		300	(185)	0%
Comm/student events			3,500	3,500	100%
Office supplies			600	600	100%
Meeting Expense			1,000	1,000	100%
Custodial Expenses	3,198		3,000	(198)	0%
Subscriptions/periodicals			3,000	3,000	100%
Stipends			5,000	5,000	100%
Furniture & Fixtures	26,770		17,200	(9,570)	0%
	<u>82,628</u>	<u>\$</u>	<u>91,987</u>	<u>\$ 9,359</u>	<u>10%</u>

Tohono O'odham Community College
Unrestricted Expenses and Budget by Department
For the Month Ended May 31, 2022
(Intended for internal management purposes only)

**Note: Remaining Budget Target for
Operational expenses is 8%**

	<u>Year-to-Date</u>		<u>2022 Annual</u>	<u>Remaining</u>	<u>Remaining</u>
	<u>Actual</u>		<u>Budget</u>	<u>Budget</u>	<u>%</u>
Student senate - 1410					
Office supplies			400	400	100%
Meeting expense	\$ -	\$ 600	\$ 600	\$ 600	100%
	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	100%
				-	
TOTAL STUDENT SERVICES	\$ 921,316	\$ 1,154,445	\$ 233,129	20%	
AUXILIARY ENTERPRISES					
Athletics - 5300					
Compensation	\$ 98,966	\$ 105,690	\$ 6,724	6%	
Employee related expenses	33,083	37,115	4,032	11%	
Recruiting Expense	582	2,000	1,418	71%	
Travel		6,000	6,000	100%	
Machinery/Equipment Repairs	-	7,000	7,000	100%	
Vehicle Rental	2,172	4,000	1,828	46%	
Fuel	370	1,500	1,130	75%	
Hotel	3,677	3,500	(177)	0%	
Uniform/Retail Purchases	2,508	8,000	5,492	69%	
Meals	2,804	6,500	3,696	57%	
Memberships	7,901	9,000	1,099	12%	
Advertising & Promotion	1,887	8,000	6,113	76%	
Consultant Fees	4,100	5,000	900	18%	
On Travel Medical		3,000	3,000	100%	
Other Professional Fees	1,689	3,000	1,311	44%	
Office Supplies	94	2,500	2,406	96%	
Tuition Waivers		25,000	25,000	100%	
Contracts/Subcontracts	15,006	18,000	2,994	17%	
Program Supplies	6,799	18,000	11,201	62%	
Archery Expense	2,626	7,000	4,374	62%	
	<u>184,264</u>	<u>279,805</u>	<u>95,541</u>	<u>34%</u>	
Bookstore - 9100					
Compensation	\$ 50,587	\$ 72,023	\$ 21,436	30%	
Employee related expenses	14,687	23,377	8,690	37%	
Cost of Goods Sold-Retail	41	60,000	59,959	100%	
Office supplies	1,379	4,300	2,921	68%	
Promotional	6,863	13,000	6,137	47%	
	<u>\$ 73,557</u>	<u>\$ 172,700</u>	<u>\$ 99,143</u>	<u>57%</u>	
TOTAL AUXILIARY ENTERPRISES	\$ 257,821	\$ 452,505	\$ 194,684	43%	

Tohono O'odham Community College
Unrestricted Expenses and Budget by Department
For the Month Ended May 31, 2022
(Intended for internal management purposes only)

**Note: Remaining Budget Target for
Operational expenses is 8%**

Note: Remaining Budget Target for Operational expenses is 8%		<u>Year-to-Date</u>	<u>2022 Annual</u>	<u>Remaining</u>	<u>Remaining</u>
		<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>%</u>
ACADEMIC SUPPORT					
				-	
Academic support - 1200				-	
Compensation	\$	57,728	\$ 92,333	\$ 34,605	37%
Employee related expenses		22,420	43,467	21,047	48%
Employee Tuition Waivers			400	400	100%
Travel and training			1,500	1,500	100%
Mileage			250	250	100%
Registrations			250	250	100%
Community Student Events			3,000	3,000	100%
Consultant fees			2,500	2,500	100%
Education Supplies		2,773	3,000	227	8%
Office supplies			4,000	4,000	100%
Meeting Expense		1,554	2,000	446	22%
Promotional		-	1,500	1,500	100%
	\$	<u>84,475</u>	\$ <u>154,200</u>	\$ <u>69,725</u>	<u>45%</u>
Library - 4130					
Compensation	\$	67,689	\$ 135,336	\$ 67,647	50%
Employee related expenses		25,578	53,933	28,355	53%
Travel and training			2,000	2,000	100%
Registrations			150	150	100%
Commuter Allowance		83	1,800	1,717	95%
Memberships			160	160	100%
Consultant Fees		13,120	15,600	2,480	16%
Office supplies		1,093	5,000	3,907	78%
Meeting expenses			400	400	100%
Subscriptions/periodicals		13,859	25,790	11,931	46%
Contracts/subcontracts		7,075	12,000	4,925	41%
Promotional			600	600	100%
Office equipment		3,094	4,000	906	23%
Library collection		2,361	5,000	2,639	53%
Depreciation		-		-	
	\$	<u>133,952</u>	\$ <u>261,769</u>	\$ <u>127,817</u>	<u>49%</u>
TOTAL ACADEMIC SUPPORT					
	\$	<u>218,427</u>	\$ <u>415,969</u>	\$ <u>197,542</u>	<u>47%</u>

Tohono O'odham Community College
Unrestricted Expenses and Budget by Department
For the Month Ended May 31, 2022
(Intended for internal management purposes only)

**Note: Remaining Budget Target for
Operational expenses is 8%**

	<u>Year-to-Date</u>		<u>2022 Annual</u>	<u>Remaining</u>	<u>Remaining</u>
	<u>Actual</u>		<u>Budget</u>	<u>Budget</u>	<u>%</u>
INSTITUTIONAL SUPPORT					
President's office - 6100					
Compensation	\$ 154,066	\$	153,498	\$ (568)	0%
Employee related expenses	40,654		38,740	(1,914)	0%
Student related travel			2,000	2,000	100%
Travel and training	513		1,000	487	49%
Mileage	219		400	181	45%
Registrations			1,000	1,000	100%
Car Allowance	6,622		7,200	578	8%
Office supplies	440		500	60	12%
Meeting expenses	1,521		500	(1,021)	0%
	<u>\$ 204,035</u>	<u>\$</u>	<u>204,838</u>	<u>\$ 803</u>	<u>0%</u>
Himdag - 6150					
Comm/Student/Events	\$ 763	\$	2,000	\$ 1,237	62%
Meeting Expense			700	700	100%
Promotional	-		1,000	1,000	100%
	<u>\$ 763</u>	<u>\$</u>	<u>3,700</u>	<u>\$ 2,937</u>	<u>79%</u>
Board of Trustees - 6190					
Trustee fees	\$ 23,211	\$	17,000	\$ (6,211)	0%
Travel and training	250		4,500	4,250	94%
Mileage	3,643		2,500	(1,143)	0%
Registrations			500	500	100%
Communications	680		900	220	24%
Meeting expenses	3,372		4,000	628	16%
	<u>\$ 31,156</u>	<u>\$</u>	<u>29,400</u>	<u>\$ (1,756)</u>	<u>0%</u>
Institutional Effectiveness - 1300					
Compensation	\$ 47,915	\$	50,140	\$ 2,225	4%
Employee related expenses	12,742		15,045	2,303	15%
Travel and training	-		1,000	1,000	100%
Mileage	-		200	200	100%
Registrations	-		200	200	100%
Vehicle Rental			250	250	100%
Office Supplies			200	200	100%
Contracts/Subcontracts			450	450	100%
Office Equipment			700	700	100%
	<u>\$ 60,657</u>	<u>\$</u>	<u>68,185</u>	<u>\$ 7,528</u>	<u>11%</u>
LLC Support - 1401					
Compensation	\$ 79,034	\$	117,081	\$ 38,047	32%
Employee related expenses	24,920		51,201	26,281	51%
Commuter Allowance	119		-	(119)	0%
Communications	51		-	(51)	0%
Vehicle Rentals	20,052		26,000	5,948	23%
Bank Charges	177			(177)	0%
	<u>\$ 124,353</u>	<u>\$</u>	<u>194,282</u>	<u>\$ 70,106</u>	<u>36%</u>

Tohono O'odham Community College
Unrestricted Expenses and Budget by Department
For the Month Ended May 31, 2022
(Intended for internal management purposes only)

**Note: Remaining Budget Target for
Operational expenses is 8%**

	<u>Year-to-Date</u>		<u>2022 Annual</u>	<u>Remaining</u>	<u>Remaining</u>
	<u>Actual</u>		<u>Budget</u>	<u>Budget</u>	<u>%</u>
Administration & Finance - 6200					
Compensation	\$ 329,783	\$	366,882	\$ 37,099	10%
Employee related expenses	92,596		147,493	54,897	37%
Employee Tuition Waivers	-		650	650	100%
Travel and training			1,000	1,000	100%
Mileage			100	100	100%
Registrations			250	250	100%
Commuter Allowance	4,967		5,400	433	8%
Auditing	59,658		47,000	(12,658)	0%
Office supplies	2,055		4,000	1,945	49%
Meeting expenses			400	400	100%
Contracts/subcontracts	109,264		135,000	25,736	19%
Bank Charges	4,161		6,000	1,839	31%
	<u>\$ 602,484</u>	<u>\$</u>	<u>714,175</u>	<u>\$ 111,691</u>	<u>16%</u>
General support services - 6300					
Benefits Unemployment	\$ 2,671	\$	12,000	\$ 9,329	78%
Postage & Delivery	10,516		12,000	1,484	12%
Insurance	111,846		95,000	(16,846)	0%
Memberships	36,105		35,000	(1,105)	0%
Legal Fees	23,994		25,000	1,006	4%
Consultants	-		-	-	0%
Meeting expenses	2,417		6,000	3,583	60%
Subscriptions & Periodicals	760		7,000	6,240	89%
Promotional	668		2,500	1,832	73%
	<u>\$ 188,977</u>	<u>\$</u>	<u>194,500</u>	<u>\$ 5,523</u>	<u>3%</u>
IT - 6350					
Compensation	\$ 83,383	\$	137,397	\$ 54,014	39%
Employee related expenses	22,661		79,253	56,592	71%
Employee Tuition Waivers			300	300	100%
Travel and training	1,418		3,000	1,582	53%
Registrations			3,000	3,000	100%
Communications	106,635		85,842	(20,793)	0%
Memberships	730		700	(30)	0%
Consultant Fees & Expenses	12,354		25,000	12,646	51%
Licenses and fees			16,586	16,586	100%
Office supplies	254		500	246	49%
Meeting Expense			250	250	100%
Contracts/subcontracts	193,176		47,067	(146,109)	0%
Other Equipment & Tools	3,396		20,000	16,604	83%
Office Equipment			3,500	3,500	100%
	<u>\$ 424,007</u>	<u>\$</u>	<u>422,395</u>	<u>\$ (1,612)</u>	<u>0%</u>

Tohono O'odham Community College
Unrestricted Expenses and Budget by Department
For the Month Ended May 31, 2022
(Intended for internal management purposes only)

**Note: Remaining Budget Target for
Operational expenses is 8%**

	<u>Year-to-Date</u>		<u>2022 Annual</u>	<u>Remaining</u>	<u>Remaining</u>
	<u>Actual</u>		<u>Budget</u>	<u>Budget</u>	<u>%</u>
Human resources - 6700					
Compensation	\$ 99,255	\$	104,619	\$ 5,364	5%
Employee related expenses	21,850		24,884	3,034	12%
Recruiting			1,049	1,049	100%
Employee Tuition Waivers			100	100	100%
Travel and training	287		2,655	2,368	89%
Registrations	350		2,950	2,600	88%
Commuter Allowance	1,448		1,800	352	20%
Memberships	375		885	510	58%
Advertising	4,667		7,370	2,703	37%
Other professional fees	1,978		4,990	3,012	60%
Office supplies			360	360	100%
Subscriptions & Periodicals			800	800	100%
	<u>\$ 130,210</u>	<u>\$</u>	<u>152,462</u>	<u>\$ 22,252</u>	<u>15%</u>
TOTAL INSTITUTIONAL SUPPORT	<u>\$ 1,766,642</u>	<u>\$</u>	<u>1,983,937</u>	<u>\$ 217,472</u>	<u>11%</u>

Tohono O'odham Community College
Unrestricted Expenses and Budget by Department
For the Month Ended May 31, 2022
(Intended for internal management purposes only)

**Note: Remaining Budget Target for
Operational expenses is 8%**

	<u>Year-to-Date</u>		<u>2022 Annual</u>	<u>Remaining</u>	<u>Remaining</u>
	<u>Actual</u>		<u>Budget</u>	<u>Budget</u>	<u>%</u>
OPERATIONS AND MAINTENANCE - 7100					
Compensation	\$ 322,006	\$	400,773	\$ 78,767	20%
Employee related expenses	98,991		139,704	40,713	29%
Employee tuition waivers			250	250	100%
Travel and training			2,000	2,000	100%
Commuter Allowance	1,656		1,800	144	8%
Vehicle & Building R&M	19,711		25,000	5,289	21%
Auto expenses	4,489		20,000	15,511	78%
Vehicle rental	41,751		110,000	68,249	62%
Building Rent	84,968		135,330	50,362	37%
Utilities	92,993		150,230	57,237	38%
Office supplies			1,000	1,000	100%
Custodial expense	8,233		17,500	9,267	53%
Contracts/subcontracts	77,650		100,000	22,350	22%
TOTAL OPERATIONS AND MAINTENANCE	\$ 752,448	\$	1,103,587	\$ 351,139	32%
SUSTAINABILITY - 5160					
Compensation	\$ 111,236	\$	109,285	\$ (1,951)	0%
Employee related expenses	27,689		31,920	4,231	13%
Employee Tuition Waivers			500	500	100%
Travel and training	83		2,000	1,917	96%
Mileage			500	500	100%
Registrations			500	500	100%
Commuter Allowance	1,656		1,800	144	8%
Printing			250	250	100%
Advertising & Promotion			500	500	100%
Office supplies	99		1,500	1,401	93%
Meeting Expense	14		500	486	97%
Contracts/Subcontracts	-		1,000	1,000	100%
TOTAL SUSTAINABILITY	\$ 140,777	\$	150,255	\$ 9,478	6%
CULTURAL LIAISON - 6160					
Compensation	\$ 60,845	\$	63,379	\$ 2,534	4%
Employee related expenses	15,583		18,309	2,726	15%
Travel and training			600	600	100%
Mileage			500	500	100%
Registrations			500	500	100%
Printing			300	300	100%
Community & Student Events	651		1,000	349	35%
Consultant Fees			500	500	100%
Education Supplies			800	800	100%
Office supplies			600	600	100%
Program Supplies			500	500	100%
TOTAL CULTURAL LIAISON	\$ 77,079	\$	86,988	\$ 9,909	11%
STUDENT LIFE - 5150					
Compensation	\$ 246,146	\$	287,156	\$ 41,010	14%
Employee related expenses	50,127		86,904	36,777	42%
Employee Tuition Waivers			600	600	100%
Travel and training	104		2,000	1,896	95%
Registrations	20		800	780	98%

Tohono O'odham Community College
Unrestricted Expenses and Budget by Department
For the Month Ended May 31, 2022
(Intended for internal management purposes only)

**Note: Remaining Budget Target for
Operational expenses is 8%**

	<u>Year-to-Date</u>		<u>2022 Annual</u>	<u>Remaining</u>	<u>Remaining</u>
	<u>Actual</u>		<u>Budget</u>	<u>Budget</u>	<u>%</u>
Commuter Allowance	1,656		1,800	144	8%
Printing			300	300	100%
Community & Student Events	1,140		2,000	860	43%
Office supplies	722		1,000	278	28%
Meeting Expense			700	700	100%
Contracts/Subcontracts			12,000	12,000	100%
Program Supplies	3,309		2,500	(809)	0%
Student Meals	3,744		30,000	26,256	88%
TOTAL STUDENT LIFE	\$ 306,968	\$	427,760	\$ 120,792	28%

Tohono O'odham Community College
Unrestricted Expenses and Budget by Department
For the Month Ended May 31, 2022
(Intended for internal management purposes only)

**Note: Remaining Budget Target for
Operational expenses is 8%**

	<u>Year-to-Date</u>		<u>2022 Annual</u>	<u>Remaining</u>	<u>Remaining</u>
	<u>Actual</u>		<u>Budget</u>	<u>Budget</u>	<u>%</u>
SAN CARLOS - 6900					
Cost of Goods Sold	\$ -	\$	9,100	9,100	100%
Tuition & Fees	26,439		45,000	18,561	41%
ISC BIE Annual Funds	519,658		403,094	\$ (116,564)	0%
SCAC ALEKS Payment Refund			6,600	6,600	100%
TOTAL SAN CARLOS	\$ 546,097	\$	463,794	\$ (82,303)	0%
CULINARY ARTS PROGRAM - 1498					
Compensation	\$ 10,034	\$		\$ (10,034)	0%
Employee related expenses	755			(755)	0%
Travel and training	-		1,000	1,000	100%
Mileage	-		425	425	100%
Registrations	-		300	300	100%
Printing	-		250	250	100%
Reg Mach/Equipment Repairs	-		5,000	5,000	100%
Licenses and Fees	-		3,000	3,000	100%
Education Supplies	-		10,500	10,500	100%
Office Supplies	-		300	300	100%
Tuition Waivers	-		300	300	100%
Contracts/Subcontracts	-		40,308	40,308	100%
TOTAL CULINARY ARTS PROGRAM	\$ 10,789	\$	61,383	\$ 50,594	82%
TOTAL UNRESTRICTED	\$ 6,499,053	\$	8,082,332	\$ 1,583,456	20%

TOHONO O'ODHAM COMMUNITY COLLEGE

Restricted Budget Activity

For the Month Ended May 31, 2022

For the Month Ended May 31, 2022

	Grant			
	Revenues/Expenses-to-Date		Grant	Remaining
	Actual	Budget	Budget	%
SPONSORED PROJECTS				
AT&T TCU/High School Completion Project B - AICF - (1111) (10/20/16 - Until Expended)				
Restricted revenues:				
Grant from Other Sources	\$ 184,000	\$ 184,000	\$ -	0%
Restricted expenses:				
Compensation	4,445	36,190	31,745	88%
High School tutors	-	1,500	1,500	100%
College Mentors	-	4,000	4,000	100%
Parent Liaison	-	500	500	100%
Travel/professional Development	55,296	15,650	(39,646)	0%
Transportation	6,080	5,650	(430)	0%
Printing and Marketing	3,577	9,400	5,823	62%
Meeting Expenses	10,244		(10,244)	0%
Tuition/Programming	29,006	39,210	10,204	26%
Stipends	3,600	3,000	(600)	0%
Contracts/Subcontracts	41,804	-	(41,804)	0%
Program Supplies	5,728	10,900	5,172	47%
Honorariums/Speakers	-	5,000	5,000	100%
Student Incentives & Awards	6,000	6,000	-	0%
Excess (deficiency)	165,780	137,000	(28,780)	0%
	\$ 18,220	\$ 47,000	\$ 28,780	

NSF -TCUP Pathways to Indigenous STEM - 1114
(9/1/18 - 8/31/23)

Restricted revenues:				
Federal government grant	\$ 1,282,504	\$ 2,514,278	\$ (1,231,774)	-49%
Restricted expenses:				
Compensation	745,471	1,243,273	497,802	40%
Employee Related Benefits	124,965	254,730	129,765	51%
Travel/professional Development/Registrations	16,946	43,200	26,254	61%
Memberships	1,750	1,800	50	3%
Consultants	146,740	200,000	53,260	27%

Materials & Supplies	12,212	47,800	35,588	74%
Publication Costs/Documentation/Dissemination	6,500	3,500	(3,000)	0%
Stipends/Honorariums	39,200	-	(39,200)	0%
Other Direct Costs	-	120,375	120,375	100%
Participant Costs	11,324	51,140	39,816	78%
Indirect Costs	212,057	520,528	308,471	59%
Equipment	-	15,000	15,000	100%
	<u>1,317,165</u>	<u>2,501,346</u>	<u>1,184,181</u>	<u>47%</u>
Excess (deficiency)	<u>\$ (34,661)</u>	<u>\$ 12,932</u>	<u>\$ (2,415,955)</u>	

ANA Increase Technical Capacity - (1117) Federal Share (9/30/18 - 9/29/2022)

Restricted revenues:

Federal government grant **	\$ 250,126	\$ 1,200,000	\$ (949,874)	-79%
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Restricted expenses:

Compensation	399,057	496,047	96,990	20%
Employee Related Benefits	77,708	138,894	61,186	44%
Travel/professional Development	8,595	25,188	16,593	66%
Commuter Allowance	4,496	-	(4,496)	0%
Advertising & Promotion	850	-	(850)	0%
Meeting Expenses	1,677	-	(1,677)	0%
Tuition/Books	5,501	18,189	12,688	70%
Communication Data Service	-	14,400	14,400	100%
Office Supplies/Program Support	98,090	188,847	90,757	48%
Contracts/Subcontracts (Adjuncts)	-	18,900	18,900	100%
Indirect Costs Charged to TOCC Match	-	235,335	235,335	100%
Computers/GIS Devices/Printer	64,334	64,200	(134)	0%
	<u>660,308</u>	<u>1,200,000</u>	<u>539,692</u>	<u>45%</u>
Excess (deficiency)	<u>\$ (410,182)</u>	<u>\$ -</u>	<u>\$ (1,489,566)</u>	

** TOCC Matching Funds \$100,000 Indirect can be used to offset requirement each year
\$100,000 per year for 3 years = \$300,000

TOCC Grant Match Grant 1117 ANA - (1000) (9/30/18 - 9/29/2022)

Restricted expenses:

Compensation	161,270	171,000	-	6%
Employee Related Benefits	43,330	43,605	275	1%

Travel Expense	7,079	-	(7,079)	0%
Office Supplies/Program Support	1,148	25,560	24,412	96%
Contracts/Subcontracts (Adjuncts)	-	18,900	18,900	100%
Indirect Costs	3,682			
Computer equipment/Office equipment	1,963	40,935	38,972	95%
	218,472	300,000	46,238	15%
Excess (deficiency)	<u>(218,472)</u>	<u>(300,000)</u>	<u>(46,238)</u>	

AICF AT&T TCU BRAIDING Success Project (1118)

(9/1/20 - Until all funds are expended)

Restricted revenues:

Grant from Other Sources	\$ 167,200	\$ 168,630	\$ (1,430)	-1%
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Restricted expenses:

Compensation	25,072	35,520	10,448	29%
Employee Related Benefits	1,916	2,718	802	30%
Travel	17,032	10,406	(6,626)	0%
Transportation	877	1,406	529	38%
Meeting Expenses	20,628	20,448	(180)	0%
Contracts/Subcontracts	5,250	250	(5,000)	0%
Tuition & Fees	13,079	1,920	(11,159)	0%
Stipends	1,600	6,600	5,000	76%
Participant Support	736	-	(736)	0%
Honorariums/Speakers	6,131	3,666	(2,465)	0%
Programming & Supplies	36,251	7,684	(28,567)	0%
Awards/Gifts	9,580	5,952	(3,628)	100%
	<u>138,152</u>	<u>96,570</u>	<u>(41,582)</u>	<u>0%</u>
Excess (deficiency)	\$ 29,048	\$ 72,060	\$ 40,152	

Dollar General GED Language & Writing Dev (1121)

(7/1/17 - Until all funds are expended)

Restricted revenues:

Grant from Other Sources	\$ 170,450	\$ 170,450	\$ -	0%
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Restricted expenses:

Compensation	32,140	48,264	16,124	33%
Employee related expenses	2,392	3,999	1,607	40%
Mileage	4,615	4,440	(175)	0%

Communications	4,101	2,400	(1,701)	0%
Registrations/Professional Dev/Memberships	22,792	32,760	9,968	30%
Education Materials & Supplies	67,351	56,836	(10,515)	0%
Contracts/Subcontracts	3,100	4,650	1,550	33%
Program Incentives	12,950	13,351	401	3%
Computer Equipment	2,474	3,750	1,276	34%
	<u>151,915</u>	<u>170,450</u>	<u>17,259</u>	<u>10%</u>
Excess (deficiency)	\$ 18,535	\$ -	\$ (17,259)	

TO Nation TOCC Language Center (1124)
(3/1/20 - 2/28/23)

Grant From Other Sources	\$ 600,000	\$ 900,000	\$ (300,000)	-33%
Restricted expenses:				
Compensation	380,295	598,680	218,385	36%
Employee Related Benefits	96,710	179,172	82,462	46%
Commuter Allowance	6,407	-	(6,407)	0%
Mileage	-	51,748	51,748	100%
Consultants	7,990	45,000	37,010	82%
Office & Technical Supplies	1,069	10,400	9,331	90%
Meeting Expense	483	15,000	(483)	0%
Program Meals/Supplies/Honorariums	-	-	15,000	100%
Computer Equipment	3,964	-	(3,964)	0%
	<u>496,918</u>	<u>900,000</u>	<u>403,082</u>	<u>45%</u>
Excess (deficiency)	\$ 103,082	\$ -	\$ (703,082)	

NSF -Planning Grant TO Language Center (1125)
(9/1/19 -12/31/21)

Restricted revenues:				
Federal government grant	\$ 145,575	\$ 171,687	\$ (26,112)	-15%
Restricted expenses:				
Compensation	88,481	87,688	(793)	0%
Employee Related Benefits	16,735	21,994	5,259	24%
Travel/professional Development	906	7,000	6,094	87%
Consultants	-	9,000	9,000	100%
Materials & Supplies	4,749	7,000	2,251	32%
Meeting Expenses	-	2,505	2,505	100%

Indirect Costs	30,949	36,500	5,551	15%
Computer Equipment	3,755		(3,755)	0%
	145,575	171,687	29,867	17%
Excess (deficiency)	\$ -	\$ -	\$ (55,979)	

Dollar General Am Indian Adult Education GED (1127)
(7/1/20 - 6/30/22)

Restricted revenues:

Grant from Other Sources	\$ 98,500	\$ 50,000	\$ 48,500	0%
Restricted expenses:				
Compensation	32,669	8,500	(24,169)	0%
Employee related expenses	2,232	500	(1,732)	0%
Travel (Field Trips)/Professional Dev/Memberships	1,155	6,100	4,945	81%
Communications (Hot Spots)	40	2,480	2,440	98%
Memberships	40	-	(40)	0%
Mileage	-	6,000	6,000	100%
Education Materials/Supplies /Testing	31,031	19,620	(11,411)	0%
Computer Equipment	11,105	6,800	(4,305)	0%
Awards & gifts	6,626	-	(6,626)	0%
	84,898	50,000	(28,272)	0%
Excess (deficiency)	\$ 13,602	\$ -	\$ 76,772	

NEH/ATALMA RevitalizeTO Oral History (1150)
3/1/22 - 2/28/23

Restricted revenues:

Grant From Other Sources	\$ -	\$ 49,790	\$ (49,790)	-100%
Restricted expenses:				
Compensation	-	23,328	23,328	100%
Employee Related Expenses	-	2,135	2,135	100%
Consultants	-	19,800	19,800	100%
Indirect Costs	-	4,527	4,527	100%
Excess (deficiency)	\$ -	\$ 49,790	\$ 19,800	40%

AICF Community Based Native Arts Learning Sharing (1216)
(Jun 6/15/2021 - 4/30/2022)

Restricted revenues:

Grant From Other Sources	\$ 9,000	\$ 9,000	\$ -	0%
Restricted expenses:				
Compensation	-	-	-	100%
Employee related expenses	-	-	-	100%
Travel/Gas/Mileage	976	1,296	320	100%
Promtion/Advertising	-	-	-	100%
Meetings	487	3,429	2,942	100%
Awards & Honorariums	4,275	4,275		100%
Program Supplies	1,643	4,275		100%
	<u>7,381</u>	<u>9,000</u>	<u>(1,619)</u>	<u>100%</u>
Excess (deficiency)	\$ 1,619	\$ -	\$ (1,619)	

AICF/TCU Preview Day (1217)
10/15/2021 - 5/31/2022

Restricted revenues:				
Grant From Other Sources	\$ 2,500	\$ 2,500	\$ -	0%
Restricted expenses:				
Promotion/Advertising	-	800	800	0%
Other Supplies	-	1,200	1,200	100%
Meeting Expense	-	500		
	<u>-</u>	<u>2,500</u>	<u>2,000</u>	<u>80%</u>
Excess (deficiency)	\$ 2,500	\$ -	\$ (2,000)	

AICF Community Aid for Student Success (1222)-(CASS)
(Jun 1/1/2021 - 10/31/2021)

Restricted revenues:				
Grant From Other Sources	\$ 48,000	\$ 48,000	\$ -	0%
Restricted expenses:				
Compensation	-	3,717	3,717	100%
Employee related expenses	-	283	283	100%
Office Supplies	6,208	2,000	(4,208)	0%
Stipends	6,045	26,000	19,955	77%
Education/Program Supplies	2,893	8,500	5,607	66%
Office Equipment/Computers	<u>22,227</u>	<u>7,500</u>	<u>(14,727)</u>	<u>0%</u>
	<u>37,373</u>	<u>40,500</u>	<u>3,127</u>	<u>8%</u>

Excess (deficiency)	\$ 80,400	\$ -	\$ (80,400)
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HHS ANA Native American Language & Materials Project (1310)
9/1/21 - 9/1/24

Restricted revenues:

Grant From Other Sources	\$ -	\$ 82,609	\$ (82,609)	-100%
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Restricted expenses:

Office Supplies	4,398	6,666	2,268	34%
Mileage	-	2,088	2,088	100%
Program Supplies	-	10,452	10,452	100%
Professional Fees	-	10,400	10,400	100%
Indirect Costs	-	9,545	9,545	100%
Other Equipment & Tools	5,821	5,744	(77)	0%
	10,219	44,895	34,676	77%

Excess (deficiency)

	\$ (10,219)	\$ 37,714	\$ (117,285)
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AICF/TCU Emergency Student Aid Success - (1352)
(5/13/20 - 12/31/20)

Restricted revenues:

Grant From Other Sources	\$ 26,700	\$ 26,700	\$ -	0%
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Restricted expenses:

Student Emergency Aid	26,400	2,400	(24,000)	0%
Computer Equipment	-	24,300	24,300	100%
	26,400	26,700	300	1%

Excess (deficiency)

	\$ 300	\$ -	\$ (300)
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AZ TPT State Construction Needs Funding - (1400)
(July 1, 2017 - June 30, 2037)

Restricted revenues:

State government grant	\$ 1,259,094	\$ 3,120,000	\$ (1,860,906)	-60%
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Restricted expenses:

Contracts/subcontracts	1,084,680	3,120,000	2,035,320	65%
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Costruction Supplies	34,062		(34,062)	0%
	<u>1,118,742</u>	<u>3,120,000</u>	<u>2,035,320</u>	<u>65%</u>
Excess (deficiency)	\$ <u>140,352</u>	\$ -	\$ <u>(3,896,226)</u>	

Workforce Development - (1401)
(July 1, 2017 - June 30, 2021)

Restricted revenues:				
State government grant	\$ 1,113,186	\$ 897,810	\$ 215,376	0%
Restricted expenses:				
Payroll Taxes	12,548	-	(12,548)	0%
Stipends	13,834			
Contracts/subcontracts	957,220	897,810	(59,410)	0%
	<u>983,602</u>	<u>897,810</u>	<u>(59,410)</u>	<u>0%</u>
Excess (deficiency)	\$ <u>129,584</u>	\$ -	\$ <u>274,786</u>	

Univ of AZ NASA Space Grant - (1402)
(12/14/16 -12/13/22)

Restricted revenues:				
State government grant	\$ 29,500	\$ 29,500	\$ -	0%
Restricted expenses:				
Program Supplies	24,116	29,500	5,384	18%
	<u>24,116</u>	<u>29,500</u>	<u>5,384</u>	<u>18%</u>
Excess (deficiency)	\$ <u>5,384</u>	\$ -	\$ <u>(5,384)</u>	

Univ of AZ Diversity Planning Grant - (1404)
(9/1/18 - 8/31/22)

Restricted revenues:				
State government grant	\$ 159,047	\$ 159,047	\$ -	0%
Restricted expenses:				
Program Supplies	-	-	-	80%
Contracts/Subcontracts	32,560	159,047	126,487	0%
	<u>32,560</u>	<u>159,047</u>	<u>126,487</u>	<u>0%</u>
Excess (deficiency)	\$ <u>126,487</u>	\$ -	\$ <u>(126,487)</u>	

U of A Haury Program A Student's Journey - (20-1406)
(7/1/19 - 6/30/23)

Restricted revenues:					
State government grant	\$ 315,838	\$ 315,206	\$ 632	0%	
Restricted expenses:					
Compensation	111,407	129,000	-	14%	
Employee related expenses	15,744	40,764	25,020	61%	
Events	-	10,104	10,104	100%	
Travel	1,240	3,338	2,098	63%	
Office/Education Supplies	2,139	6,000	3,861	64%	
Meeting Expenses	4,453	30,000	25,547	85%	
Honorariums/Guest Speakers	26,250	6,000	(20,250)	0%	
Awards & Gifts	23,100	6,000	(17,100)	0%	
Stipends	-	90,000	90,000	100%	
	184,333	321,206	136,873	43%	
Excess (deficiency)	\$ 131,505	\$ (6,000)	\$ (137,505)		

BIE TCU Facilities & Improvements (1430) PL 116-260 (1430)
(4/15/2020 -6/30/2024)

Restricted revenues:					
Federal Government Grant	\$ 428,571	\$ 428,571	-	0%	
Restricted expenses:					
Other Structural Improvement	22,815	428,571	405,756	95%	
	22,815	428,571	405,756	95%	
Excess (deficiency)	\$ 405,756	\$ -	\$ (405,756)		

NIFA Endowment - (20-1502)
(Sept 1, 2019- Aug 31, 2022)

Restricted revenues:					
Federal government grant	\$ 341,911	\$ 117,505	\$ (224,406)	0%	
Restricted expenses:					
Compensation	(2,631)	-	2,631	0%	
Employee related expenses	288	-	(288)	0%	
Travel/professional Development	386	-	(386)	0%	
Advertising	5,790	-	(5,790)	0%	
Commuter Allowance	-	-	-	0%	

Communications	1,855		(1,855)	0%
Moving Expenses	4,000		(4,000)	0%
Vehicle Rental	38,758		(38,758)	0%
Promotion/Advertising	11,145	12,000	855	7%
Consultants/Professionals	83,245	58,505	(24,740)	0%
Building Materials	1,689	-	(1,689)	0%
Education Supplies	-		-	0%
Meeting Expense	1,298	2,500	1,202	48%
Stipends	300		(300)	0%
Participant Support	225		(225)	0%
Guest Speaker/Honorariums	-	-	-	0%
Other Structural Improvements	4,025		(4,025)	0%
Program Supplies	29,744	32,000	2,256	7%
Office Supplies	-	2,500	2,500	100%
Library Collections	-	-	-	0%
Computer Equipment	5,657	10,000	4,343	43%
	185,774	117,505	(68,269)	-58%
Excess (deficiency)	\$ 156,137	\$ -	\$ (156,137)	

NIFA Equity III - (20-1508)

(Sept 1, 2018- Aug 31, 2022)

Restricted revenues:

Federal government grant	\$ 233,928	\$ 456,544	\$ (222,616)	0%
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Restricted expenses:

Compensation	221,573	315,345	93,772	30%
Employee related expenses	99,137	40,165	(58,972)	0%
Commuter Allowance	1,454	1,606	152	0%
Consultants	2,000	1,606	(394)	0%
Program Supplies	91	12,679	12,588	99%
Participant Support	-	-	-	100%
Indirect Cost	42,971	85,143	42,172	0%
	367,226	456,544	89,318	20%
Excess (deficiency)	\$ (133,298)	\$ (0)	\$ (311,934)	

USDA Furniture Arts & Science (20-1509)

(May 12, 2021- May 12, 2026)

Restricted revenues:

Federal government grant	\$ -	\$ 166,200	\$ (166,200)	-100%
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Restricted expenses:				
Furniture	170,131	166,200	-	0%
	170,131	166,200	(3,931)	0%
Excess (deficiency)	(170,131)	-	(162,269)	
	\$	\$	\$	

TOCC Grant Match Grant 1509 USDA- (10-1004)
(Aug 31, 2021- Aug 30, 2022)

Restricted expenses:				
Furniture/Other (TOCC Match)	30,953	22,428	-	0%
Excess (deficiency)	30,953	22,428	(8,525)	0%
	\$	\$	(8,525)	

USDA Disaster Relief Health & Wellness (1526)
(Aug 31, 2021- Aug 30, 2022)

Restricted revenues:				
Federal government grant	-	99,975	(99,975)	-100%
Other Structural Improvements	99,975	99,975	-	0%
	99,975	99,975	-	0%
Excess (deficiency)	(99,975)	-	99,975	
	\$	\$	\$	

TOCC Grant Match Grant 1526 USDA (1005)
(Aug 31, 2021- Aug 30, 2022)

Operational expenses:				
Furniture & Equipment	-	33,000	33,000	100%
	-	33,000	33,000	100%
Excess (deficiency)	-	(33,000)	(33,000)	
	\$	\$	\$	

USDA NIFA Extension Capacity (20-1531)
(Sept 1, 2021- Aug 31, 2022)

Restricted revenues:				
Federal government grant	59,591	177,238	117,647	-100%
Compensation & Employee related Expenses	34,046	99,528	65,482	0%
Travel/ Per Diem/ Lodging/Registrations	6,759	2,198	(4,561)	0%

Stipends	-	2,700	2,700	100%
Youth Programs	-	8,000	8,000	100%
Other Participant/trainee Support Costs	-	13,312	13,312	100%
Workshops	-	4,000	4,000	100%
Program supplies	-	11,500	11,500	100%
Equipment	-	36,000	36,000	100%
Excess (deficiency)	40,805	177,238	136,433	77%
	18,786	-	(136,433)	
\$	\$	\$	\$	

NIFA Extension Capacity Bldg Together III - (20-1541)
(Sept 1, 2018- Aug. 31, 2022)

Restricted revenues:

Federal government grant	323,432	\$	660,000	\$	(336,568)	-51%
Honorarium	1,500		1,500		-	0%

Restricted expenses:

Compensation	272,902		283,000		10,098	4%
Employee related expenses	61,800		65,980		4,180	6%
Travel/Lodging/Mileage/Transportation	9,045		12,960		3,915	30%
Registration	1,500		760		(740)	0%
Equipment Rental	510		-		(510)	0%
Consultants	200		1,800		1,600	89%
Honorariums	-		2,000		2,000	100%
Meeting Expense	2,940		-		(2,940)	0%
Program Materials & Supplies	1,240		6,120		4,880	80%
	350,137		366,500		16,363	0%
Excess (deficiency)	(25,205)	\$	295,000	\$	(352,931)	
\$	\$		\$			

2019 USDA TCI E Campus Community Facilities (20-1621)
(9/1/19-9/30/20)

Restricted revenues:

Federal government grant	102,436	\$	137,702	\$	(35,266)	-26%
TOCC Match	-		7,247		(7,247)	-100%

Restricted expenses:

Excavation	36,000		36,000		-	0%
Excavation TOCC	6,250		6,250		-	0%
Utility Infrastructure	29,433		64,700		35,267	55%
Concrete	31,000		31,000		-	0%

Framing	6,002	6,002	-	0%
Framing TOCC	997	997	-	0%
	109,682	144,949	35,267	24%
Excess (deficiency)	(7,246)	-	(77,780)	
\$	\$	\$	\$	

2018 USDA TCI E Campus Solar Project (20-1622)
(9/1/18- Nov 2023)

Restricted revenues:				
Federal government grant	-	\$ 129,000	\$ (129,000)	-100%
TOCC Match	-	-	-	0%
		129,000		
Restricted expenses:				
Other costs to complete				
Equipment and Construction Costs	27,435	129,000	101,565	79%
	27,435	129,000	101,565	79%
Excess (deficiency)	(27,435)	-	(230,565)	
\$	\$	\$	\$	

2018 USDA TCI E Campus Solar Project Match (10-1622)

Restricted expenses:				
Equipment and Construction Costs	6,450	6,450	-	0%
		6,450	-	

2020 USDA TCI Wellness Ctr (20-1628)
(9/1/20- 8/31/21)

Restricted revenues:				
Federal government grant	-	\$ 181,367	\$ (181,367)	-100%
TOCC Match	-	9,068	(9,068)	-100%
		190,435		
Restricted expenses:				
Equipment and Construction Costs	-	190,435	190,435	100%
	-	190,435	190,435	100%
Excess (deficiency)	-	-	(380,870)	
\$	\$	\$	\$	

Title III Part A Our Circle of Strength - (20-1632)
(Oct. 1, 2020 - Sept. 30, 2025)

Restricted revenues:				
Federal government grant	1,031,770	\$ 3,055,063	\$ (2,023,293)	-66%
			-	

(July 1, 2019 - June 30, 2024)

Restricted revenues:

Federal government grant	\$ 5,581,278	\$ 5,581,278	\$ -	0%
Restricted expenses:				
Student Assistance	-	5,581,278	-	100%
Employee related expenses	-	-	5,581,278	
Contracts/subcontracts	-	-	-	
Computer equipment	-	-	-	
Other Structural Improvements	-	-	-	
Education supplies	-	-	-	
Excess (deficiency)	\$ 5,581,278	\$ 5,581,278	\$ 5,581,278	100%
			\$ (5,581,278)	

Community of Practice - (20-1720)**(July 1, 2021 - June 30, 2022)**

Restricted revenues:

Grants From Other Sources	\$ 110,746	\$ 108,000	\$ 2,746	3%
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Restricted expenses:

Compensation	46,373	45,501	(872)	0%
Employee related expenses	17,116	12,285	(4,831)	0%
Scholarships	-	1,129	1,129	100%
Registrations	160	-	(160)	0%
Vehicle Rental	2,988	-	(2,988)	0%
Office Supplies	-	500	500	100%
Meeting Expense	-	5,100	5,100	100%
Staff Development	-	5,015	5,015	100%
Advertising/Printing	-	489	489	100%
Contracts/Subcontracts/Consultants	7,920	27,245	19,325	71%
Program Incentives	-	900	900	100%
Program Supplies & Materials	1,553	800	(753)	0%
Indirect Cost	10,467	9,036	(1,431)	0%
	86,577	108,000	21,423	20%
Excess (deficiency)	\$ 24,169	\$ -	\$ (24,169)	

Great Lakes - Paid Internship - (1726)**(5/1/17 - 10/31/19)**

Restricted revenues:

Grants From Other Sources	\$ 49,105	\$ 100,000	\$ (50,895)	-51%
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Restricted expenses:				
Student Employment Salary and taxes	20,844	75,000	54,156	72%
Consulting	3,480	23,000	19,520	85%
Meeting expense	-	1,000	1,000	100%
Promotion	-	1,000	1,000	100%
	<u>24,324</u>	<u>100,000</u>	<u>75,676</u>	<u>76%</u>
	<u>24,781</u>	<u>-</u>	<u>(24,781)</u>	
	\$	\$	\$	

Project Success Ascendium (1727)
Emergency Aid/Paid Internship
(Jan 1, 2020 - Sept 30, 2020)

Restricted revenues:				
Grants From Other Sources	48,584	169,000	-	-71%
	\$	\$	\$	

Restricted expenses:				
Administrative Costs Emergency Aid	-	9,000	9,000	100%
Administrative Costs Paid Internship	-	30,000	30,000	100%
Student Funds Emergency Aid	5,808	30,000	24,192	81%
Advertising & Promotion	3,296	-	(3,296)	0%
Office Supplies	424	-	(424)	0%
Student Funds Paid Internship	-	100,000	100,000	100%
Meeting Expense	72	-	-	0%
	<u>9,600</u>	<u>169,000</u>	<u>159,472</u>	<u>94%</u>
	<u>38,984</u>	<u>-</u>	<u>(38,984)</u>	
	\$	\$	\$	

Excess (deficiency)

Ed stabilization Fund Covid 19 Assistance (20-8021)
(July 1, 2019 - June 30, 2024)

Restricted revenues:				
Federal government grant	817,579	817,579	-	0%
	\$	\$	\$	

Restricted expenses:				
Student Assistance	-	817,579	817,579	100%
Employee related expenses	124,336	-	(124,336)	
Contracts/subcontracts	-	-	-	
Computer equipment	-	-	-	
Other Structural Improvements	-	-	-	
Education supplies	-	-	-	
	<u>124,336</u>	<u>817,579</u>	<u>693,243</u>	<u>85%</u>
	<u>693,243</u>	<u>-</u>	<u>(693,243)</u>	
	\$	\$	\$	

Excess (deficiency)

TOTAL RESTRICTED EXPENSES

Restricted revenues:							

STUDENT FINANCIAL AID**AICF Food Security Emergency Aid (20-1221)**

Restricted revenue:			
Federal government grant	\$	5,700	\$ 5,700
			0%
Restricted expenses:			
Grants to or expenditures for TOCC students		-	5,700
		-	5,700
			100%
			100%
Excess (deficiency)	\$	5,700	\$ -
			(5,700)

Scholarships- 20-1353 AICF Online Instruction (May 26, 2020 - July 31, 2020)

Restricted revenues:					
Scholarship Award	\$	10,000	\$	10,000	\$ -
					0%
Restricted expenses:					
Online Instruction		-		10,000	10,000
		-		10,000	10,000
					0%
Excess (deficiency)	\$	10,000	\$	-	\$ (10,000)

Scholarships- 21-8010 AICF (July1, 2021 - June 30, 2022)

Restricted revenues:					
Scholarship Award	\$	250,367	\$	242,904	\$
					3%

Restricted expenses:

Travel/Meeting/Office Expense	744	5,185	4,441	0%
Scholarships	244,867	395,552	150,685	0%
	<u>245,611</u>	<u>400,737</u>	<u>155,126</u>	<u>0%</u>
Excess (deficiency)	\$ 4,756	\$ (157,833)	\$ (147,663)	

DoE Ed Cares Act Institutional Support (5/1/20 - 6/30/21) Grant 20-8025

Restricted revenue:

Federal government grant	\$ 924,823	\$ 924,823	\$ -	0%
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Restricted expenses:

Compensation	78,050	78,050	-	0%
Employee Related Expenses	7,842	7,842	-	0%
Office Supplies	-	-	-	0%
Grants to students	701,489	775,181	73,692	10%
Indirect Costs	23,191			
Awards & Gifts	114,750	63,750	(51,000)	0%
	<u>925,322</u>	<u>924,823</u>	<u>22,692</u>	
Excess (deficiency)	\$ (499)	\$ -	\$ (499)	

Dept of Ed Cares Act Title III TCU Fund 3/13/20-6/30/22 (20-8026)

Restricted revenue:

Federal government grant	\$ 2,925,910	\$ 7,001,292	\$ (4,075,382)	0%
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Restricted expenses:

Compensation	380,906	-	(380,906)	0%
Employee related expenses	24,744	-	(24,744)	0%
SCAC Grants to or expenditures for students	-	274,665	274,665	100%
Postage & Delivery	18,363		(18,363)	0%
Communications	2,821			
Building Rent	24,914			
Building R&M	4,441		(4,441)	0%
Consultant Fees	228,621	-	(228,621)	0%
Staff Development	6,588		(6,588)	0%
Education Supplies	8,785		(8,785)	0%
Meeting Expense	5,718	-	(5,718)	0%

Custodial Expenses	150,218	(150,218)	0%
CARES ACT Higher Ed Emergency Relief	1,139,188	(1,139,188)	0%
Residence Fees Lost	39,600	-	0%
Residence Fees Refunded TOCC	(22,072)	39,600	0%
Contracts/Subcontracts/consultants	-	17,528	0%
Cleaning Supplies	-	-	0%
Indirect Costs	303,279	(303,279)	0%
Other Structural Improvements	94,079	(94,079)	0%
Computer Equipment	553,147	(553,147)	0%
Awards and Gifts	34,000	(34,000)	0%
Grants to or expenditures for TOCC students	-	6,669,499	100%
	2,997,340	7,001,292	
Excess (deficiency)	<u>\$ (71,430)</u>	<u>\$ (43,695)</u>	

DOE CARES Higher Ed Emergency Student Aid Relief Fund (HEERF)(20-8031)

Restricted revenue:			
Federal government grant	\$ 624,022	\$ 624,022	0%
Restricted expenses:			
Emergency Relief	624,022	624,022	0%
Excess (Deficiency)	<u>\$ -</u>	<u>\$ -</u>	

PELL -21- 8030 (July1, 2021 - June 30, 2022)

Restricted revenue:			
Federal government grant	\$ 1,041,164	\$ 1,100,000	-5%
Restricted expenses:			
Office Supplies	-	-	
Grants to students	1,046,122	1,100,000	5%
	1,046,122	1,100,000	
Excess (deficiency)	<u>\$ (4,958)</u>	<u>\$ (4,958)</u>	

TOTAL STUDENT FINANCIAL AID

Restricted revenue:			
Federal government grants	\$ 5,515,919	\$ 9,908,741	-44%
Restricted donations	266,067	248,604	7%
	5,781,986	10,157,345	-43%
Restricted expenses	5,838,417	10,056,574	42%

Excess (deficiency)	\$	<u>(56,431)</u>	\$	<u>100,771</u>	\$	<u>(157,202)</u>
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TOHONO O'ODHAM COMMUNITY COLLEGE

TO: BOARD OF TRUSTEES
THRU: PAUL ROBERTSON, PRESIDENT
FROM: SONYA JUAN, HUMAN RESOURCES DIRECTOR
SUBJECT: **AGENDA ITEM**— **JULY 2022 RESOURCE LIST**
DATE: 07/01/2022
CC: FILE

Background

The following employees are recommended for the Board's consideration for a new hire, promotion and separations.

Recommendation

The President recommends the approval of the employees on the attached list as a new hire, a promotion, and a separation for the Tohono O'odham Community College.

RESOURCE LIST

July 2022

New Hire:

Name	Position	Date
Heidi Wallace	Writing Instructor	07/01/2022
	<p>Ms. Heidi Wallace was Writing Instructor with Pima Community College for 10 months and Writing Instructor with Tohono O'odham Community College for 10 months. Ms. Heidi was Writing Instructor for University of Arizona for one year and one month.</p> <p>Ms. Heidi Wallace earned her Ph.D. in English Literature from the University of Arizona and her M.A. in English Literature from the SUNY (State University of New York) Buffalo State. Ms. Heidi earned her B.A. in English Literature from SUNY (State University of New York) Geneseo</p>	

Promotion:

Name	Position	Date
Tashina Machain	Phoenix Center Technician	6/13/2022
	<p>Ms. Tashina Machain was Front Desk Clerk for the University of Arizona for 10 months and Small Event Coordinator Intern for Women in Science and Engineering for one year and 10 months. She was Program Coordinator for Southeast Arizona Health Education Center for four years and 10 months. Ms. Tashina was Native American Management Inter for the Town of Gilbert for five months and Outreach Coordinator for University of Arizona Indians into Medicine Program for four years and four months and Program Coordinator or four months until present. Ms. Tashina was Administrative Assistant, Phoenix Center for Tohono O'odham Community College for two years and six months.</p>	

Separation:

Name	Position	Date
Mark Saraficio	GED Instructor	6/30/2022
Delores Saraficio	GED Instructor	6/30/2022
Andriana Jose	Principal Accountant	07/08/2022

Tohono O'odham Community College
Employment Vacancy Activity Log
June 2022

Administrative/Faculty/Exempt

Vacant Position	Division	Number of Applicants			Tohono O'odham Native American		Application w/documents Complete		Date forwarded to screening committee	Recommended for Interview		Interview Scheduled	Recommendation Made		Comments
Dean of Student Services	Pres.	8		8	1	7			7/1/2022		8				Continue to advertise
Language Specialist	Edu.	6	1	1	1	1	1	1	7/1/2022	1	1	6/16/22	1		Pending background
Office Coordinator	Apprentice Prog.	3	2	1	2	1			6/28/2022	3		6/29/22 &6/30/22			Pending Interview
Office Coordinator	Operations	0							6/30/2022						Continue to advertise
Restaurant Manager Instructor	Sustain.	1							6/30/2022	1		7/11/22			Pending interview
Phoenix Center Director	Stu Svs	15		15		15			07/1/2022	5					Pending interview
Technical Support Manager	Sustain.	1	1		1				6/29/2022	1		7/11/22			pending interview

Tohono O'odham Community College

Employment Vacancy Activity Log
June 2022

Hourly

Vacant Position	Division	Number of Applicants		Tohono O'odham Native American Other		Application w/documents Complete		Date forwarded to screening committee		Recommended for Interview		Interview Scheduled	Recommendation Made		Comments
Accounts Payable Technician	Finance	1	1				1	6/28/2022							Pending additional paperwork
Administrative Assistant	Edu.	1	1			1		6/28/2022	2			6/17/2022	1	1	Pending background check
Assistant Cook	Stud Life	1	1			1		6/28/2022	3			6/17/2022	1	2	Pending offer
Data Entry Clerk	Stu. Svs.	8	4	4	4	4	4	7/1/2022	4	4		6/28/2022	1	3	Pending reference check
IT Support Technician I	Sustain	3	3			3		6/30/2022	3			7/11/2022			Pending interviews
Payroll Technician	Finance	0						6/21/22	1			6/21/2022		1	Continue to advertise
Project Specialist	Lang Center	0						7/1/2022	1			6/21/2022		1	Continue to advertise

TOCC EMPLOYEE STATISTICS (July 2022)

FULL TIME POSITIONS

	<u>Numbers</u>	<u>Percentages</u>
Full-time positions:	<u>101</u>	
Filled Positions	84	83%
Vacant Positions	17	17%
Female	47	56%
Male	34	40%
Ethnicity		
Tohono O'odham	53	63%
Native American Other	5	6%
Hispanic	4	5%
White	12	14%
Black	4	5%
Asian	2	2%
Regular Staff	84	
Filled	69	82%
Vacant	15	18%
Instructors Positions	17	
Filled	15	88%
Vacant	2	12%
Commuters	42	50%
Local	42	50%

PART-TIME & TEMP POSITIONS

	<u>Numbers</u>	<u>Percentages</u>
Part-time & Temp positions:	16	
Filled Positions	8	50%
Vacant Positions	8	50%
Female	5	63%
Male	3	38%
Ethnicity		
Tohono O'odham	4	50%
Native American Other	1	13%
Hispanic	0	0%
White	1	13%
Black	0	0%
Asian	0	0%
Commuters	4	50%
Local	2	25%

TOHONO O'ODHAM COMMUNITY COLLEGE

TO: BOARD OF TRUSTEES
THRU: HR DIRECTOR, PRESIDENT
FROM: OFELIA ZEPEDA, INTERIM DEAN STUDENT SERVICES
SUBJECT: POSITION RECLASSIFICATION REQUEST FROM “SPECIAL PROJECTS INITIATIVES MANAGER” TO “DUAL ENROLLMENT COORDINATOR.”
CC: HR GENERALIST

Background: The “Special Projects Initiatives Manager” position has been vacated for approximately six months and now TOCC administration is recommending a reclassification of the position to reflect the changing work environment and our understanding of the needs that have been generated. Administrators including the Deans and the President have had several in-depth discussions concerning the needs that exist in the changed environment in the Student Services Division at TOCC.

A clear need is for TOCC to move aggressively to establish dual-enrollment opportunities for high school students on the Nation at BUSD and TOHS, in Casa Grande, in Ajo, in Gila Bend, and in Phoenix through Phoenix Union. That work is currently a key duty of the “Special Projects Initiatives Manager” position, a duty that administration has concluded that *by itself*, should approach being a full-time position. A full-time “Dual Enrollment Coordinator” would be charged with maintaining, strengthening, and establishing dual-enrollment agreements and coursework that will help high school students graduate from high school and will help them go to college upon graduation should they wish to do so.

Justification:

Dual-enrollment is a key strategy that TOCC needs to address so that students can have more opportunities to attend college. TOCC needs a full-time dual-enrollment coordinator to help the college develop the dual-enrollment opportunities they deserve.

As noted, the position that would be reclassified, the “Special Projects Initiatives Manager” had dual-enrollment as a primary duty. But, the position also required collaboration and coordination with the Phoenix Center. That requirement will not be in the Dual-enrollment Coordinator position. Instead, the Phoenix Center will be under the supervision of a Director-level position called the “Phoenix Center Director,” which the Board previously approved.

Action Requested:

Request approval of this request to reclassify the Special Projects Initiatives Manager position to a Dual-Enrollment Coordinator position.

Recommendation

Recommend approval of this request to reclassify the Special Projects Initiatives Manager position to a Dual-Enrollment Coordinator.



TOHONO O'ODHAM COMMUNITY COLLEGE JOB ANNOUNCEMENT

Job Title: Special Projects & Initiatives Manager
Reports To: Dean of Student Services
Status: Full time/ Regular / Exempt
Salary: \$51,000 annual

SUMMARY:

The Special Projects & Initiatives Manager will direct grant-funded projects that support the TOCC Student Services Division in its work with College and Pre-College students. The Manager will create programming and opportunities for high-school students to move them toward college readiness. The Manager will ensure that programming provides opportunities for growth in social and cultural awareness, leadership skills, personal and professional development, outreach and service to the College. The Manager will also provide technical support and act as a liaison between the Phoenix Center Coordinator and the Dean of Student Services. The Manager will support the T-Šo:šon (Our Core Values) including T-Wohocudadag – Our Beliefs, T-Apedag – Our Well-Being, T-Pi:k Elida – Our Deepest Respect and I-We:mta – Working Together.

ESSENTIAL DUTIES:

- Serves as primary contact for TOCC Dual Enrollment collaborative discussions, MOAs, and Intergovernmental Agreements
- Serves as the Primary Liaison between TOCC's Phoenix Center and the Dean of Student Services and supervises the Transition Coordinator.
- Cultivates relationship with the Phoenix area High Schools and TOCC's Phoenix Center
- Responsible for the development and oversight of student leadership activities specified under grant goals and outcomes
- Participates in departmental, division, and institutional goal setting, committees, and special projects
- Prepares grant budgets, monitors expenditures, prepares reports for external funding, including but not limited to, semi-annual, mid-year and final reports
- Manages and oversees all Dual Enrollment activities and partnerships
- Prepares reports on Dual Enrollment
- Work in coordination with the Dean of Student Services to provide the following: 1) Opportunities for student engagement, i.e. serve on the Planning Committee; 2) Oversee and manage the travel process for student organizations and delegate group off-campus/out-of-state travel; 3) Develop, maintain, and communicate student organization resources, policies, and procedures
- Performs other duties of a similar nature or level.

TRAINING AND EXPERIENCE:

Minimum Qualifications:

- Master's degree in education, communication, or closely related field; and three years higher education and grant management experience

Additional Consideration May Be Given To Individuals with the Following Qualifications:

- Ability to speak and understand O'odham and/or Spanish.

- Knowledge and understanding in the history and contemporary issues facing Native peoples.

LICENSING REQUIREMENTS:

- Valid Arizona Driver's license with no DUI's or major traffic offenses within the past two years.
- Must successfully pass a background check and finger print clearance.

KNOWLEDGE:

- Applicable academic programs, financial aid, internships, careers, study abroad programs, and/or other related programs;
- Applicable Federal, State, and local laws, rules, regulations, policies, and procedures;
- Project management principles and practices.

SKILLS:

- Using a computer and software applications;
- Interpreting and applying applicable laws, rules, regulations, policies, and procedures;
- Implementing public relations initiatives;
- Managing projects;
- Speaking in public;
- Budget management
- Compiling and analyzing data and information and making sound recommendations based on findings;
- Maintaining confidentiality;
- Providing academic advisement services;
- Communication, interpersonal skills as applied to interaction with subordinates, coworkers, supervisor, the general public, etc. sufficient to exchange or convey information and to receive work direction.

WORK ENVIRONMENT:

TOCC is a tribal college located on the Tohono O'odham Nation, 60 miles west of Tucson. The Manager will work closely with members of the Tohono O'odham Nation within a multicultural setting.

BENEFITS:

The College offers a comprehensive benefit package and 401(k).

HOW TO APPLY

Applications are available on line at www.tocc.edu. Interested applicants must submit a completed TOCC application for employment, resume, related degrees, transcripts, certificates, a list of three references (name, position, organization and work phone numbers), and three (3) letters of recommendation dated within the past twelve months. If claiming Indian Preference Under Tohono O'odham Ordinance 01-85, submit a copy of certification or enrollment card and/or if claiming Veteran Preference, submit a copy of the DD214 form to:

**TOHONO O'ODHAM COMMUNITY COLLEGE
ATTENTION: HUMAN RESOURCES
P.O. BOX 3129
SELLS, AZ 85634
VOICE (520) 383-0049
FAX (520) 383-0029**

BOT Approval:



TOHONO O'ODHAM COMMUNITY COLLEGE JOB ANNOUNCEMENT

Job Title: Dual-Enrollment Coordinator

Reports To: Dean of Student Services

Status: Full time/ Regular / Exempt

Salary: \$44,000

Summary

TOCC's Dual-Enrollment Coordinator will work with high schools in and near the Tohono O'odham Nation to develop opportunities for the provision and delivery of dual-credit coursework that will transfer to colleges and provide credits toward high school graduation. The successful applicant will share the vision that dual-enrollment opportunities will provide Native and other students with a pathway to future academic work while offering a remedy to help address historic inequities in education that hamstring student success.

The Coordinator will develop and maintain pathways for students to be successful in dual-enrollment by close, careful, and sensitive work with staff members, teachers, and administrators in a variety of secondary school settings in the catchment area Tohono O'odham Community College serves. Among the tools the Coordinator will need to deploy are digital sophistication, expertise at relationship building, highly developed communication skills, attention to detail, meticulous record keeping, and perseverance.

Essential Duties

- Build relationships with school districts and high schools in the region
- Maintain excellent records concerning dual-enrollment and other outreach efforts that TOCC makes with local schools
- Write program reports and manage budgets related to the program
- Develop and update MOAs and other agreements as needed
- Establish dual-enrollment courses and plans with school systems in the region
- Participate in departmental, division, and institutional goal setting, committees, and special projects as they relate to Pre-College and College outreach;

- Work in coordination with the Dean of Student Services to provide the following: 1) Opportunities for student engagement, 2) Oversee and manage the travel process for student organizations and delegate group off-campus/out-of-state travel; 3) Develop, maintain, and communicate student organization resources, policies, and procedures;
- Carry out other duties related to student success as needed by the Dean of Student Services.

TRAINING AND EXPERIENCE:

Minimum Qualifications:

- Bachelor's degree in education, communication, or closely related field; and three years' higher education and/or grant management experience.

Additional Consideration May Be Given To Individuals with the Following Qualifications:

- Ability to speak and understand O'odham.
- Knowledge and understanding in the history and contemporary issues facing Native peoples.

Licensing Requirements:

- Valid Arizona Driver's license with no DUI's or major traffic offenses within the past two years.
- Must successfully pass a background check and fingerprint clearance.

Knowledge:

- Knowledge of College programs and courses
- Applicable Federal, State, and local laws, rules, regulations, policies, and procedures; [?](#) Project management principles and practices.

Skills:

- Ability to communicate clearly and effectively with a diverse group of constituents
- Ability to write well
- Ability to track data and use data to make decisions
- Ability to work effectively in a digital environment and face-to-face.

Work Environment:

TOCC is a tribal college located on the Tohono O'odham Nation, 60 miles west of Tucson. The Coordinator will work closely with members of the Tohono O'odham Nation within a diverse population.

BENEFITS:

The College offers a comprehensive benefit package and 401(k).

HOW TO APPLY

Applications are available online at www.tocc.edu. Interested applicants must submit a completed TOCC application for employment, resume, related degrees, transcripts, certificates, a list of three references (name, position, organization and work phone numbers), and three (3) letters of recommendation dated within the past twelve months. If claiming Indian Preference

Under Tohono O'odham Ordinance 01-85, submit a copy of certification or enrollment card and/ or if claiming Veteran Preference, submit a copy of the DD214 form to:

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ATTENTION: HUMAN RESOURCES

P.O. BOX 3129

SELLS, AZ 85634

VOICE (520) 383-0049

FAX (520) 383-0029

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TOHONO O'ODHAM COMMUNITY COLLEGE

TO: BOARD OF TRUSTEES
THRU: PRESIDENT, HUMAN RESOURCES (HR)
FROM: OFELIA ZEPEDA, INTERIM DEAN STUDENT SERVICES
SUBJECT: CHANGE REQUEST: CHANGE “RETENTION COORDINATOR”
POSITION TO “STUDENT SUCCESS COORDINATOR” POSITION
CC: HR

Background: When TOCC’s “Retention Coordinator” position was crafted years ago TOCC was a very different institution. Two major developments, the pandemic and needed responses to ensure safety, plus the provision of online course delivery, have created new needs. Those needs include taking a broader approach to ensure student success. The name change, from “Retention Coordinator” to “Student Success Coordinator” embodies a recognition that serving students involves both traditional methods of retention *and* efforts to engage students in a digital environment through proven student success activities.

Justification: This position request, to change the “Retention Coordinator” position to “Student Success Coordinator” will reflect the current needs of TOCC students and will help TOCC better serve student needs. This change will not alter the budget.

Action Requested: Request BOT approval to rename the “Retention Coordinator” position to “Student Success Coordinator” and to change some of the duties of the position per the attached job description.

Recommendation: TOCC President recommends approval.



TOHONO O'ODHAM COMMUNITY COLLEGE JOB ANNOUNCEMENT

Job Title: ~~Retention-Student Success~~ Coordinator
Reports To: Dean of Student Services Title III Project Director
Status: Full time/ Regular / Exempt
Salary: \$44,260 annual

SUMMARY: This position will facilitate a college-wide effort to boost student success, retention and degree completion through a student retention-success plan. This position ~~W~~will design and implement student retention and engagement initiatives, maintain the Early Alert Retention System (EARS), and communicate with faculty and Student Services personnel concerning student success.

ESSENTIAL DUTIES:

- Work with at-risk TOCC students; facilitate individual student academic progress and success with faculty; and track individual student needs for academic success;
- ~~Coordinates and facilitates tutors in writing, reading, and math;~~
- Collaborates with internal departments, advisory groups, and the general public, external agencies, and/or other interested parties to coordinate activities, review work, exchange information, and resolve problems to increase student success;
- Develops and facilitates student retention initiatives; partners with faculty to monitor and intervene on issues concerning student success; maintains the Early Alert Retention System;
- Represents the College at a variety of meetings, public events, training sessions, on committees, and/or other related events or groups in order to receive and convey information;
- ~~Compiles, reviews, and analy~~ses a variety of data and information; formulates recommendations based on findings; and, prepares related reports to the position;
- Provides advising and guidance to students on Satisfactory Academic Progress student plans.
- Support the T-So:son (Our Core Values) including T-Wohocudadag – Our Beliefs, T-Apedag – Our Well-Being, T-Pi:k Elida – Our Deepest Respect and I-We:mta – Working Together.
- Manages communication of important dates and notifications to students using a variety of platforms/communication software
- Performs other duties of a similar nature or level.
- ~~Manages communication of important dates to students using communication software~~

TRAINING AND EXPERIENCE:

Minimum Qualifications:

- Bachelor's degree in education, communication, or closely related field; and two yearsyears' higher education experience.

Additional Consideration May Be Given ~~to~~ Individuals with the Following Qualifications:

- Ability to speak and understand O'odham and/or Spanish.
- Knowledge and understanding in the history and contemporary issues facing Native peoples.

LICENSING REQUIREMENTS:

- Valid Arizona Driver's license with no DUI's or major traffic offenses within the past two years.

KNOWLEDGE:

- Applicable academic programs, financial aid, internships, careers, study abroad programs, and/or other related programs;
- Applicable Federal, State, and local laws, rules, regulations, policies, and procedures;
- Project management principles and practices.

SKILLS:

- Using a computer and related software applications;
- Interpreting and applying applicable laws, rules, regulations, policies, and procedures;
- Implementing public relations initiatives;
- Managing projects;
- Speaking in public;
- Compiling and analyzing data and information and making sound recommendations based on findings;
- Maintaining confidentiality;
- Providing academic advisement services;
- Communication, interpersonal skills as applied to interaction with subordinates, coworkers, supervisor, the general public, etc. sufficient to exchange or convey information and to receive work direction.

WORK ENVIRONMENT:

TOCC is a tribal college located on the Tohono O'odham Nation, 60 miles west of Tucson. The [Coordinator incumbent](#) will work closely with members of the Tohono O'odham Nation within a multi-cultural [setting](#).

BENEFITS:

The College offers a comprehensive benefit package and 401(k).

HOW TO APPLY

Applications are available on line at www.tocc.edu. Interested applicants must submit a completed TOCC application for employment, resume, related degrees, transcripts, certificates, a list of [three- two \(2\)](#) references (name, position, organization and work phone numbers), and [three- \(3\)- two \(2\)](#) letters of recommendation dated within the past twelve months. If claiming Indian Preference under Tohono O'odham Ordinance 01-85, submit a copy of certification or enrollment card and/ or if claiming Veteran Preference, submit a copy of the DD214 form to:

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VOICE (520) 479-2300**

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[Revised: 2/16/22 sdo](#)



TOHONO O'ODHAM COMMUNITY COLLEGE JOB ANNOUNCEMENT

Job Title: Student Success Coordinator
Reports To: Dean of Student Services
Status: Full time/ Regular / Exempt
Salary: \$44,260 annual

SUMMARY: This position will facilitate a college-wide effort to boost student success, retention and degree completion through a student success plan. This position will design and implement student retention and engagement initiatives, maintain the Early Alert Retention System (EARS), and communicate with faculty and Student Services personnel concerning student success.

ESSENTIAL DUTIES:

- Work with at-risk TOCC students; facilitate individual student academic progress and success with faculty; and track individual student needs for academic success;
- Collaborates with internal departments, advisory groups, and the general public, external agencies, and/or other interested parties to coordinate activities, review work, exchange information, and resolve problems to increase student success;
- Develops and facilitates student retention initiatives; partners with faculty to monitor and intervene on issues concerning student success; maintains the Early Alert Retention System;
- Represents the College at a variety of meetings, public events, training sessions, on committees, and/or other related events or groups in order to receive and convey information;
- Compiles, reviews, and analyzes a variety of data and information; formulates recommendations based on findings; and, prepares related reports to the position;
- Provides advising and guidance to students on Satisfactory Academic Progress student plans.
- Support the T-Şo:şon (Our Core Values) including T-Wohocudadag – Our Beliefs, T-Apedag – Our Well-Being, T-Pi:k Elida – Our Deepest Respect and I-We:mta – Working Together.
- Manages communication of important dates and notifications to students using a variety of platforms/software
- Performs other duties of a similar nature or level.

TRAINING AND EXPERIENCE:

Minimum Qualifications:

- Bachelor's degree in education, communication, or closely related field; and two years' higher education experience.

Additional Consideration May Be Given to Individuals with the Following Qualifications:

- Ability to speak and understand O'odham and/or Spanish.

- Knowledge and understanding in the history and contemporary issues facing Native peoples.

LICENSING REQUIREMENTS:

- Valid Arizona Driver's license with no DUI's or major traffic offenses within the past two years.

KNOWLEDGE:

- Applicable academic programs, financial aid, internships, careers, study abroad programs, and/or other related programs;
- Applicable Federal, State, and local laws, rules, regulations, policies, and procedures;
- Project management principles and practices.

SKILLS:

- Using a computer and related software applications;
- Interpreting and applying applicable laws, rules, regulations, policies, and procedures;
- Implementing public relations initiatives;
- Managing projects;
- Speaking in public;
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- Maintaining confidentiality;
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VOICE (520) 479-2300**

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7/12/22, 1:08 PM

Tohono O'odham Community College Mail - REQUEST FOR CONSIDERATION: TWO POSITION CHANGES



Paul Robertson <probertson@tocc.edu>

REQUEST FOR CONSIDERATION: TWO POSITION CHANGES

Bernard Siquieros

<bsiquieros@gmail.com>

Sat, Jul 2, 2022 at 6:08 PM

To: Paul Robertson <probertson@tocc.edu>

Cc: "Zepeda, Ofelia - (ofelia)" <ofelia@arizona.edu>, Tony Chana <tchana0839@gmail.com>, Mary Bliss <mbliss@tocc.edu>, Jonas Robles <jrobles@tocc.edu>

I approve the request on position changes to Dual Enrollment Coordinator and Student Success Coordinator. Sorry for the delayed response.

Bernard Siquieros

[Quoted text hidden]



Paul Robertson <probertson@tocc.edu>

Two Position Changes requested.

Jonas Robles <jrobles@tocc.edu>

Thu, Jul 7, 2022 at 9:00 PM

To: Paul Robertson <probertson@tocc.edu>, toccpresident@tocc.edu

I approve requested two position changes, via email June 13, 2022.

Jrobles

Sent from my iPad



Paul Robertson <probertson@tocc.edu>

REQUEST FOR CONSIDERATION: TWO POSITION CHANGES

Zepeda, Ofelia - (ofelia) <ofelia@arizona.edu>

Sun, Jul 10, 2022 at 12:50 PM

To: Paul Robertson <probertson@tocc.edu>, Bernard Siquieros <bsiquieros@gmail.com>

Cc: Tony Chana <tchana0839@gmail.com>, Mary Bliss <mbliss@tocc.edu>, Jonas Robles <jrobles@tocc.edu>

Hi,

I'm so sorry I thought I sent it back already, but I found it sitting in drafts. Yes, I also approve this request.

Ofelia

Ofelia Zepeda
Regents' Professor
Linguistics Department
520.621.8294
520.62106897
ofelia@email.arizona.edu

From: Paul Robertson <probertson@tocc.edu>**Sent:** Friday, July 8, 2022 7:25 AM**To:** Bernard Siquieros <bsiquieros@gmail.com>**Cc:** Zepeda, Ofelia - (ofelia) <ofelia@arizona.edu>; Tony Chana <tchana0839@gmail.com>; Mary Bliss <mbliss@tocc.edu>; Jonas Robles <jrobles@tocc.edu>**Subject:** [EXT]Re: REQUEST FOR CONSIDERATION: TWO POSITION CHANGES

External Email

[Quoted text hidden]



TOHONO O'ODHAM COMMUNITY COLLEGE
 P.O. Box 3129 • Sells, AZ 85634
 Phone: (520) 479-2300 • Fax: (520) 383-8403
www.tocc.edu

July 14, 2022

Chairman Ned Norris, Jr.
 Tohono O'odham Nation

Dear Chairman Norris,

Tohono O'odham Community College has been operating with minimal Board of Trustee (BOT) members for several years now. With the recent tragic loss of Anthony Chana, BOT Secretary, the TOCC BOT is now standing at four members. They are: Chairperson: Dr. Ofelia Zepeda, Vice-Chair: Bernard Siquieros, Elder Member: Jonas Robles, and Member: Mary Bliss.

TOCC's Charter, amended June 19, 2018, specifies a minimal number of 5 members:

"Article V, Section D. Number of Trustees. The Board shall consist of no less than five (5) nor more than eleven (11) Trustees at least two of whom shall be recognized O'odham elders."

I have visited with Board members about the situation. Due to the emergency nature of that situation, plans are to move forward with necessary business and to foreground the effort to seat additional Trustees.

TOCC's next Board meeting and retreat is scheduled for July 28-29. During that time, the Board will identify several possible candidates for the BOT and will provide those to you in the hope that the process of seating additional members can be achieved.

Respectfully,

Paul M. Robertson, Ph.D.
 President
probertson@tocc.edu

President's Report for June/July 2022

Page 1 of 3

Item	Actions	Discussion/Resolution/Comments
1) O'odham Language Center Building	Delegated task of communicating with ESB + Design Build regarding finalization of drawings for the OLC to Jay Juan, Chief of Operations. During my absence in June, he coordinated an onsite visit with ESB and OLC personnel.	ESB received needed input from Ron Geronimo, Leslie Luna, Ofelia Liz Zepeda, and others and is working to put together a quote for the OLC. Timeline: probable receipt of quote in early August or sooner.
2) Apprentice Program	Coordinated with Jackson Doe and Jay Juan re. TPT workplan. They did the work, got the quotes, and Jackson submitted the workplan to AZ ahead of the June 30 deadline.	Workplan for use of TPT funds in 2022-2023 will focus on Wişag Koş Maşcamakuđ and will include demolition of older small structures, renewal of roofs too primary buildings, and other needed upgrades.
3) SCAC (San Carlos Apache College) campus.	On July 6, Big Fire Attorney Andrea Snowball did submit a draft IGA update to AG Alex Ritchie, representing SCAC for review.	As soon as I review any changes Mr. Ritchie wants I will circulate the updated draft agreement to the BOT for comment. Various new requests are coming in from SCAC and they appear to involve requests for more autonomous operation. Those requests are such that we may need to look very carefully at certain provisions of the updated agreement before signing.
4) Request for support from Nation for FY 2023-2027	Presented virtually, on 8 June, with the BOT, TOCC's request to the Nation for 25m funding. There was unanimous support.	Many are to be commended for the efforts leading up to this important milestone that will provide TOCC with critical operating revenues for the next five years.
5) Back to Campus in fall semester	This area needs more work. It does seem to be the case that students have adapted to online course delivery and do not have much interest in face-to-face classes. Dorm residency is a key part of this – as is the completion of the wellness center and the kitchen, two objectives that are lagging due to supply chain issues – parts are needed for both and are supposed to be available soon (heard that before).	

Item	Actions	Discussion/Resolution/Comments
6) Sif Oidag	Met with Sif Oidag Vice-Chair Joshua Albert re. possible site for course delivery	Following up with Sif Oidag after conferring with BOT in May.

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Key Issues/Items addressed in July - HR Report

Issues/Items	Discussion/ Situation	Summary/ Resolution
HR Archive	HR file inventory	Continuing to purge documents for shredding.
Interviews	Conducted 17 interviews: TOANR Interns (4) Data Entry Clerk (4) Assistant Cook (3) Office Coordinator-Apprentice (2) Administrative Assistant-Edu (2), Language Specialist (1), and Project Specialist (1)	Four hired, one pending offer, two pending background check, two pending reference checks, and one continue to advertise.
Job Fair	HR and Recruiter participated in the Tohono O'odham Nation's Human Resources Job Fair held 06/28/22.	37+ attendees received informational packets and incentives.
Personnel Issues	Personnel Issues	Addressed two supervisor's concerns.

Report to TOCC Board of Trustees:

Jay Juan
Chief of Operations
June 2022

Issues/Items	Actions/Assessment
Continue to work on kitchen in I-We:mta Ki:.	Coordinated a meeting with the Expert Restaurant Company, first phase of vent installation was completed June 6 th . Additional electrical work is scheduled for June 30 th .
Need estimates for Wişag Koş Maşcamakud projects for the State report.	Contacted Contractor and scheduled a walkthrough for estimates. Contractor arrived on June 8 th and walked the campus to look at projects.
TO Health Care/Nurses Department requested to use the Patio for an in-service.	Coordinated and prepped the patio for Nurses in-service on June 9 th .
Final phase of solar project, need to make connection from solar panels to electrical panel in I-We:mta Ki: and schedule final inspections.	Power was shut off for several hours during the connection from solar power source to the power grid. Connection was successful, final inspection with TON Inspector was successful. TOUA inspection and connection has been scheduled for July 6 th .
Continue construction work at the Apedag Ki.	TOUA made power connection to the Apedag Ki. Hamstra HVAC company performed final tests and inspection on A/C units. All units are working properly. C&I door company installed an ADA door opener and tested the equipment. Opener worked good.
Meeting with ESB on floor plan for Language Building project.	Scheduled a meeting with ESB, Leslie Luna and Ron Geronimo to discuss the floorplan on June 21. After reviewing the floorplan, we walked the building site. We discussed the positioning and layout of the building. ESB will forward a proposal in the upcoming weeks.



Tohono O'odham Early Childhood Education Community of Practice

By

Elsa Peterson Community of Practice Coordinator

April-June 2022 Board of Trustees Report

Issues/Items	Discussion/Situation	Summary/Resolution
<p>On April 12, 2022, Elsa Peterson and Lisette de Mars met with Jeffers Choyguha to talk about the goals the A'al Ha-Mascam Community of Practice has this upcoming year.</p> <p>May 23 comedians Conference Cleveland ohio</p>	<p>There was a change of leadership in the Head Starts at the Tohono O'odham Nation. Since then, Mrs. Choyguha has overseen all the 7 Head Starts the Community of Practice works with. Mrs. Choyguha did not understand why Head Start staff and employees needed professional development through this grant. Lisette DeMar and Elsa Peterson met with to let her know of the support we have to offer to the community through this community of practice.</p>	<p>Jeffers Choyguha decided it was a good idea for the community of practice sessions continue once a month, but the time must change to the afternoon due to her training needs with staff. Currently the Head Start in the Tohono O'odham Nation continues to look for a new Head Start Manager.</p>
<p>The A'al Ha-Mascam Community of Practice continues to meet despite the challenges due to the change of leadership.</p>	<p>Erin Aguilar was the presenter for the May 9th Session. The topic for this session was on Sensory Processing for Children and their journey through Kindergarten Readiness.</p>	<p>A total of 30 Members met via zoom.</p>
<p>The Tohono O'odham Head Starts hired an Education Specialists who will help the community of practice coordinator guide students through their education journey. Elsa Peterson met with Fredy Aranda on May 16th to talk about the collaborating work that will be happening in the field.</p>	<p>Educators at the Tohono O'odham Head Starts will continue to reach out to the coordinator and education specialist for technical support for teacher to complete their degree at the Tohono O'odham Community College and to continue their education.</p>	<p>The Community of Practice coordinator will have more support with Early Childhood Education Students at TOCC.</p>

<p>The A'al Ha-Mascam Community of Practice had one graduate this year. This student was also voted in and nominated into the Tohono O'odham First Things First Regional Partnership Council.</p>	<p>Mariena Mendez an Early Childhood Education 2021 graduate also completed her degree in Social Work in 2022.</p>	<p>Mariena Mendez CoP member graduated with two degrees. She was also nominated and voted in the Tohono O'odham Nations First Things First Regional Partnership Council serving the seat of member at large. For these efforts, Mariena Mendez was featured in Spotlight for a First Things First Newsletter.</p>
<p>On May 23rd the A'al Ha-Mascam Community of Practice was able to bring Wolf Brown the Comedian to TOCC.</p>	<p>The Community of Practice had their first face to face event on May 23rd.</p>	<p>Only four CoP members attended this event face to face. 25 more members attended on zoom.</p>
<p>Community of Practice members attended The Professional Learning Institute for National Association for the Education of Young Children.</p>	<p>Elsa Peterson, Mariena Mendez, and Clarissa Miranda attended PLI NAEYC in Cleveland Ohio on June 11th to the 16th.</p>	<p>Both Mariena Mendez and Clarissa Miranda are TOCC students. This was the first face to face conference attended since the pandemic.</p>

TOHONO O'ODHAM COMMUNITY COLLEGE

TO: BOARD OF TRUSTEES
THRU: DR. PAUL ROBERTSON, PRESIDENT
FROM: DR. TIFFANY VIGGIANO, DEAN OF ACADEMICS
SUBJECT: JUNE 2022 EDUCATION DIVISION BOARD REPORT
DATE: JUNE 30, 2022
CC:

Tiffany Viggiano
Issues/Items addressed in June2022

Issue	Discussion	Summary/resolution
Curriculum	Solar Certificate Program	Expected HLC Reply by August 30th
Staff	Full-time Art Faculty Administrative Assistant	Offers extended to both
Academic Advising	Continuing to move away from assessment based placement into gateway courses (ex. WRT 101, MAT 089, MAT 142H) and towards advising based placement.	EdReady will be used to inform placement and supplement student development.

<p>AZ Transfer</p>	<p>Problem 1: Troublesome course mandate language proposed by AZ Transfer. Absence of indigenous perspective in mandated course requirements. See Figure 1 below.</p> <p>Root of language is mandated by Arizona Board of Regents: Policy 2-210</p> <p>“The study of American Institutions will include at minimum (I) how the history of the United States continues to shape the present; (II) the basic principles of American constitutional democracy and how they are applied under a republican form of government; (III) the United States Constitution and major American constitutional debates and developments; (IV) the essential founding documents and how they have shaped the nature and functions of American Institutions of self governance; (V) landmark Supreme Court cases that have shaped law and society; (VI) the civic actions necessary for effective citizenship and civic participation in a self-governing society – for example civil dialog and civil disagreement; and (VII) basic economic knowledge to critically assess public policy options and to inform professional and personal decisions.”</p>	<p>Action Taken</p> <p>Failed Motion- Dr. Tiffany Viggiano moves the Steering Committee mandates the AGECE subcommittee to include the indigenized and tribal college perspectives in the standards that were proposed in the American Institutions criterion.</p> <p>PB – 2nd</p> <p>BC will not support a mandate, but she does support a discussion on this topic.</p> <p>NS – calls the question.</p> <p>3 Aye – MS (NPC), PB (Dine’), TV (TOCC)</p> <p>10 Nay – DR (YC), NS (CCC), VF (Cochise), GS (NAU), LL (Mohave), SW (EAC), WW (Pima), JC (AWC), MKG (CAC), BC (MCCCD)</p> <p>1 Abstain – AJ (ASU)</p> <p>Approved Motion- Dr. Tiffany Viggiano moves that AZTransfer Steering Committee establish a task force on awareness requirements across curriculum to include ethnic, race, gender awareness, etc., in addition to emphasizing contemporary, global/ international awareness, and historical awareness, and report to AGECE subcommittee and assist with defining and implementing this focus across the curriculum in the new AGECE, and that the composition of the committee should include faculty from multiple disciplines, and a liaison from the AGECE redesign sub-committee will serve as their connection.</p> <p>JC – 2nd</p>
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	<p>Problem 2: AZTransfer aims to eliminate intensive writing “I”, historical awareness “H”, cultural awareness “C”, and global awareness “G” course focus indicators.</p> <p>In response to eliminating “I” and a faculty proposal, the AZ Transfer Steering Committee voted to establish a task force on writing across curriculum and report to AGEC subcommittee and assist with defining and implementing writing across the curriculum. There was no initial intention to establish such a taskforce for H, C, or G. Dr. Viggiano advocated for correction.</p>	<p>Aye – 13 in person, + 2 online (MKG and BC)</p> <p>Nay – 0</p> <p>Abstain – 1 – Diane Ryan</p> <ul style="list-style-type: none"> • Dr. Viggiano joined AZ Transfer Steering Committee’s AGEC Sub-Committee on behalf of TOCC • Assigned TOCC faculty for Steering Committee approval to task forces and general education committee
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Figure 1

AMERICAN INSTITUTIONS (3 CR.)

The study of American Institutions will include at minimum:

- (I) how the history of the United States continues to shape the present;
- (II) the basic principles of American constitutional democracy and how they are applied under a republican form of government;
- (III) the United States Constitution and major American constitutional debates and developments;
- (IV) the essential founding documents and how they have shaped the nature and functions of American Institutions of self-governance;
- (V) landmark Supreme Court cases that have shaped law and society;
- (VI) the civic actions necessary for effective citizenship and civic participation in a self-governing society – for example civil dialog and civil disagreement; and
- (VII) basic economic knowledge to critically assess public policy options and to inform professional and personal decisions.
- (VIII) how the perspectives and experiences of diverse peoples shape the American experience.

SKILLS FOR A PRODUCTIVE LIFE (3 CR.)

Courses in this category must include 21st Century Skills:

- **Digital literacy** (information literacy, media literacy, and technology literacy)
- **Career skills** (flexibility & adaptability, initiative & self-direction, social & cross-cultural interaction, productivity & accountability, leadership & responsibility, and financial literacy)
- **Learning & innovation skills** (critical thinking & problem solving, creativity & innovation, oral & visual communication, and collaboration)

Internships and college success skills courses may also meet this requirement

O'ohana Ki:, June 2022

Issue	Discussion	Summary/resolution
Library traffic increase is slow-going.	Usage continues; promotion efforts are working	<p>The month of June had:</p> <ul style="list-style-type: none"> • 264 Total Users • 220 New users • 387 Sessions <p>New users made up most of our webpage traffic. Students have been reaching out to discuss research for their work.</p>
On-going efforts	<p><i>The Runner</i> project took a huge step forward.</p> <p>Upgrade to ILS System</p>	<p>Mr. Stanley Throssell brought 7 bankers boxes to the library for processing. He brought physical copies of <i>The Runner</i>. It is an honor to be able to preserve this important part of Tohono O'odham history.</p> <p>Our migration to the 5X software is finally going to be implemented. We have a branch system set up in our software. We have been in talks with Venito Garcia Library for months who has been in agreement to make the upgrade, but we have needed an approval from San Lucy. We have had a tough time getting in contact with San Lucy library, but finally made contact. The migration is moving forward.</p>
Staff	Bahidaj Harvest	Library assistant, Carmella Pablo, and librarian, Liz Zepeda, assisted with the Bahidaj Camp. They helped with shopping, cooking, and driving for the event.

NSF STEM Grant**Report Month:** June 2022**Submitted by:** Teresa Newberry

Issue	Discussion	Summary/resolution
<p>The Tohono Field Studies (TFS) Center will provide opportunities for students to professional skills so that they are prepared for a career in the sciences. This supports the goal of increasing the rigor of our curriculum and preparing students for the professional workplace.</p>	<p>A working group for the TFS Center Living Laboratory (aka Botanical Project) has been assembled to plan and design the pollinator garden and walking paths. The working group consists of faculty (Linda Chappel, Kimberly Danny, and Diona Williams), staff (Grace Francisco, Jay Juan, and Clifford Pablo), NSF STEM staff and consultants (Teresa DeKoker, Camillus Lopez, and Kea Skeate).</p>	<p>The TFS Center Living Laboratory work continued with meetings between Teresa N. and Teresa D. A campus plant list and proposed plants working group has been compiled and research was conducted on plant signage. The full working group meetings are on hold for the summer until the faculty return in August, but we will continue to work with staff over the summer.</p> <p><i>Goal 3: Promote professional preparedness of students</i></p>
<p>Support for students during their transitions from high school to TOCC and from TOCC to universities. Support during these transitional phases is critical and serves to increase student enrollment and graduation.</p>	<p>The 2022 Summer Science Institute with a focus on Geographical Information Systems (GIS) is being led by Dr. Jason Post. This is a hybrid event with virtual lectures and 5-day camping field trip Southern California.</p> <p>We are partnering with UA Engineering in a pilot project called “<i>Walking Together in STEM</i>” to plan for the submission of a full S-STEM grant in Spring 2024 which would support students in STEM programs and support for their transfer to UA. This planning grant will include the development of two plus two agreements in STEM programs.</p>	<p>The 2022 Summer Science Institute is more than half over. The 4-week stipends for students who are up to date on their work were processed and the field trip to Southern California from 6/20-6/24 is complete. It was a very successful field trip and can serve as a pilot for future on-going field experiences for students.</p> <p>Planning is continuing for this effort. TOCC’s <i>A Student’s Journey</i> team visited with the UA Engineering team on 6/21 to discuss collaborations for student transfer to UA and STEM programs and how use this internship program could be used as a model for the future.</p>

		This work supports Goal 4: Support for Transitions from High School to TOCC to University
Create Faculty Learning Community (FLC) with on-going mentoring by education consultants and cultural mentor	Changing instructional practice and developing cultural competence requires significant time, effort, and commitment by faculty members. This Maci:dag Wo:g (MW) Faculty Learning Community (FLC) has an active learning group engaged in the development of culturally-centered curriculum projects.	<p>Three of the five faculty who are part of the Active Learners Group submitted their PBL curriculum which was created as a result of FLC work this past academic year. This work is uploaded into the FLC's Canvas site and these faculty will receive stipends for their work. Planning is underway for Fall 2022 activities.</p> <p>This work supports <i>Goal 5: Faculty Support and Development to provide culturally responsive curriculum and Goal 2: Indigenize and transform TOCC STEM curriculum.</i></p>

Tohono O'odham Studies**Report Month:** June 2022**Submitted by:** Frances Benavidez

Topic	Discussion	Summary/resolution
O'odham Language Center	The need to build capacity for O'odham language educators is ongoing, particularly as it relates to developing the language fluency of young language learners.	<p>For June, progress toward this effort included:</p> <ol style="list-style-type: none"> 1) Hosting the Immersion Language Teaching Gathering for primarily early childhood educators. This weeklong training focused on developing language fluency amongst young language learners, the stages of language acquisition, and methods, strategies and techniques for using immersion language instruction with young language learners. The weeklong training was capped at thirty (30) participants. Of these participants: <ol style="list-style-type: none"> a. 17 were Head Start teachers and/or child care providers working with the Nation's Division of Early Childhood and Development; b. 13 were k-12 language and culture educators and/or community-based language teachers. c. 10 of the gathering participants, including the trainer and her assistant stayed on campus in the dorms for the week. <p>Many people worked to make this event possible, a special acknowledgement of the TON Division of Early Childhood and Development, Tohono O'odham Nation Education Department, TOCC: Student Life (Residence Life, Food Program, Security), Library, Student Services, Facilities Team, Bookstore, President's Office and Immersion Language Trainer Jennie DeGroat.</p> 2) Receiving an approving MOU from the Tohono O'odham Nation's Executive Office permitting an ongoing partnership between the OLC and the Nation's Division of Early Childhood and Development. The primary goal is building capacity toward developing immersion language Head Start Centers. 3) Submission of an NSF TEAC Grant which focuses on securing over 3 million dollars toward funding language immersion programs amongst the Nation's youngest language learners.
Gewkdag Pilot Assessment	In April Dr. Viggiano encouraged development of a gewkdag assessment. A team assembled to develop a pilot gewkdag assessment for the Spring 2022 graduating students to complete. This is an area that needs to be assessed for accreditation purposes.	The pilot assessment was completed in late May by sixteen (16) graduates who identified areas that helped them grow personally and academically while attending TOCC. The responses varied from having access to supportive faculty, to the rigor in their courses providing them with needed skillsets to sharing experiences in specific classes that helped them feel stronger in who they were as O'odham and more prepared to transition into their next journey from the strength they garnered (as a person) while attending TOCC. The pilot gewkdag assessment team will continue meeting to discuss future gewkdag assessments, and a baseline assessment with modification to the previously developed assessment questions.

		<p>The gewkdag assessment team includes the OLC Co-Directors, TOS Instructors and Director (4), OIE Research Assistant, and Co-Chair of the Assessment Committee.</p>
Bahidaj Harvest Event	TOCC continues to provide cultural learning opportunities for the college community and general public.	<p>Worked closely with the Himdag Committee to plan and organize a two-day Bahidaj Harvest Event beginning with a ku'ipaḍ demonstration, early morning bahidaj harvest and sitol making demonstration. This event brought in community presenters to share on the different topics and students, staff, faculty, and families for a well-attended in-person O'odham relevant learning opportunity.</p>
Carry out Area Chair duties and Other Activities	Fulfill the immediate day-to-day programmatic responsibilities.	<ul style="list-style-type: none"> • Continue to advise and prepare programs of study for students. • Continue to meet with the TOS Instructors and modify a community survey with input and feedback from the OIE.
Participated and Followed-up as Needed on Items from Scheduled Mtgs.	Participated in collaboration, planning and partnership meetings, followed-up on action items from discussions.	<ul style="list-style-type: none"> • OLC Meetings/Gathering Event (10) • TOS/BA Group Meetings (2) • Standing Meetings (7) • Advising/Other (11)

Liz Zepeda, Interim Student Services Dean
Student Services, June 2022

Issue	Discussion	Summary/resolution
SSD Report	Activities have kept staff busy.	Work has been constant due to standard activities for the summer. Short report this month.
EARS	Reports sent bi-weekly for 8 week session.	The four-week EARS report was sent out to students June 20th. A list of important dates was included; one was the withdrawal deadlines. There appeared to be an uptick in withdrawals after the grade reports were sent.
Dual Enrollment	Continued conversations with schools to develop and maintain partnerships.	TOHS courses: MAT142, WRT 101, and HIS 122 ended on June 30 th . Some students did not submit complete packets so they will not get credit for the course or courses. Staff were present to assist with paperwork and talked students through what was needed. Some students did not follow through. Met with Casa Grande Union High School District to discuss a long-term strategy in order to implement dual enrollment offerings in CGUHSD. Annual Report was submitted detailing TOCC's dual enrollment activity for the year.
AICF	Met with Jack Soto regarding an extension/re-imagination of the Braiding Success grant.	The goal of this iteration of the grant is to create an online version of the activities. Concepts such as creating an independent, self-guided version of the activities and gamifying the work have been discussed.
Counselor	Work has been steady and there has been an increase in student contact.	Wrap-arounds, student referrals, and advising sessions have been on-going. Counselor participated in the Bahidaj Harvest.
Financial Aid	Consultants have been supportive and incredibly helpful.	Workflows have been established with support of Partners in Financial Aid. As a result, the Financial Aid Office will have distributed \$1.45 million in aid with the mailing of the most recent Pell Grant checks. The funds are a variety of Title IV, (Pell grant and FSEOG), and direct scholarships. SAP appeals, responses, R2T4, loans (taken out at other institutions), and other types of communications have been worked on and sent to students.

Chandra Claw, Registrar

Issue/Topic	Discussion	Summary/resolution
Recruiting	The following events were held to promote TOCC for Fall Semester:	Staff were needed on campus. Despite Google calendar invites and announcements being sent out, staff were not available. Students stopped by

	<p>Drive Through Event - Rain may have prevented people from attending but we got a couple of people come through.</p> <p>Tohono O'odham Job Fair - Good event. Jai ran out of the promo bags she prepared for the event.</p> <p>Virtual Orientation - Approximately 14 students participated. It was a good event. SSD and Advisor assisted.</p> <p>In Person Open House - Event turned out well. We had two busloads of student workers from the Schuk Toak District. A few students stopped by.</p>	specific offices but the staff weren't available to answer their questions. Staff present tried their best to answer student questions and address concerns.
Registrar	We held interviews for the Data Entry Clerk position and made a selection.	We need to conduct reference checks before she is offered the position.
	Important reports have been occurring.	Completed BIE Report AY Summer 2021-Spring 2022. Submitted Engagement Letters for the FTSE Audit. Census Report is due July 21st. Audit started and will got through October 15th.
Admissions & Registration	Admissions for Fall Semester got delayed.	We started processing as soon as the admissions letter and student guide were updated for Fall Semester. Staff is keeping up with processing applications.

Annamarie Stevens, Transition Coordinator—TWO REPORTS
Student Services, May 2022

Issue	Discussion	Summary/resolution
Access to student degree audits on mytocc.	Student that are interested in transferring reach out to discuss what they need to complete their program and discuss	If a student is not assigned to me I can view their information in mytocc. I like to view student information prior to meeting with them in order to provide my feedback. I have to ask students to share their information or contact MorningStar to ask to add me to their advising list.

	transferring to a university.	It would be ideal for me to have access to all students it simplifies the process of assisting students.
A Student's Journey-finding an internship placement for two students. In the following areas: Social Services Art	As a part of the A Student's Journey the students have 4 week 20 hours a week experience in the field of their interest.	By the end of the month all students have the two students have a placement. One student meets with the placement site and the other student meeting with placement team will in done the first week of June.
A Student's Journey-One student needs daycare services for her one-year-old.	The goal of ASJ is to assist student creating sense of belonging at a university. This includes assisting with get their personal needs meet.	We have made contact with a daycare to set up a month services for a one-year-old. At this point there has been no progress. The goal is to have arrangement set up before the Open House on June 18 th .
A Student's Journey-Students with families need a place that accommodates their families.	There are two students that have children that need accommodations for their families.	A meeting was held with UArizona Residence Life to discuss options for students with families. There are no other options other than an Air B&B or short term apartment stay. The goal is to have this situation resolved before June 18 th
This is the last year for Haury Grant but there are carries over that were not used due to COVID.	There was a meeting with the Haury Team to ask if funding can be carried over.	Haury has asked to submit a detailed report on carry over funds. I been have reached out to Grants office to set up a meeting to go over remaining funds. The goal is to use the remaining funds to continue to support A Student's Journey continue for another year or two.

June 2022 Update:

Preparation for A Student's Journey has been the focus of the month.

The grant extension for the Haury grant was approved.

The student opted not to utilize the daycare.

Mentor Orientation Lunch on Friday, June 17th from 11:30am to 1:00 pm at Drachman Hall Room B109.

Saturday June 18th: Open House for A Student's Journey students and families

Board of Trustees Report
Dean for Sustainability Mario Montes-Helu, Ph.D.

Key Issues/Items addressed in **June 2022**

Issues/Items	Discussion/Situation	Summary/Resolution
Workforce and Community Development (WCD)	Culinary Arts Program and the Tohono Kosin	<p>We are working on the planning of kitchen modification and safety issues at the Tohono Kosin. There is a need for a new hood to be above the oven so we can use it safely. Also, there are no chemical hoses for the sink where cleaning and sanitation of the pans and utensils needs to happen. The water pressure is low and we may need to use some type of pump to have enough water pressure in the sinks. We are addressing these issues and creating a plan to hire a contractor to do the improvements.</p> <p>We are building the schedule of classes for the CUA program for the fall and spring semesters.</p>
	GED program	<p>Final report of the grant that supports GED was submitted on time. A new grant cycle starts in July and we sent a new proposal to AICF and Dollar General. We also had the visit of Hannah Gonzales from the American Indian College Fund. She toured the TOCC campuses and saw firsthand the work that WCD is doing with the High School Equivalency (HSE) programs, such as GED and College Credit Pathway (CCP).</p> <p>We will announce the opening of two GED positions for FY 2022.</p>
	Solar Panel Installer Certificate	<p>We are still waiting for approval from the Higher Learning Commission for the new Solar Installer program. Because it is a new program at the college, it will take more time to get approval.</p>
ANA Grant	Requesting an extension of the GIS grant	<p>The ANA grant will end on September 29th, 2022. We will request a no-cost extension for FY 2022-2023. Savings acquired because of the pandemic will allow us to have the grant for another year if ANA approves the extension.</p>

LGOS	USDA-NIFA Grants	<p>The Equity grant was submitted and approved for the next 4 years. It will support the training of community members in Tohono O'odham traditional agriculture who may be interested in having an Oidag in their communities.</p> <p>The Extension grant was also submitted on June 14 and we are waiting for its approval.</p>
IT Department	Jenzabar and PowerFAIDS integration	We continue working on the integration of the two systems with the help of two consultant companies. We expect that the integration will be ready during the fall semester.
	Integration of Jenzabar with Bank of America	We are working on integrating the College payment system using Bank of America (BoA) to increase security. Presently, we are uploading check information manually to the BoA system. Later, we will develop the integration so the systems will communicate the transactions automatically.
	IT positions	We will soon have interviews for the Technical Support Manager and the IT technician. We hope we will fill the positions by next month.
	Dark Fiber	We requested a cost estimate of the lease of one strand of Dark Fiber from TOUA. They have two options: leases for 10 or 20 years. We asked them to give us an estimate of the cost for a month or an annual lease. With such lease, we could increase Internet speed to above 1.0 Gbps from the 0.250 Gbps that we currently have.
Institutional Effectiveness Office	Key Performance Indicators (KPIs)	<p>Working with Ben Jose to update the KPIs for spring 2022. We also worked with the new set of KPIs that Achieving the Dream is requesting to report from now on.</p> <p>We had a meeting with the TOS program to discuss their initiative of a community survey they are proposing that will cover at least 10% of the Tohono O'odham Nation. We will continue working with them and giving them support to develop the survey.</p>

Administration Activities	June activities	In charge of college operations during Dr. Robertson's leave. Uploading the annual reflection document to the Project Success with Achieving the Dream. Leading the Leadership meeting to discuss the short-term activities for the next academic year.
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Board of Trustees Report
 Anselmo Ramon, M.Ed.
 Chair of Academic Program in Workforce & Community Development
June 2022 Report

Challenges-Resolutions and Accomplishments

Program	Discussion/Challenges	Accomplishments & Resolutions	Summary
Apprenticeship	(WCD) Directs any new Apprenticeship inquiries and former students who would like to re-enroll or enroll to Mr. Jackson Doe, Apprenticeship Director	Solar Installer Program. The application has been submitted to HCL by Education Dean. The office of Sustainability and WCD is awaiting a response from HLC.	The office of sustainability and WCD have completed the Solar Instructor Job Description for HR review & awaiting HLC approval of the Solar Curriculum
Culinary Arts Program		WCD & office of sustainability are working with Jay Juan, Chief of Operations & Paschell CUA instructor to have the Tohono Kosin ready for fall 2022 classes. Current focus has/is to work with TON Planning Department, TONFD and EDA to ensure the building is inspected and meets the required building and safety checks. Upgrades have been recommended and will need to follow a joint inspection plan with TON planning and TOFD to begin the upgrades, if approved. CUA Instructor has acquired quotes for kitchen equipment, and has identified the necessary upgrades required for the Kosin to properly operate the new kitchen equipment and to upgrade the current electrical & gas systems to accommodate the upgrade to meet industry standards.	TOCC office of Sustainability and WCD will continue to communicate with BHS for reopening services associated with the Culinary Arts Program for dual enrollment. The CUA program is focused on making sure the Tohono Kosin is safe to operate and has the necessary working equipment and facilities to begin to offer a CUA course in the fall of 2022. This includes in person classes and lab session in the Tohono Kosin.
GED	The GED program maintains 4 students in person at the Wisag Kos Mascamakud. This is in conjunction with online zoom classes. The in-person and online class is 8 students (M-Thurs) 9:30 – 11:30Am, 2:30PM-4:30 PM,	The GED program has focused upon a 12-month program of services and has provided a new timeline for all students who are successfully enrolled in the GED program to complete within one year or less.	The GED online learning format is making progress with students who use the zoom feature with the GED instructor. A GED student from San Pedro Community scored a

	<p>online. The other GED class has a regular attendance of 3-4 students.</p> <p>The GED program has Aztec software that assist students in building academic skills in all of the GED content areas, 4 computers are available for student use in the GED classroom.</p> <p>GED students now have the opportunity to take the practice test from home as well as the official GED test.</p> <p>The GED program is now ready to offer official GED testing as Wisag Kos. Students will be monitored via laptop for the duration of the testing.</p> <p>The Pre-College GED program participated in the following events at Schuk Du-ag Mascamakud.</p> <p>AICF Site Visit June 8-9, 2022. Ms. Hannah Gonzales AICF Senior Program Coordinator came to TOCC to review our Pre-College GED program and our College Credit Pathway Program. Hannah took a tour of our TOCC campus, met Dr. Paul Robertson, and with the Student Services Department Staff as well as an informal lunch meeting with Dr. Viggiano. Later in the afternoon of June 8th, Hannah visited the Wisag Kos GED classroom and met Delores and Mark Saraficio. In the later afternoon Hannah met with Dr. Mario Montes-Helu and WCD department to discuss the GED program operation.</p> <p>Thursday June 9, 2022 Hannah was able to tour the Himdag Ki, along with Paschell CUA Instructor me and Pauline. Upon our return Hannah was introduced to the Board of Trustee's and shared a meal with them, along with the SSD division.</p>	<p>Updated Pre-College GED webpage with information regarding the following GED options, and how to apply.</p> <p>In-person and Online Zoom GED classes</p> <p>The GED program is assisting students who have applied during our Spring 2022 term.</p> <p>The College Credit Pathway Option is outlined in the TOCC College Catalog page 112.</p> <p>5 students have continued this spring 2022 semester and are averaging a "C" or higher in their GPA as required by the Arizona Department of Education and TOCC. two additional students have been added to the CCP program for the summer 2022 term.</p> <p>Student continue to inquire and enroll in our CCP program for summer and fall 2022.</p>	<p>167 College Ready Status on the official GED Math Exam (a 145 is passing). Linda Gates is the GED Math Tutor.</p> <p>This same student completed her Science Exam June 21, 2022 the last official GED test and scored a 165, college ready status. This student is considering enrolling the IT program at TOCC.</p> <p>The AICF final Student Stepping Forward report has been sent June 30, 2022. This report includes the full student data report for the year and all of the financial expenditures during the course of the 2021-2022 Academic term.</p> <p>The Request for Proposal "Native Students Stepping Forward" Dollar General High School Equivalency Completion Program was received on June 21, 2022. This request is for 2022-2023 funding.</p>
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**Ñia, Oya G-T-Taccul Am Hab E-Ju:
Our Dream Fulfilled**

TO: Tohono O'odham Community College Board of Trustees
 THRU: Paul Robertson, President
 FROM: Sylvia Hendricks, Director of Student Life
 DATE: June 30, 2022
 SUBJECT: Student Life Staff **July 2022** Board Reports

Sylvia Hendricks- Director of Student Life

Key Issues/Items addressed in June 2022

Issues/Items	Actions/Assessment
Director of Student Life meetings, activities & training.	<p>Essential Meetings and events on behalf of planning and important information essential to Student Life and the college as a whole:</p> <ul style="list-style-type: none"> • The month of June is the month I work on closing out the FY22 reports, budget and other items that need to be closed out in the area of Residence, Food Program and Athletics. June is also the month we prepare for a new Fiscal Year in all the Departments in Student Life which this report will reflect moving forward. • I've attended all Leadership meetings with other team members held every two weeks on Monday mornings at 9:05 am. Participating in discussions and planning on a number of items presented by President Robertson and providing updates on Security, Athletics, the Food Program and the Residence. • I continue to attend most of the weekly O'odham Niok Sessions with other staff members on Mondays at 8:30 am during the month of June. • I continue setting up and attend the Himdag Committee meetings on zoom, regular meetings scheduled every two week on Tuesday-next meeting schedule 7/12/2022. The committee continues to work on a number of items from cultural activities and planning events on behalf of the college. The committee has been focusing on Mental and Physical Wellness for employees and students and one of the focuses for this year is bringing back the Annual Bahidaj Camp for the college students and staff which we have been planning and is scheduled for Thursday and Friday 6/30 – 7/1/2022. • I continue to work 4 days a week onsite with the exception of Tuesday I work remotely. • The following are additional events/meetings I attended and conducted during the month of June: (most of the meetings held virtually) <ul style="list-style-type: none"> ○ TOCC Board of Trustees Meeting- 6/9/2022 (Michael Steward Attended) ○ TOCC All Staff Meeting- 5/13/2022 (Did not Attend this month) ○ Athletic Meeting w/Head Coach- 6/7/2022 ○ Archery Field Meeting- 6/15/2022 ○ Assistant Cook Interviews- 6/17/2022 ○ Meeting w/Student Life Staff- 6/17/2022 ○ Special Himdag Meeting- 6/21/2022 ○ Bahidaj Harvest Event Meeting- 6/22/2022 ○ Drive Thru-Open House Event- 6/27/2022 ○ Follow up re: Assistant Cook Applicants w/HR- 6/27/2022

	<ul style="list-style-type: none"> ○ Special BOT Meeting- 6/29/2022 ○ Bahidaj Harvest Event Meeting-Finalizing- 6/29/2022 <p>I'd like to highlight a few events & meetings conducted and or attended for your information:</p> <ul style="list-style-type: none"> ➤ I continue to work and meet with the areas I oversee on progression and updates on projects that they are working on. ➤ The Athletic Department continues the planning for the completion of the Apidag Ki: and is getting close to completion. The Head Coach keeps in contact with Jay Juan, Chief of Operations on updates on the building. And it look like the Apidag Ki: is getting close to completion with Michael working on getting mirrors & television installed and equipment getting scheduled for set up. The target date to open would be by 2022 Fall Session. ➤ The Residence Life Coordinator worked to ensure that the Residence was well prepared for the Emersion Training participants that begin this week. They moved in on Sunday and Monday 6/26 & 27 a total of 12. Frances Benavidez, Director of Tohono O'odham Studies is serving as the RA and the to go person for participants. All move in and move out information was well provided to the participants by the Language Department and Director or Tohono O'odham Students with input from the Residence Life Coordinator and Director of Student Life ➤ Student Life staff in all perspective areas, Athletics, Food Program, Residence and Security was well represented at the Drive Thru-Open House Event on 6/27/2022. Even though we did not have very many vehicles driving through it was nice to comradery with TOCC Divisions and staff. It was a nice windy, cloudy day with a little rain. ➤ The Students and Staff are all looking forward to the return of the Annual Bahidaj Camp that is hosted by the Himdag Committee. We have even had Community Members inquiring about attending the camp. All is set and ready for this event.
Food Program Information	<p>The renovation of the I-Wemta Ki: Kitchen to enlarge it is getting close to completion. The Chief of Operations continues to work on getting the stove operable. The company was onsite the week of 6/27 working on getting the stove hood in, it's exciting as we get closer to completion.</p> <p>We are looking forward to an addition to the Food Program, interviews were held on June 17 for an Assistant Cook. One was selected and am waiting for HR to complete the process to make the offer and have the Assistant Cook begin. Especially since the Food Program will soon be setting up and moving back into the kitchen in I-We:mta Ki:</p> <p>The Lead Cook continues to use Gegdak Son Ki: kitchen in the meantime to provide meals and snacks for students and staff.</p> <p>The Lead Cook also continues to shop weekly for Food Supplies and sometimes will use an extra day when she is preparing for an event. It will be nice when she gets extra help from the Assistant Cook.</p> <p>The Lead cook also continues to work with other division on providing meals for events.</p>
Community relations and outside college contacts	<p>Collaboration with other entities have all been done virtually due to the ongoing Pandemic situation in Arizona and the nation. But we continue to collaborate with the different division here at TOCC.</p>

Gabriel Valencia- Residence Life Coordinator

Key Issues/Items addressed in June 2022

Issues/Items	Actions/Assessment
Current Residents	<ul style="list-style-type: none"> - Currently there are no student residents at this time. - Housing applications are being received - Currently have 12 applicants for Fall 2022 - 6 Have been accepted - Planning to re-open in the Fall of 2022
Preparation of physical structures	<ul style="list-style-type: none"> - New dressers have been installed - Old dressers were donated to the Family Preservation Program and Child Welfare on the nation - Quench water Dispenser installed in Women's and Co-ed dorms - AC Unit in B building has been repaired. - 1 Refrigerator under repair - New desks to be shipped in July - New Window blinds installed throughout all windows in B100, B200, and C100.
Alarm System	<ul style="list-style-type: none"> - Alarm system throughout units needs to be inspected due to continuous beeping and "trouble" light on
Leadership Meetings	<ul style="list-style-type: none"> - Residence Life Coordinator has attended leadership meetings as well as TOCC all staff meetings, both virtually
Student Housing webpage	<ul style="list-style-type: none"> - Updates have been made to the Student Housing page
Open Dorm Advertisement	<ul style="list-style-type: none"> - Met with TOCC recruiter - Filmed new advertising videos and photos - Updated Flyers - Scheduling future showings with recruiter for HS groups visiting campus - Local Radio PSA advertising dorms
O'odham Language Summer Training Program	<ul style="list-style-type: none"> - The O'odham language summer training program took place June 27-July 1 - 12 participants stayed on campus for the entire week.
On campus visitors and tours	<ul style="list-style-type: none"> - On campus Drive Through on June 24th - Passed out dorm flyers

Michael Steward- Athletic Head Coach

Key Issues/Items addressed in June 2022

Issues/Items	Actions/Assessment
Working status	<ul style="list-style-type: none"> a) During the month of May, the Athletic Department has continued working partially remotely through this pandemic.
Coaching and Recruiting	<ul style="list-style-type: none"> a) Continued recruiting runners for 2022-23...awaiting list from Coach Francisco. b) Continue sending workouts to current Athletes and potential future Athletes. c) Encouraging student athletes to register for the dorms.
Scheduling	<ul style="list-style-type: none"> a) Have continued reaching out to schools for potential meets for 2022-23 season.
Academics	<ul style="list-style-type: none"> a) We have been in contact with student athletes regarding their grades.

	<ul style="list-style-type: none"> b) Continuous follow up with runners on classes/credits and class schedule. c) Preparing for next semester and class schedules. d) Encouraging runners to get involved with programs being shared through TOCC email, Internships and summer programs.
Administration	<ul style="list-style-type: none"> a) Attended meeting with Director of Student Life to discuss Athletics & Wellness b) Attended meeting with Student Life Staff c) Met to discuss clearing of the Archery Range. d) Attended NACDA Conference. e) Sent in a request for recruitment to replace Time Larsen, Assistant Athletic Coach.
Health and Wellness	<ul style="list-style-type: none"> a) Have remained in communication with AZ Health to discuss next steps to install flooring and arrival of equipment – Set up a tentative installation date for 7/11-13. b) Purchased lockers for Apedag Ki: c) We have continued meeting weekly as a staff to discuss the rollout of the Wellness Program. d) Have reached out to potential guest speakers/instructors for the wellness program. e) Continued meeting with Tucson Wellness to talk about individual/group strength training when Apedag Ki: is up and running. f) Completed our 20th month of the Wellness Programming and have begun planning programming for August.
Budget/Fundraising	<ul style="list-style-type: none"> a) We have gotten current on Jenzabar. b) Met with Budget Committee to discuss the 22-23 Budget proposal.
Outreach/Community Service	<ul style="list-style-type: none"> a) Participated in the Open House Drive Thru Event. b) Due to COVID and the ongoing restrictions from the Nation's Executive Office, no community service or outreach have been planned. c) Continue discussions with Jayelle Harrison of Pascua Yaqui Health Department about running a summer basketball camp. d) **Continued** co-host for a Men's Virtual Talking Circle through the National Foundation "A Call to Men". This virtual talking circle is for Native Men and those who identify as Men, to address the ongoing Missing and Murdered Indigenous Women and Girls. Trying to create a healthy view and outlook for men in tribal communities.

Valentine Lee- Lead Security

Key Issues/Items addressed in June 2022

Issues/Items	Actions/Assessment
Student Issue/Disciplines	We had zero reports for the month of June.
Temperature Check Station	<p>The Temperature Check Station sometimes won't work properly and we have whomever may need to check in use the paper from.</p> <p>Security continue to perform rapid tests for employees and vendors as needed.</p> <p>We had one employee test positive for the month of June</p> <p>Security continues to follow protocol after someone tests positive. We continue to have students/visitors who try to come into I:We:mta Ki: without checking they are referred back to the check in station.</p>

TOCC Board of Trustees Regular Meeting

July 28, 2022

ADDENDUMS & ADDED AGENDA ITEMS

FY2023 Workforce & Community Development Budget Revision

July 2022 Resource List Addendum – Human Resources July 2022 BOT Report

Hire Full-time Interdisciplinary Faculty Member

Tohono O’odham Community College 2022-2023 Academic Calendar

Change of Financial Aid Policy in Student Handbook

TOHONO O'ODHAM COMMUNITY COLLEGE

TO: BOARD OF TRUSTEES
THRU: PAUL ROBERTSON, PRESIDENT
FROM: FINANCE
SUBJECT: **FY 2023 WORKFORCE & COMMUNITY DEVELOPMENT BUDGET
REVISION**
DATE: JULY 27, 2022
CC:

Background: On June 29, 2022 the Board of Trustees approved the TOCC FY2023 Budgets.

Justification: The Workforce & Community Development budget requires a revision to the approved department budget. The budget revision is to change line item, Benefits-401(k) to \$12,895 and to include line item, Salaries: Instruction for \$63,000 for a total budget of \$256,779.

Recommendation: The President recommends that the Board of Trustees approve the FY2023 Workforce & Community Development Budget Revision.

UNRESTRICTED OPERATING BUDGET			Actual through March 31, 2022	Current Budget FY 2022	Proposed Budget FY 2023	% Change FY 2023 to FY 2022 Budgets
Revenues:						
a.	TOCC Tuition & Fees	\$	95,383	\$ 91,010	\$ 101,000	111%
b.	Student Housing		-	82,000	82,000	0%
c.	Meal Sales			6,189	0	No budget for FY 2023
d.	Tohono O'odham Nation Appropriation		4,853,376	4,853,376	5,096,045	105%
e.	Tribal Community College Act TOCC		2,302,313	2,114,950	4,102,000	194%
f.	Indirect Costs on Federal Grants		135,852	345,000	345,000	0%
g.	Gifts & Donations		10,171	13,000	10,000	77%
h.	Bookstore Sales		89,409	46,000	100,150	218%
i.	LLC Contract		23,939	143,633	0	No budget for FY 2023
j.	Miscellaneous Income		30,959	30,000	33,000	110%
Totals:		\$	7,541,402	\$ 7,725,158	\$ 9,869,194	128%
Expenses:						
a.	Instruction Combined	\$	1,226,884	\$ 1,781,709	\$ 2,301,433	129%
b.	Student services		750,502	1,154,445	1,257,906	109%
c.	Auxiliary enterprises		220,717	452,505	523,120	116%
d.	Academic support		175,849	415,969	574,981	138%
e.	Institutional support		1,517,325	1,983,937	2,282,929	115%
f.	Facility operations and maintenance		573,202	1,103,587	1,248,786	113%
g.	Sustainability		115,411	150,255	262,186	174%
h.	Cultural Liaison		63,558	86,988	88,245	101%
i.	Student Life		250,063	427,760	500,309	117%
j.	San Carlos ISC BIE Funds and CGS		519,658	412,194	756,310	183%
k.	San Carlos Tuition and Fees			51,600	52,880	102%
l.	Culinary Arts Program		785	61,383	91,942	150%
m.	Grant Match		94,260	0	119,873	
Totals:		\$	5,508,214	\$ 8,082,332	\$ 10,060,901	124%
Surplus/(Deficit)		\$	2,033,188	\$ (357,174)	\$ (191,706)	3%

Restricted Operating Budget

Revenues (Receipts/Deposits)

Grants -Including Covid Related funding	*	9,230,491	*	12,599,000	*	13,858,900	110%
Scholarships (AICF/Pell) other Student Aid	**	2,846,499	**	3,779,700	**	4,157,670	110%
		12,076,990		16,378,700		18,016,570	

Expenses (payments to suppliers)

Grants	***	1,959,486	***	12,599,000	***	13,858,900	110%
Scholarships (AICF/Pell) other Student Aid		3,646,236		3,779,700		4,157,670	110%
		5,605,722		16,378,700		18,016,570	

Surplus/(Deficit) Grants

*	Total Restricted 3/31/22 minus 3/31/21 values	-	-	-	-	-	-
**	Total Student Financial Aid 3/31/22 minus 3/31/21 Values Column D	6,471,268					
**	Based upon 3/31/22 minus 3/31/21 actuals						
***	Based upon 3/31/22 minus 3/31/21 actuals						

Worksheet Name	Line Item Code	Line Item Description	Proposed	Current				
			Budget	Budget	Actual Jul	Actual Jul	Actual Jul	
			Jul 2022 - Jun 2023	Jul 2021	2021 - Mar 2022	2020 - June 2021	2019 - June 2020	
W/F & Comm Dev	10-0000-1500-5200-00	Salaries: Instruction	63,000	0	0	0	0	0
W/F & Comm Dev	10-0000-1500-5300-00	Salaries: Professional	70,450	64,334	49,372	67,760	50,735	
		Salaries: Tech, Clerical, Trade, and Svc						
W/F & Comm Dev	10-0000-1500-5400-00		38,480	37,522	29,855	37,299	29,081	
W/F & Comm Dev	10-0000-1500-5950-00	Payroll Taxes	13,321	7,792	5,990	8,078	6,044	
W/F & Comm Dev	10-0000-1500-5951-00	Benefits - Medical	25,085	7,414	8,942	6,404	9,493	
W/F & Comm Dev	10-0000-1500-5952-00	Benefits - Dental	660	379	165	112	245	
W/F & Comm Dev	10-0000-1500-5953-00	Benefits - LTD	1,046	622	461	422	868	
W/F & Comm Dev	10-0000-1500-5954-00	Benefits - Life	842	556	689	1,336	321	
W/F & Comm Dev	10-0000-1500-5955-00	Benefits - 401(k)	12,895	7,639	5,830	4,251	5,583	
W/F & Comm Dev	10-0000-1500-5959-00	Benefits - Vision	100	113	19	13	25	
W/F & Comm Dev	10-0000-1500-6051-00	Travel & Training Expense	3,000	3,000		1,786	1,329	
W/F & Comm Dev	10-0000-1500-6052-00	Mileage		300	0	0	170	
W/F & Comm Dev	10-0000-1500-6056-00	Registrations	1,500	1,000	0	0	0	
W/F & Comm Dev	10-0000-1500-6057-00	Commuter Allowance	1,800	1,800	1,354	0	0	
W/F & Comm Dev	10-0000-1500-6455-00	Advertising & Promotion	1,000	3,200	0	0	0	
W/F & Comm Dev	10-0000-1500-6503-00	Consultant Fees	5,500					
W/F & Comm Dev	10-0000-1500-6551-00	Education Supplies	2,500	0	0	0	0	
W/F & Comm Dev	10-0000-1500-6553-00	Office Supplies	600	500	0	1,419	0	
W/F & Comm Dev	10-0000-1500-6630-00	Meeting Expense	2,000	1,000	69	901	0	
W/F & Comm Dev	10-0000-1500-6800-00	Tuition Waivers		2,500	0	0	0	
W/F & Comm Dev	10-0000-1500-6909-00	Guest Speakers/Honorariums	12,000					
W/F & Comm Dev	10-0000-1500-6910-00	Contracts/Subcontracts		0	0	338	26,366	
W/F & Comm Dev	10-0000-1500-7050-00	Minor Equipment	1,000	2,000	0	0	-589	
W/F & Comm Dev	10-0000-1500-7195-00	Office Equipment		6,000	0	10,838	0	
			256,779	147,671	102,746	140,957	129,671	

TOHONO O'ODHAM COMMUNITY COLLEGE

TO: BOARD OF TRUSTEES
THRU: PAUL ROBERTSON, PRESIDENT
FROM: SONYA JUAN, HUMAN RESOURCES DIRECTOR
SUBJECT: **AGENDA ITEM**— **JULY 2022 RESOURCE LIST ADDENDUM**
DATE: 7/27/2022
CC: FILE

Background

The following employees are recommended for the Board's consideration as new hires and as a separation.

Recommendation

The President recommends the approval of the employees on the attached list as a new hires and a separations for the Tohono O'odham Community College.

RESOURCE LIST

June 2022

New Hires:

Name	Position	Date
Rosemarie Ramon	Administrative Assistant-Edu	7/18/2022
	Ms. Rosemarie Ramon was Student Work in the Finance Dept. and in HR Dept with TOCC on 2004, she was Record Clerk with Accounting for two years and Secretary for Motor Pool with Tohono O'odham Nation for two- years. Ms. Ramon was Administrative Assistant for TOCC Research and Development for one year. She was Maintenance Coordinator with Tohono O'odham Ki:ki for seven years. Ms. Ramon was Consessins Supervisor for Education with Tohono O'odham Nation. Ms. Rosemarie Ramon earned certification in Home Health Aide, Nursing Assistant & Patient Care Technician from Tucson College.	
Shawn Nez	IT Support Technician I	7/25/2022
	Mr. Nez was GIS IT Technician for two years and eleven months for TOCC. He was a tutor in IT for TOCC for five months. Mr. Nez was also an IT Intern for TOCC for two years. He has an Associate of Science Degree in Life Science from TOCC. .	
LeAnn Miles	Office Coordinator-Apprentice	7/12/2022
	Ms. LeAnn Miles was Payroll Technician for three years and eight months for TOCC. worked as a student success center intern with TOCC for nine months. She worked for the Tohono O'odham Management of Health as an Administrative Assistant for four months and she worked with the Baboquivari District as an Assistant Treasurer for three years and eight months. Ms. Lopez worked on the Nation for many years in different positions. She received her Associate of Applied Science in Accounting from Chaparral Career College and Associate of Applied Arts in Social Work from TOCC.	
Anastasia Gonzalez	Office Coordinator- Operations	7/21/2022
	Ms. Anastasia Gonzalez was Administrative Assistant for two years and nine months with TOCC. She was a General Warehouse associate for Homegoods for two and half years. Ms. Gonzalez was a Customer Service Representative for 15 months and a Lead Representative for Receivable Management Services for approximately two and half years. She received her high school diploma for Sunnyside High.	

Separation:

Name	Position	Date
Michael Steward	Head Athletic Coach	8/9/2022

TOHONO O'ODHAM COMMUNITY COLLEGE

TO: BOARD OF TRUSTEES

THRU: DR. PAUL ROBERTSON, PRESIDENT

FROM: DR. TIFFANY VIGGIANO, DEAN OF ACADEMICS

SUBJECT: HIRE FULL-TIME INTERDISCIPLINARY FACULTY MEMBER

CC:

Background:

- Growth in enrollment numbers requires duplicate sections of the same course
- Multiple modality preferences requires duplicate sections of the same course
- Course enrollment numbers are less predictable because of the growth in enrollment and different programs
- Multiple programs are largely dependent on a single full-time faculty member
- Faculty have increased responsibility because they are expected to more fully service students through their advising role
- 53 adjunct courses in fall term
 - Adjuncts do not do service work or advise students
- Projected course demand/ enrollment growth with growth of dual-enrollment
- Interdisciplinary faculty can help ensure interdisciplinary collaboration amongst faculty

Justification:

Hiring a full-time interdisciplinary faculty member will help us to maintain stability in the college by ensuring we are able to offer duplicate sections of foundations courses within multiple disciplines. The faculty member will take on an advising workload and contribute to service work, ensuring that the service burden is more manageable for all faculty members.

Action Requested/ Recommendation:

Hire a full-time interdisciplinary faculty member. Position description attached.



TOHONO O'ODHAM COMMUNITY COLLEGE JOB ANNOUNCEMENT

Job Title: Interdisciplinary Instructor
Reports To: Academic Dean
Status: Full-time/ Regular/ Exempt
Salary: \$50,000 annual

SUMMARY: The Interdisciplinary Instructor will teach courses within multiple disciplines as is required by the growing demands of college and within the range of the instructor's expertise. Because this is a full-time position, the instructor will also be expected to design curriculum, to mentor contingent faculty, to participate in committee work, to advise students, and to carry out other duties as assigned by the Education Division. Teaching assignments may include evening classes, off-site locations, and online formats.

ESSENTIAL DUTIES:

- Teach courses in accordance with college and departmental policies and procedures (15 semester hour teaching load each semester);
- Be student-centered and focused on student learning outcomes;
- Develop outcome-based instructional materials, exams, workshops, tutorials, presentations, support items, and/or other related items;
- Instruct and evaluate student performance in an assigned area of responsibility, ensuring applicable core competencies are addressed;
- Maintain currency in the discipline by conducting research into new and/or revised pedagogies and educational philosophies;
- Facilitate study sessions and workshops with students;
- Participate in meetings, committees, and in other college activities;
- Integrate the curriculum into the Tohono O'odham Himdag;
- Prepare and submit timely grade reports on student performance as scheduled or required;
- Support the T- Šo:šon (Our Core Values) including T-Wohocudadag – Our Beliefs, T-Apedag – Our Well-Being, T-Pi:k Elida – Our Deepest Respect and I-We:mta – Working Together

TRAINING AND EXPERIENCE:

Minimum Qualifications:

- Master's Degree in Elementary Education, Special Education, Bilingual and Multicultural Education, or closely related field.
- At least three years of full time classroom teaching experience in a K-8 setting.

Additional Consideration May Be Given To Individuals with the Following Qualifications:

- Ph.D. or Ed.D in Curriculum and Instruction or closely related field.
- Experience developing and delivering curriculum in online teaching settings.
- Experience working with regulations and requirements that govern degrees in the field of education.
- Classroom experience working with Native American students of the southwest in

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tribal communities.

- Ability to speak and understand O’odham and/or Spanish.
- Experience working in settings that face historical and contemporary issues affecting Native peoples.
- Three to five years of instructional experience in higher education.

LICENSING REQUIREMENTS

- Valid Arizona Driver’s license with no DUI’s or major traffic offenses within the past two years.
- Must successfully pass a background check and fingerprint clearance.

KNOWLEDGE:

- Instructional methodologies;
- Learning theories;
- Research methods;
- Student evaluation methods;
- Principles in assigned academic area;
- Advising processes and practices;
- Curriculum development;
- Native American education in the Southwest region.

SKILLS:

- Using a computer and related software applications;
- Conducting research;
- Evaluating student performance;
- Instructing students;
- Creating collateral materials for class sessions;
- Advising students;
- Working with Native American students;
- Communication, interpersonal skills as applied to interaction with subordinates, coworkers, supervisor, and the general public.

WORK ENVIRONMENT:

TOCC is a tribal college located on the Tohono O’odham Nation, 60 miles west of Tucson. The Instructor will work closely with members of the Tohono O’odham Nation within a multi-culture setting.

BENEFITS:

The College offers a comprehensive benefit package and 401(k).

HOW TO APPLY

Applications are available on line at www.tocc.edu. Interested applicants must submit a completed TOCC application, CV, Letter of Interest, related degrees, transcripts, certificates, a list of two references (name, position, organization and work phone numbers), and one (1) letters of recommendation dated within the past twenty four months. If claiming Indian Preference under Tohono O’odham Ordinance 01-85, submit a copy of certification or enrollment card and/ or if claiming Veteran Preference, submit a copy of the DD214 form to:

TOHONO O’ODHAM COMMUNITY COLLEGE
ATTENTION: HUMAN RESOURCES

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Tohono O'odham Community College 2022-2023 Academic Calendar

August 2022						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September 2022						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

October 2022						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November 2022						
S	M	T	W	T	F	S
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6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December 2022						
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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Fall Semester 2022	
2022 Fall Admissions Deadline	Aug 19, 2022
First Day of Instruction	Aug 22, 2022
Registration Deadline	Aug 26, 2022
Labor Day - College Closed	Sep 5, 2022
Drop/Full Refund Deadline	Sep 6, 2022
O'odham Tas - College Closed	Sep 1, 2022
Fall Break - No Classes	Sept 26 - Sept 30, 2022
St. Francis Day - College Closed	Oct 4, 2022
45th Day Census	Oct 5, 2022
2023 Spring Registration Begins	Oct 24, 2022
Withdrawal Deadline	Nov 2, 2022
Veteran's Day - College Closed	Nov 11, 2022
Thanksgiving Holiday - College Closed	Nov 24, 2022
Native American Heritage Day - College Closed	Nov 25, 2022
Last Day of Classes	Dec 9, 2022
Final Grades Due	Dec 16, 2022
Winter Break - College Closed	Dec 26 - Dec 31, 2022

January 2023						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February 2023						
S	M	T	W	T	F	S
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

March 2023						
S	M	T	W	T	F	S
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

April 2023						
S	M	T	W	T	F	S
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

May 2023						
S	M	T	W	T	F	S
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

June 2023						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

July 2023						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Spring Semester 2023	
2023 Spring Admissions Deadline	Jan 13, 2023
Martin Luther King Jr. - College Closed	Jan 16, 2023
First Day of Instruction	Jan 17, 2023
Registration Deadline	Jan 20, 2023
Drop/Full Refund Deadline	Jan 30, 2023
President's Day - College Closed	Feb 20, 2023
45th Day Census	Mar 2, 2023
Spring Break - No Classes	Mar 6 - 10, 2023
Graduation Application Due	Mar 13, 2023
2023 Summer & 2023 Fall Registration begins	Mar 20, 2023
Withdrawal Deadline	Mar 30, 2023
Last Day of Instruction	May 5, 2023
Final Grades Due	May 12, 2023
Commencement	May 19, 2023

Summer Semester 2023	
Summer 8 Week Session	
2023 Summer Session Admissions Deadline	May 26, 2023
Memorial Day - College Closed	May 29, 2023
First Day of Instruction	May 30, 2023
Registration Deadline	Jun 2, 2023
Drop/Full Refund Deadline	Jun 7, 2023
Juneteenth Day - College Closed	Jun 19, 2023
Independence Day - College Closed	Jul 4, 2023
Withdrawal Deadline	Jul 7, 2023
Last Day of Instruction	Jul 25, 2023
Final Grades Due	Jul 28, 2023