



Tohono O'odham Kekel Ha-Maşcamakuđ

Board of Trustees Regular Meeting

August 11, 2022

S-Ki:kig Maşcama Ki: (Many Houses Site) The Phoenix Center

Phoenix, 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 August 11, 2022, 9:00 a.m.

S-Ki:kig Maşcam Ki: (Many Houses Site – Phoenix Center)

Phoenix, Arizona

In Person and Virtual Meeting – Phone, Internet via Zoom

Agenda

General Matters

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| 6. Call to the audience | |
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New Business

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| 3. Human Resources Report - HR Director | |
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Reports – by Division and Division Components

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General Matters

- | | |
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|----------------------|--|

Adjournment

Tohono O'odham Kekel Ha-Maşcamakuḍ
Board of Trustees Regular Meeting
 Thursday July 28, 2022
 9:00 a.m.
 Desert Diamond Casino and Hotel, Tucson, Arizona
 In Person / Virtual Meeting

GENERAL MATTERS

1. Call to Order / Roll Call

The Board of Trustees Regular Meeting was Called to Order at 9:11 a.m. by Chairperson Dr. Ofelia Zepeda.

Present	Excused Absence	Unexcused Absence	Attendance Time	Board of Trustees:
X			9:11 a.m.	Dr. Ofelia Zepeda, Chairperson
X			9:11 a.m.	Bernard Siquieros, Vice-Chairperson
X			9:11 a.m.	Jonas Robles, Elder Member
X			11:22 a.m.	Mary Bliss, Member
				Administration Members
X			9:11 a.m.	Dr. Paul Robertson, President
X			9:11 a.m.	Dr. Mario Montes-Helu, Dean for Sustainability
X			9:11 a.m.	Joann Miguel, Dean of Finance
X			9:11 a.m.	Liz (Ofelia) Zepeda, Interim Dean of Student Services
X			9:11 a.m.	Dr. Tiffany Viggiano, Dean of Academics
				Recorder
X			9:11 a.m.	Evan Thomas, Special Assistant to the President
				Guests
X			9:11 a.m.	Sylvia Hendricks, Director of Student Life
X			9:11 a.m.	Frances Benavidez, Tohono O'odham Studies Director
X			9:11 a.m.	Ingrid Segundo, Sponsored Projects Director
X			9:11 a.m.	Deshon Miguel, Senior Systems Administrator
X			9:11 a.m.	Sonya Juan, Human Resources Director
X			9:11 a.m.	Jay (Johnny) Juan, Chief of Operations
X			9:11 a.m.	Ben Jose, Research Assistant
X			9:11 a.m.	Anselmo Ramon, Chair of Academic Programs in WCD
X			9:11 a.m.	Mike Mainus, Controller
X			9:11 a.m.	Mickie Widener, Human Resources Generalist
X			9:11 a.m.	Pauline Nasewytewa, BCT Program Advisor
X			9:11 a.m.	Jai Juan, Recruiter
X			9:11 a.m.	Carmella Pablo, Library Assistant
X			9:11 a.m.	Iris Nez, Bookstore Supervisor
X			9:11 a.m.	Martha Lee, Consultant
X			9:11 a.m.	Shawn Nez, IT Support Technician I
X			9:11 a.m.	Wendi Cline, Library Assistant

X			9:11 a.m.	Kristen Eberhardt, Director, Title III Grant
X			9:11 a.m.	Hamidou Keita, Chemistry Instructor
X			9:11 a.m.	Annastasia Gonzalez, Office Coordinator-Operations
X			9:52 a.m.	Alberta Espinoza, Counselor
X			9:52 a.m.	Rosemarie Ramon, Administrative Assistant-Education
X			9:52 a.m.	Diana Antone, Financial Aid Technician
X			9:52 a.m.	Novia James, Financial Aid Officer
X			10:39 a.m.	Grace Francisco, Lead Facilities Maintenance Technician
X			10:39 a.m.	Annamarie Stevens, Transition Coordinator
X			10:39 a.m.	Chandra Claw, Registrar
X			10:39 a.m.	Sharon Parker, Adjunct Faculty

Executive Summary: TOCC BOT acted on the following at the July 28, 2022 special meeting:

- Approved the June 09, 2022 TOCC Board of Trustees regular meeting minutes with corrections.
- Approved the June 29, 2022 TOCC Board of Trustees special meeting minutes as presented.
- Approved the addendum to the FY23 TOCC Budget – Workforce and Community Development.
- Accepted the May 2022 Financial Report as presented.
- Accepted the Human Resources Report for July 2022 as presented.
- Approved the Interdisciplinary Faculty position as presented.
- Approved to re-affirm the \$34.25 per credit hour rate for Non-Native students at all TOCC sites.
- Approved the 2023 Academic Calendar as presented.

2. Invocation

The invocation was given by Jonas Robles.

3. Review and Approval of Agenda

The BOT meeting agenda was reviewed and the following New Business Items were added:

5. Add a Full-time Interdisciplinary Faculty position - Education Division
6. Re-affirm \$34.25 per credit hour for TOCC
7. BOT Regular Meeting Date for August 2022
8. 2023 Academic Calendar change for Summer Session 2023
9. Pisinemo Site

A motion was made to approve the meeting agenda with the additional New Business Items.

MOTION: Motion by Bernard Siquieros, Seconded by Jonas Robles to approve the meeting agenda with the additional New Business Items.

VOTE: 3 FOR, 0 OPPOSED, 0 ABSTAIN, 1 ABSENT.

MOTION APPROVED

4. Announcements

The Bahidaj Harvest was held June 30 – July 01, 2022 and open to TOCC Students, Staff and their families and community members. After the kuipad demonstration participants made their own kuipad to utilize. Overnight camping was available and gathering the bahidaj was early Friday morning. Thanks to all the Himdag Committee members for spearheading this event!

The TOCC In-Person Open House was held Friday July 01, 2022 2:00 p.m. – 5:00 p.m. Visitors were free to leisurely explore and tour the buildings, classrooms and offices at S-cuk Du'ag Maşcamakuđ. They met with staff members, received assistance and were informed about available resources. Jai Juan, Recruiter, facilitated the event.

Monetary Donations received in memory of Libby Francisco (bad):

- Jeffrey & Mary Ehret of Phoenix, Arizona in the amount of \$1,000.00. The Ehret's knew Trustee Francisco personally and wanted to acknowledge her advocacy for education and involvement with Tohono O'odham Community College.
- BOK Financial, Scottsdale, Arizona sent a general support grant in the amount of \$500.00 on July 01, 2022.

The FY2021 TOCC Audit is to be presented and reviewed by the TOLC on Friday August 05, 2022, 9:00 a.m. via Virtual GoToMeeting. Several BOT members will be in attendance in the TOCC boardroom.

The Indianpreneurship Training will be held on August 3-4, 2022 by Onaben at S-cuk Du'ag Maşcamakuđ. The forum is facilitated by Anselmo Ramon, Chair of Academic Programs in WCD and Pauline Nasewytewa, BCT Program Advisor.

In conjunction with Pima County Health Department (PCHD), a Wellness Health Fair is scheduled for Friday August 12, 2022, 7:00 a.m. – 4:00 p.m. The refurbishment of the Wellness Trail, Tour of Apedag Ki: and a Health Fair at GSK will take place. This event is open to the public with proof of vaccination. Alberta Espinoza is the contact person for this event.

A Zoom Invite for TOCC BOT Retreat for Friday July 29, 2022 will be distributed by the end of business today.

5. Minutes from the June 09, 2022 regular meeting of the TOCC Board of Trustees.

Red-lined and corrected minutes were reviewed by the Board of Trustees.

A motion was made to approve the June 09, 2022 TOCC Board of Trustees regular meeting minutes with corrections.

MOTION: Motion by Bernard Siquieros, Seconded by Jonas Robles to approve the June 09, 2022 TOCC Board of Trustees regular meeting minutes with corrections.

VOTE: 3 FOR, 0 OPPOSED, 0 ABSTAIN, 1 ABSENT

MOTION APPROVED

Minutes from the June 29, 2022 special meeting of the TOCC Board of Trustees were included in the July 2022 board packet and reviewed.

A motion was made to approve the June 29, 2022 TOCC Board of Trustees special meeting minutes.

MOTION: Motion by Bernard Siquieros, Seconded by Jonas Robles to approve the June 29, 2022 TOCC Board of Trustees special meeting minutes.

VOTE: 3 FOR, 0 OPPOSED, 0 ABSTAIN, 1 ABSENT

MOTION APPROVED

1. Call to the Audience – None
2. Coronavirus Update – Dr. Paul Robertson, President

The health screening area continues to monitor staff, students and visitors coming onto the TOCC campuses. Security personnel are doing a good job and administer rapid tests as needed. Should any personnel not feel well, they are advised to stay home.

NEW BUSINESS

1. Financial Report for May 2022 – Joann Miguel, Dean of Finance, Mike Mainus, Controller

An addendum to the approved FY2023 TOCC Budget - Workforce and Community Development was presented and reviewed.

A motion was made to approve the addendum to the FY2023 TOCC Budget – Workforce and Community Development.

MOTION: Motion by Jonas Robles, Seconded by Bernard Siquieros to approve the addendum to the FY2023 TOCC Budget – Workforce and Community Development.

VOTE: 3 FOR, 0 OPPOSED, 0 ABSTAIN, 1 ABSENT

MOTION APPROVED

Mr. Mike Mainus presented the May 2022 Financial Report.

A motion was made to accept the May 2022 Financial Report as presented.

MOTION: Motion by Jonas Robles, Seconded by Bernard Siquieros to accept the May 2022 Financial Report as presented.

VOTE: 3 FOR, 0 OPPOSED, 0 ABSTAIN, 1 ABSENT

MOTION APPROVED

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

An Addendum of the Human Resources report for July 2022 was distributed to the BOT. Director Juan reviewed the Resource List, Employment Vacancy Activity Log and the Employee Statistics information.

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

MOTION: Motion by Bernard Siquieros, Seconded by Jonas Robles to accept the Human Resources Report for July 2022 as presented.

VOTE: 3 FOR, 0 OPPOSED, 0 ABSTAIN, 1 ABSENT

MOTION APPROVED

3. Student Services Division Requests – For Informational Purposes

- a. Reclassification of Special Projects & Initiatives Manager to Dual Enrollment Coordinator
- b. Change Request: Retention Coordinator to Student Success Coordinator
- c. Electronic Mail BOT Approvals

The BOT reviewed the information provided in the July 2022 board packet.

4. TOCC Board of Trustees Recruitment – Dr. Paul Robertson, President

Dr. Paul Robertson, President, sent a letter to Tohono O’odham Nation Chairman Norris informing the Executive Office there are currently four (04) members on the TOCC Board of Trustees. The TOCC Charter indicates the number of members shall be between five (05) and eleven (11).

An email was sent to TOCC employees requesting names from the Nation at large interested in serving on the TOCC Board of Trustees. The following names will be forwarded to the Executive Office for consideration:

Margie Juan, Anegam, Sif Oidak District

Blaine J. Antone, Coldfields, Baboquivari District

Tina Scott, Fresno Canyon, Baboquivari District

Tony Johnson, Sells, Sells District

Albert Monte, Sells, Sells District

A public service announcement will be developed for KOHN encouraging community members to contact the TOCC President's Office to be considered for the BOT.

5. Interdisciplinary Faculty position – Dr. Tiffany Viggiano, Dean of Academics

Information was distributed to the BOT for the Interdisciplinary Faculty position. The faculty member will instruct fundamental courses.

A motion was made to approve the Interdisciplinary Faculty position as presented.

MOTION: Motion by Bernard Siquieros, Seconded by Jonas Robles to approve the Interdisciplinary Faculty position as presented.

VOTE: 3 FOR, 0 OPPOSED, 0 ABSTAIN, 1 ABSENT

MOTION APPROVED

6. Re-affirm the \$34.25 per credit hour for TOCC – Dr. Paul Robertson, President

While the BOT has approved free tuition for Native students at TOCC, there was no record of continuing the per credit rate of \$34.25 for Non-Natives at TOCC.

A motion was made to re-affirm the \$34.25 per credit hour rate for Non-Native students at all TOCC sites.

MOTION: Motion by Jonas Robles, Seconded by Bernard Siquieros to re-affirm the \$34.25 per credit hour rate for Non-Native students at all TOCC sites as presented.

VOTE: 3 FOR, 0 OPPOSED, 0 ABSTAIN, 1 ABSENT

MOTION APPROVED

7. TOCC Board of Trustees Regular Meeting – August 2022

The next TOCC BOT regular meeting is scheduled for Thursday August 11, 2022. The BOT will hold the August 2022 regular meeting at S-Ki:kig Maščama Ki: (Phoenix Site) in Phoenix, Arizona.

8. 2023 Academic Calendar – Liz (Ofelia) Zepeda, Interim Dean of Student Services

The dates for the 2023 Summer Session have been moved forward by one week. This would allow for a respite between the spring and summer sessions.

A motion was made to approve the 2023 Academic Calendar as presented.

MOTION: Motion by Jonas Robles, Seconded by Bernard Siquieros to approve the 2023 Academic Calendar as presented.

VOTE: 3 FOR, 0 OPPOSED, 0 ABSTAIN, 1 ABSENT

MOTION APPROVED

9. Pisinemo Site – Dr. Paul Robertson, President

The Traveling Eagle entity of the Pisinemo District has made an offer to TOCC for a sublease at the site. The BOT, by consensus, directed the President to contact Chairman Stanley Cruz with the counter-offer as discussed.

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, O’ohana Ki:, 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 11:40 a.m.

ADJOURNMENT – 12:10 p.m.

A motion was made to adjourn the July 28, 2022 BOT regular meeting.

MOTION: Motion by Mary Bliss, Seconded by Jonas Robles to adjourn the July 28, 2022 BOT regular meeting.

VOTE: 4 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 WITH CORRECTIONS TO VALUES

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:

\$34000 ADDED	* Bank of America, regular operational checking account	\$ 14,103,271
	* 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>\$ 14,616,567</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>\$ 31,678,374</u></u>

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 \$ 3,446,119 \$3,613,099 DEDUCTED

Note: Operating Ending Cash Balance will fluctuate greatly each month during FY ending June 30, 2022. The major reason for this fluctuation 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.

Ed stabilization Fund Covid 19 Assistance (20-8021)					
(July 1, 2019 - June 30, 2024)					
Restricted revenues:					
Federal government grant	\$	4,430,678	\$	4,430,678	\$ - 0%
Restricted expenses:					
Student Assistance		-		4,430,678	4,430,678
Employee related expenses		124,336		-	(124,336)
Contracts/subcontracts		-		-	-
Computer equipment		-		-	-
Other Structural Improvements		-		-	-
Education supplies		-		-	-
		124,336		4,430,678	4,306,342
Excess (deficiency)	\$	4,306,342	\$	-	(4,306,342) 97%

INTEROFFICE MEMORANDUM

TO: BOARD OF TRUSTEES, TOHONO O'ODHAM COMMUNITY COLLEGE
FROM: MIKE MAINUS - CONTROLLER
DATE
AGENDA ITEM: MONTHLY FINANCIAL REPORTS FOR June 30, 2022

EXECUTIVE SUMMARY

Enclosed are the financial reports for June 2022, as detailed budget reports by department. The format correlates with the audited financial statements, generally accepted accounting principles and internal account structure. June 30, 2022, as follows:

* Bank of America, regular operational checking account	\$ 13,321,894
* LLC Cash Available	221
* Bank of America - TPT Construction Needs	516,679
* Bank of America Capital Campaign	6,550
* Bookstore Cash	12,446
* Petty Cash	100
Cash and cash equivalents in all accounts	<u>\$ 13,857,890</u>

Investments Follow:

* Community Foundation	\$ 399,649
* Wells Fargo Securities, Building/Operating Reserves	1,787,246
Investment total	<u>\$ 2,186,895</u>

Other Assets		\$ 14,649,768
Buildings (net of Depreciation)	10,265,244	
Student A/R	191,450	
Contribution Receivable TO Nation	300,000	
Grants Receivable	3,391,692	
Inventory	439,806	
Prepays	39,976	
Other A/R	21,600	
	<u>14,649,768</u>	

Total Unrestricted assets	<u><u>\$ 30,694,553</u></u>
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Recommendation: The President recommends that the Board of Trustees shall accept the financial report
For the Month Ended June 30, 2022

Operating Cash Balance for June 2022 \$ 3,303,025

Note: Operating Ending Cash Balance will fluctuate greatly each month during FY ending June 30, 2022. The major reason for this fluctuation 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 operating budget expectations.

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

Assets	(Unaudited) June 30 2022	(Unaudited) May 31 2022	(Audited) June 30, 2021
Bank of America - operating account	\$ 13,321,894	\$ 14,103,637	11,524,743
Bank of America - TPT Construction Needs	516,679	479,250	-
Bank of America - capital campaign account	6,550	6,550	6,550
Bookstore cash	12,446	12,846	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	439,806	410,100	273,991
Prepaid expenses	39,976	100,426	4,584
Wells Fargo Investments - Building and Operating reserves	1,787,246	1,838,401	1,969,507
Community Foundation of Southern Arizona - endowment	399,649	434,644	445,771
* Land, buildings and equipment, net of accumulated depreciation	10,265,244	10,265,244	10,265,244
Other receivables	21,600	129,850	12,329
Total Assets	\$ 30,694,553	\$ 31,664,411	\$ 28,678,735
Liabilities and Net Equity			
Accounts payable	\$ 524,428	\$ 326,396	889,851
Salary related payable	595,889	531,127	513,705
Deposits/Funds Held for others	29,870	29,870	29,870
Other Payables and Accrued Expenses	65,949	9,762	75,992
Deferred grant revenue	10,768,426	10,768,426	10,768,426
Total Liabilities	\$ 11,984,562	\$ 11,665,581	\$ 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	7,017,719	8,306,558	4,708,619
Unrestricted Equity	\$ 17,684,866	\$ 18,973,705	\$ 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	\$ 30,694,553	\$ 31,664,411	\$ 28,678,735

*Recap #1

* Recap Explained of Net Students Accounts Receivable	June 2022	May 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	\$ 191,450	\$ 191,450	207,442

*Recap #2

* Recap Explained of Net Net Fixed Assets	June 2022	May 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	1 \$ 10,265,244	\$ 10,265,244	\$ 10,265,244

TOHONO O'ODHAM COMMUNITY COLLEGE

Unrestricted Budget Activity

For the Month Ended June 30, 2022

Tohono O'odham Community College
Statement of Activities - Budget and Actual
For the Month Ended June 30, 2022
 (Intended for internal management purposes only)

UNRESTRICTED OPERATING BUDGET	FY 2022		Budget	Remaining
	Year-to-Date	Annual		
	Actual	Budget	Variance	%
Unrestricted revenues:				
Tuition and fees	\$ 119,120	\$ 91,010	\$ 28,110	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	215,601	345,000	(129,399)	-38%
Unrestricted gifts and donations	18,236	13,000	5,236	40%
Bookstore sales	111,869	46,000	65,869	143%
LLC Contract	49,324	143,633	(94,309)	-66%
Miscellaneous income	62,580	30,000	32,580	0%
Total Unrestricted Revenues	\$ 7,732,419	\$ 7,725,158	\$ 7,261	0%
Unrestricted expenses:				
Educational program services:				
Instruction	\$ 1,739,155	\$ 1,781,709	\$ 42,554	2%
Student services	1,030,217	1,154,445	124,228	11%
Auxiliary enterprises	284,362	452,505	168,143	37%
Supporting services:				
Academic support	239,653	415,969	176,316	42%
Institutional support without Depreciation/Bad Debts	1,985,369	1,983,937	(1,432)	0%
Facility operations and maintenance	906,783	1,103,587	196,804	18%
Sustainability	153,305	150,255	(3,050)	0%
Cultural Liason	84,018	86,988	2,970	3%
Student Life	339,913	427,760	87,847	21%
San Carlos BIE Funds and Tuition and Fees	554,065	463,794	(90,271)	0%
Culinary Arts Program	15,840	61,383	45,543	74%
Total Unrestricted Expenses	\$ 7,332,680	\$ 8,082,332	\$ 749,652	9%
 Unrestricted excess (deficiency) w/o Bad Debts/Depreciati	 \$ 399,739	 \$ (357,174)	 \$ 756,913	

Tohono O'odham Community College
Unrestricted Expenses and Budget by Department
For the Month Ended June 30, 2022
(Intended for internal management purposes only)

**Note: Remaining Budget Target for
Operational expenses is 0%**

	<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	\$ 1,346,326	\$	1,261,006	\$ (85,320)	0%
Employee related expenses	219,546		292,182	72,636	25%
Employee tuition waivers/tuition waivers			1,500	1,500	100%
Travel and training	306		11,700	11,394	97%
Mileage	4,771		3,800	(971)	0%
Registrations	1,870		3,800	1,930	51%
Commuter Allowance	3,652		3,600	(52)	0%
Printing			2,000	2,000	100%
Memberships	220		-	(220)	0%
Consultant Fees	800		2,800	2,000	71%
Education Supplies	9,971		9,000	(971)	0%
Office supplies	39		9,000	8,961	100%
Art program Supplies	3,514		15,000	11,486	77%
Meeting expense	7,131		3,000	(4,131)	0%
Subscriptions/Periodicals	2,362		2,400	38	2%
Furniture & Fixtures	408		5,000	4,592	92%
	<u>\$ 1,600,916</u>	<u>\$</u>	<u>1,625,788</u>	<u>\$ 24,872</u>	<u>2%</u>
Work Force Comm Development - 1500					
Compensation	\$ 105,483	\$	101,856	\$ (3,627)	0%
Employee related expenses	29,785		24,515	(5,270)	0%
Travel & Training			3,000	3,000	100%
Mileage			300	300	100%
Registrations			1,000	1,000	100%
Commuter Allowance	1,808		1,800	(8)	0%
Advertising & Promotion			3,200	3,200	100%
Office supplies	120		500	380	76%
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>\$ 137,263</u>	<u>\$</u>	<u>147,671</u>	<u>\$ 10,408</u>	<u>7%</u>
ABE-GED - 1800					
Travel/training/Registrations	\$ 976	\$	5,000	\$ 4,024	80%
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>\$ 976</u>	<u>\$</u>	<u>8,250</u>	<u>\$ 7,274</u>	<u>88%</u>
				-	
				-	
TOTAL INSTRUCTION	<u>\$ 1,739,155</u>	<u>\$</u>	<u>1,781,709</u>	<u>\$ 42,554</u>	<u>2%</u>

Tohono O'odham Community College
Unrestricted Expenses and Budget by Department
For the Month Ended June 30, 2022
(Intended for internal management purposes only)

**Note: Remaining Budget Target for
Operational expenses is 0%**

	<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	\$ 525,726	\$	495,696	\$ (30,030)	0%
Employee related expenses	144,769		196,817	52,048	26%
Recruiting	20,845		26,896	6,051	22%
Employee Paid Insurance/Legal Plans			8,000	8,000	100%
Employee tuition waivers			1,000	1,000	100%
Travel and training	5,818		21,104	15,286	72%
Mileage			750	750	100%
Registrations			1,950	1,950	100%
Commuter Allowance	3,687		3,600	(87)	0%
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	4,917		13,000	8,083	62%
Consultant Fees	7,500		15,000	7,500	50%
Education supplies			2,500	2,500	100%
Office supplies	2,824		4,200	1,376	33%
Meeting expense	1,479		3,000	1,521	51%
Promotional			1,500	1,500	100%
Furniture and Fixtures	7,454		2,600	(4,854)	0%
Office Equipment			2,148	2,148	100%
	<u>\$ 733,043</u>	<u>\$</u>	<u>817,166</u>	<u>\$ 84,123</u>	<u>10%</u>
Financial aid office - 5200					
Compensation	\$ 154,032	\$	168,848	\$ 14,816	9%
Employee related expenses	47,581		58,444	10,863	19%
Travel and training	1,736		10,000	8,264	83%
Registrations	610		2,000	1,390	70%
Memberships	285		1,000	715	72%
Office supplies	1,602		2,000	398	20%
Promotional			2,000	2,000	100%
	<u>\$ 205,846</u>	<u>\$</u>	<u>244,292</u>	<u>\$ 38,446</u>	<u>16%</u>
Residence Life - 5400					
Compensation	\$ 43,602	\$	41,845	\$ (1,757)	0%
Employee related expenses	12,804		13,507	703	5%
Travel and training expense			1,500	1,500	100%
Mileage			200	200	100%
Registration expenses			400	400	100%
Communications	522		635	113	18%
Memberships			300	300	100%
Advertising	485		300	(185)	0%
Comm/student events	331		3,500	3,169	91%
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	30,386		17,200	(13,186)	0%
	<u>91,328</u>	<u>\$</u>	<u>91,987</u>	<u>\$ 659</u>	<u>1%</u>

Tohono O'odham Community College
Unrestricted Expenses and Budget by Department
For the Month Ended June 30, 2022
(Intended for internal management purposes only)

**Note: Remaining Budget Target for
Operational expenses is 0%**

	<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	\$ 1,030,217	\$ 1,154,445	\$ 124,228	11%	
AUXILIARY ENTERPRISES					
Athletics - 5300					
Compensation	\$ 108,674	\$ 105,690	\$ (2,984)	0%	
Employee related expenses	36,029	37,115	1,086	3%	
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	3,149	6,500	3,351	52%	
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	11,729	18,000	6,271	35%	
Archery Expense	2,626	7,000	4,374	62%	
	<u>202,193</u>	<u>279,805</u>	<u>77,612</u>	<u>28%</u>	
Bookstore - 9100					
Compensation	\$ 57,135	\$ 72,023	\$ 14,888	21%	
Employee related expenses	15,953	23,377	7,424	32%	
Cost of Goods Sold-Retail	89	60,000	59,911	100%	
Office supplies	2,129	4,300	2,171	50%	
Promotional	6,863	13,000	6,137	47%	
	<u>\$ 82,169</u>	<u>\$ 172,700</u>	<u>\$ 90,531</u>	<u>52%</u>	
TOTAL AUXILIARY ENTERPRISES	\$ 284,362	\$ 452,505	\$ 168,143	37%	

Tohono O'odham Community College
Unrestricted Expenses and Budget by Department
For the Month Ended June 30, 2022
(Intended for internal management purposes only)

**Note: Remaining Budget Target for
Operational expenses is 0%**

	<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	\$ 64,967	\$	92,333	\$ 27,366	30%
Employee related expenses	24,374		43,467	19,093	44%
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	900		2,500	1,600	64%
Education Supplies	2,773		3,000	227	8%
Office supplies	133		4,000	3,867	97%
Meeting Expense	1,554		2,000	446	22%
Promotional	-		1,500	1,500	100%
	<u>\$ 94,701</u>	<u>\$</u>	<u>154,200</u>	<u>\$ 59,499</u>	<u>39%</u>
Library - 4130					
Compensation	\$ 73,712	\$	135,336	\$ 61,624	46%
Employee related expenses	28,174		53,933	25,759	48%
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	14,350		15,600	1,250	8%
Office supplies	1,651		5,000	3,349	67%
Meeting expenses			400	400	100%
Subscriptions/periodicals	13,939		25,790	11,851	46%
Contracts/subcontracts	7,075		12,000	4,925	41%
Promotional			600	600	100%
Office equipment	3,094		4,000	906	23%
Library collection	2,874		5,000	2,126	43%
Depreciation	-			-	
	<u>\$ 144,952</u>	<u>\$</u>	<u>261,769</u>	<u>\$ 116,817</u>	<u>45%</u>
TOTAL ACADEMIC SUPPORT	<u>\$ 239,653</u>	<u>\$</u>	<u>415,969</u>	<u>\$ 176,316</u>	<u>42%</u>

Tohono O'odham Community College
Unrestricted Expenses and Budget by Department
For the Month Ended June 30, 2022
(Intended for internal management purposes only)

**Note: Remaining Budget Target for
Operational expenses is 0%**

	<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	\$ 173,042	\$	153,498	\$ (19,544)	0%
Employee related expenses	45,402		38,740	(6,662)	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	7,235		7,200	(35)	0%
Office supplies	520		500	(20)	0%
Meeting expenses	1,521		500	(1,021)	0%
	<u>\$ 228,452</u>	<u>\$</u>	<u>204,838</u>	<u>\$ (23,614)</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	\$ 25,611	\$	17,000	\$ (8,611)	0%
Travel and training	250		4,500	4,250	94%
Mileage	3,980		2,500	(1,480)	0%
Registrations			500	500	100%
Communications	760		900	140	16%
Office Supplies	42			(42)	0%
Meeting expenses	3,653		4,000	347	9%
	<u>\$ 34,296</u>	<u>\$</u>	<u>29,400</u>	<u>\$ (4,896)</u>	<u>0%</u>
Institutional Effectiveness - 1300					
Compensation	\$ 52,242	\$	50,140	\$ (2,102)	0%
Employee related expenses	13,929		15,045	1,116	7%
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>\$ 66,171</u>	<u>\$</u>	<u>68,185</u>	<u>\$ 2,014</u>	<u>3%</u>
LLC Support - 1401					
Compensation	\$ 84,154	\$	117,081	\$ 32,927	28%
Employee related expenses	26,609		51,201	24,592	48%
Commuter Allowance	272		-	(272)	0%
Communications	51		-	(51)	0%
Vehicle Rentals	26,156		26,000	(156)	0%
Bank Charges	256			(256)	0%
	<u>\$ 137,498</u>	<u>\$</u>	<u>194,282</u>	<u>\$ 57,040</u>	<u>29%</u>

Tohono O'odham Community College
Unrestricted Expenses and Budget by Department
For the Month Ended June 30, 2022
(Intended for internal management purposes only)

**Note: Remaining Budget Target for
Operational expenses is 0%**

	<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	\$ 359,580	\$	366,882	\$	7,302	2%
Employee related expenses	100,716		147,493		46,777	32%
Employee Tuition Waivers	-		650		650	100%
Travel and training			1,000		1,000	100%
Mileage			100		100	100%
Registrations			250		250	100%
Commuter Allowance	5,427		5,400		(27)	0%
Auditing	59,658		47,000		(12,658)	0%
Office supplies	3,260		4,000		740	19%
Meeting expenses	304		400		96	24%
Contracts/subcontracts	120,148		135,000		14,852	11%
Bank Charges	4,604		6,000		1,396	23%
	<u>\$ 653,697</u>	<u>\$</u>	<u>714,175</u>	<u>\$</u>	<u>60,478</u>	<u>8%</u>
General support services - 6300						
Benefits Unemployment	\$ 2,671	\$	12,000	\$	9,329	78%
Postage & Delivery	18,270		12,000		(6,270)	0%
Insurance	131,654		95,000		(36,654)	0%
Memberships	41,248		35,000		(6,248)	0%
Legal Fees	33,000		25,000		(8,000)	0%
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>\$ 230,688</u>	<u>\$</u>	<u>194,500</u>	<u>\$</u>	<u>(36,188)</u>	<u>0%</u>
IT - 6350						
Compensation	\$ 89,472	\$	137,397	\$	47,925	35%
Employee related expenses	23,217		79,253		56,036	71%
Employee Tuition Waivers			300		300	100%
Travel and training	1,418		3,000		1,582	53%
Registrations			3,000		3,000	100%
Communications	143,272		85,842		(57,430)	0%
Memberships	1,460		700		(760)	0%
Consultant Fees & Expenses	3,960		25,000		21,040	84%
Licenses and fees	15,206		16,586		1,380	8%
Office supplies	254		500		246	49%
Meeting Expense			250		250	100%
Contracts/subcontracts	198,171		47,067		(151,104)	0%
Other Equipment & Tools	3,396		20,000		16,604	83%
Office Equipment	12,242		3,500		(8,742)	0%
	<u>\$ 492,068</u>	<u>\$</u>	<u>422,395</u>	<u>\$</u>	<u>(69,673)</u>	<u>0%</u>

Tohono O'odham Community College
Unrestricted Expenses and Budget by Department
For the Month Ended June 30, 2022
(Intended for internal management purposes only)

**Note: Remaining Budget Target for
Operational expenses is 0%**

	<u>Year-to-Date</u>		<u>2022 Annual Budget</u>		<u>Remaining Budget</u>	<u>Remaining %</u>
	<u>Actual</u>		<u>Budget</u>			
Human resources - 6700						
Compensation	\$ 108,377	\$	104,619	\$	(3,758)	0%
Employee related expenses	23,863		24,884		1,021	4%
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	1,601		1,800		199	11%
Memberships	375		885		510	58%
Advertising	4,667		7,370		2,703	37%
Other professional fees	2,216		4,990		2,774	56%
Office supplies			360		360	100%
Subscriptions & Periodicals			800		800	100%
	\$ <u>141,736</u>	\$	<u>152,462</u>	\$	<u>10,726</u>	<u>7%</u>
TOTAL INSTITUTIONAL SUPPORT	\$ <u>1,985,369</u>	\$	<u>1,983,937</u>	\$	<u>(1,176)</u>	<u>0%</u>

Tohono O'odham Community College
Unrestricted Expenses and Budget by Department
For the Month Ended June 30, 2022
(Intended for internal management purposes only)

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Operational expenses is 0%**

	<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	\$ 355,462	\$	400,773	\$ 45,311	11%
Employee related expenses	107,776		139,704	31,928	23%
Employee tuition waivers			250	250	100%
Travel and training			2,000	2,000	100%
Commuter Allowance	1,809		1,800	(9)	0%
Vehicle & Building R&M	22,175		25,000	2,825	11%
Auto expenses	5,071		20,000	14,929	75%
Vehicle rental	58,741		110,000	51,259	47%
Building Rent	85,888		135,330	49,442	37%
Utilities	147,160		150,230	3,070	2%
Office supplies	594		1,000	406	41%
Custodial expense	9,630		17,500	7,870	45%
Contracts/subcontracts	112,477		100,000	(12,477)	0%
TOTAL OPERATIONS AND MAINTENANCE	\$ 906,783	\$	1,103,587	\$ 196,804	18%
SUSTAINABILITY - 5160					
Compensation	\$ 120,891	\$	109,285	\$ (11,606)	0%
Employee related expenses	30,243		31,920	1,677	5%
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	1,809		1,800	(9)	0%
Printing			250	250	100%
Advertising & Promotion			500	500	100%
Office supplies	265		1,500	1,235	82%
Meeting Expense	14		500	486	97%
Contracts/Subcontracts	-		1,000	1,000	100%
TOTAL SUSTAINABILITY	\$ 153,305	\$	150,255	\$ (3,050)	0%
CULTURAL LIAISON - 6160					
Compensation	\$ 66,322	\$	63,379	\$ (2,943)	0%
Employee related expenses	17,045		18,309	1,264	7%
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	\$ 84,018	\$	86,988	\$ 2,970	3%
STUDENT LIFE - 5150					
Compensation	\$ 268,876	\$	287,156	\$ 18,280	6%
Employee related expenses	55,588		86,904	31,316	36%
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
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	<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	1,809		1,800	(9)	0%
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	3,964		2,500	(1,464)	0%
Student Meals	7,690		30,000	22,310	74%
TOTAL STUDENT LIFE	\$ 339,913	\$	427,760	\$ 87,847	21%

Tohono O'odham Community College
Unrestricted Expenses and Budget by Department
For the Month Ended June 30, 2022
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	<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	7,968		6,600	(1,368)	0%
TOTAL SAN CARLOS	\$ 554,065	\$	463,794	\$ (90,271)	0%
CULINARY ARTS PROGRAM - 1498					
Compensation	\$ 14,729	\$		\$ (14,729)	0%
Employee related expenses	1,111			(1,111)	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	\$ 15,840	\$	61,383	\$ 45,543	74%
TOTAL UNRESTRICTED	\$ 7,332,680	\$	8,082,332	\$ 749,908	9%

TOHONO O'ODHAM COMMUNITY COLLEGE

Restricted Budget Activity

For the Month Ended June 30, 2022

For the Month Ended June 30, 2022

	Grant Revenues/Expenses-to-Date			
	Actual	Grant Budget	Remaining Budget	Remaining %
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%
	165,780	137,000	(28,780)	0%
Excess (deficiency)	\$ 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	770,325	1,243,273	472,948	38%
Employee Related Benefits	129,617	254,730	125,113	49%
Travel/professional Development/Registrations	18,546	43,200	24,654	57%
Memberships	1,750	1,800	50	3%
Consultants	151,740	200,000	48,260	24%
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	12,524	51,140	38,616	76%
Indirect Costs	212,057	520,528	308,471	59%
Equipment	-	15,000	15,000	100%
	1,354,471	2,501,346	1,146,875	46%
Excess (deficiency)	\$ (71,967)	\$ 12,932	\$ (2,378,649)	
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%
Restricted expenses:				
Compensation	404,152	496,047	91,895	19%
Employee Related Benefits	79,900	138,894	58,994	42%
Travel/professional Development	8,595	25,188	16,593	66%
Commuter Allowance	4,496	-	(4,496)	0%
Advertising & Promotion	850	-	(850)	0%
Meeting Expenses	3,428	-	(3,428)	0%
Tuition/Books	6,055	18,189	12,134	67%
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>669,900</u>	<u>1,200,000</u>	<u>530,100</u>	<u>44%</u>
Excess (deficiency)	\$ <u>(419,774)</u>	\$ <u>-</u>	\$ <u>(1,479,974)</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	166,055	171,000	4,945	3%
Employee Related Benefits	44,769	43,605	(1,164)	0%
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%
	<u>224,696</u>	<u>300,000</u>	<u>40,014</u>	<u>13%</u>
Excess (deficiency)	\$ <u>(224,696)</u>	\$ <u>(300,000)</u>	\$ <u>(40,014)</u>	

AICF AT&T TCU BRAIDING Success Project (1118)
(Until all funds are expended)

Restricted revenues:				
Grant from Other Sources	\$ 167,200	\$ 168,630	\$ (1,430)	-1%
			-	
Restricted expenses:			-	
Compensation	25,090	35,520	10,430	29%
Employee Related Benefits	1,922	2,718	796	29%
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>138,176</u>	<u>96,570</u>	<u>(41,606)</u>	<u>0%</u>
Excess (deficiency)	\$ <u>29,024</u>	\$ <u>72,060</u>	\$ <u>40,176</u>	

Dollar General GED Language & Writing Dev (1121)
(Until all Funds Expended)

Restricted revenues:				
Grant from Other Sources	\$ 170,450	\$ 170,450	\$ -	0%
			-	
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)	\$	<u>18,535</u>	\$	<u>-</u>	\$	<u>(17,259)</u>	
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TO Nation TOCC Language Center (1124)
(3/1/20 - 2/28/23)

Grant From Other Sources	\$	<u>600,000</u>	\$	<u>900,000</u>	\$	<u>(300,000)</u>	-33%
Restricted expenses:							
Compensation		396,663		598,680		202,017	34%
Employee Related Benefits		101,380		179,172		77,792	43%
Commuter Allowance		4,241		-		(4,241)	0%
Mileage		-		51,748		51,748	100%
Consultants		14,940		45,000		30,060	67%
Office & Technical Supplies		1,069		10,400		9,331	90%
Meeting Expense		3,508		-		(3,508)	0%
Program Meals/Supplies/Honorariums		638		15,000		14,362	96%
Computer Equipment		3,964		-		(3,964)	0%
		<u>526,403</u>		<u>900,000</u>		<u>373,597</u>	<u>42%</u>
Excess (deficiency)	\$	<u>73,597</u>	\$	<u>-</u>	\$	<u>(673,597)</u>	

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

Restricted revenues:							
Grant from Other Sources	\$	<u>98,500</u>	\$	<u>50,000</u>	\$	<u>48,500</u>	0%
Restricted expenses:							
Compensation		34,875		8,500		(26,375)	0%
Employee related expenses		2,401		500		(1,901)	0%
Travel (Field Trips)/Professional Dev/Memberships		2,745		6,100		3,355	55%
Communications (Hot Spots)		85		2,480		2,395	97%
Memberships		40		-		(40)	0%
Mileage		645		6,000		5,355	89%
Education Materials/Supplies /Testing		31,031		19,620		(11,411)	0%
Computer Equipment		12,242		6,800		(5,442)	0%
Awards & gifts		7,675		-		(7,675)	0%
		<u>91,739</u>		<u>50,000</u>		<u>(34,064)</u>	<u>0%</u>
Excess (deficiency)	\$	<u>6,761</u>	\$	<u>-</u>	\$	<u>82,564</u>	

NEH/ATALMA RevitalizeTO Oral History (1150)
(Jur Undefined)

Restricted revenues:							
Grant From Other Sources	\$	<u>-</u>	\$	<u>49,790</u>	\$	<u>(49,790)</u>	-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%
		<u>-</u>		<u>49,790</u>		<u>19,800</u>	<u>40%</u>
Excess (deficiency)	\$	<u>-</u>	\$	<u>-</u>	\$	<u>-</u>	

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

Restricted revenues:							
Grant From Other Sources	\$	<u>-</u>	\$	<u>9,000</u>	\$	<u>(9,000)</u>	-100%
Restricted expenses:							
Compensation		-		-		-	100%
Employee related expenses		-		-		-	100%
Travel/Gas/Mileage		976		1,296		320	100%
Promtion/Advertising		-		-		-	100%
Meetings		699		3,429		2,730	100%

Awards & Honorariums	4,275	4,275		
Program Supplies	1,643	4,275		
	<u>7,593</u>	<u>9,000</u>	<u>(1,407)</u>	100%
Excess (deficiency)	\$ <u>(7,593)</u>	\$ <u>-</u>	\$ <u>(10,407)</u>	

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

Restricted revenues:

Grant From Other Sources	\$ <u>2,500</u>	\$ <u>2,500</u>	\$ <u>-</u>	0%
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Restricted expenses:

Promotion/Advertising	704	800	96	0%
Other Supplies	-	1,200	1,200	100%
Meeting Expense	-	500		
	<u>704</u>	<u>2,500</u>	<u>1,296</u>	52%

Excess (deficiency)	\$ <u>1,796</u>	\$ <u>-</u>	\$ <u>(1,296)</u>	
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AICF Pres Fund Lang/Cultural/HW6/22-5/24 (1218)**6/1/2022 - 5/31/2024**

Restricted revenues:

Grant From Other Sources	\$ <u>50,000</u>	\$ <u>100,000</u>	\$ <u>(50,000)</u>	-50%
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Restricted expenses:

Other Professional Fees	-		-	0%
Education Supplies	-		-	0%
Office Supplies	-			
Meeting Expenses	-	100,000		
Contracts/Subcontracts	-			
Program Supplies	-			
	<u>-</u>	<u>100,000</u>	<u>-</u>	0%

Excess (deficiency)	\$ <u>50,000</u>	\$ <u>-</u>	\$ <u>(50,000)</u>	
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AICF Community Aid for Student Success (1222)-(CASS)**(Jur 1/1/2021 - 10/31/2021)**

Restricted revenues:

Grant From Other Sources in dec reported 12/31/2021	\$ <u>48,000</u>	\$ <u>48,000</u>	\$ <u>-</u>	0%
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Restricted expenses:

Compensation	-	3,717	3,717	100%
Employee related expenses	-	283	283	100%
Office Supplies	7,385	2,000	(5,385)	0%
Stipends	6,045	26,000	19,955	77%
Education/Program Supplies	2,183	8,500	6,317	74%
Office Equipment/Computers	22,227	7,500	(14,727)	0%
	<u>37,840</u>	<u>40,500</u>	<u>2,660</u>	7%

Excess (deficiency)	\$ <u>10,160</u>	\$ <u>7,500</u>	\$ <u>(2,660)</u>	
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BIA 93-638 - Occupational Training TCCU -(1301)**Program Revenue and Costs****(July 01, 2019 - June 30, 2022)**

Restricted revenues:

Federal government grant	\$ <u>344,132</u>	\$ <u>200,000</u>	\$ <u>144,132</u>	0%
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Restricted expenses:

Compensation	<u>78,573</u>	<u>200,000</u>	<u>121,427</u>	61%
	<u>78,573</u>	<u>200,000</u>	<u>121,427</u>	61%

Excess (deficiency)	\$ <u>265,559</u>	\$ <u>-</u>	\$ <u>(265,559)</u>	
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BIA 93-638 - Occupational Training TCCU -(1302)
Program Revenue and Costs
(July 01, 2019 - June 30, 2022)

Restricted revenues:

Federal government grant	\$ 94,058	\$ 300,000	\$ (205,942)	-69%
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Restricted expenses:

Employee related expenses	10,416	175,000	164,584	94%
Mileage	-	5,000	5,000	100%
Supplies/Other Program Cost	-	25,000	25,000	100%
Consultants/Contracts	-	95,000	95,000	100%
	<u>10,416</u>	<u>300,000</u>	<u>289,584</u>	<u>97%</u>
Excess (deficiency)	\$ <u>83,642</u>	\$	\$ <u>(495,526)</u>	

Better Way Foundation (1303)
Program Revenue and Costs
(January 01, 2022- December 31, 2022)

Restricted revenues:

Federal government grant	\$ 80,400	\$ 80,400	\$ -	0%
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Restricted expenses:

Community Support	-	80,400	80,400	100%
	<u>-</u>	<u>80,400</u>	<u>80,400</u>	<u>100%</u>
Excess (deficiency)	\$ <u>80,400</u>	\$ -	\$ <u>(80,400)</u>	

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%
	<u>10,219</u>	<u>44,895</u>	<u>34,676</u>	<u>77%</u>
Excess (deficiency)	\$ <u>(10,219)</u>	\$ <u>37,714</u>	\$ <u>(117,285)</u>	

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%
	<u>26,400</u>	<u>26,700</u>	<u>300</u>	<u>1%</u>
Excess (deficiency)	\$ <u>300</u>	\$ -	\$ <u>(300)</u>	

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

Restricted revenues:

State government grant	\$ 1,282,231	\$ 3,120,000	\$ (1,837,769)	-59%
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Restricted expenses:

Contracts/subcontracts	1,112,795	3,120,000	2,007,205	64%
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Construction Supplies	34,692		(34,692)	0%
	<u>1,147,487</u>	<u>3,120,000</u>	<u>2,007,205</u>	<u>64%</u>
Excess (deficiency)	\$ <u>134,744</u>	\$ <u>-</u>	\$ <u>(3,844,974)</u>	

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

Restricted revenues:				
State government grant	\$ <u>1,130,728</u>	\$ <u>897,810</u>	\$ <u>232,918</u>	0%
Restricted expenses:				
Payroll Taxes	12,548	-	(12,548)	0%
Stipends	13,834			
Contracts/subcontracts	957,220	897,810	(59,410)	0%
Construction Materials	1,265			
	<u>984,867</u>	<u>897,810</u>	<u>(71,958)</u>	<u>0%</u>
Excess (deficiency)	\$ <u>145,861</u>	\$ <u>-</u>	\$ <u>292,328</u>	

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

Restricted revenues:				
State government grant	\$ <u>35,500</u>	\$ <u>29,500</u>	\$ <u>(6,000)</u>	0%
Restricted expenses:				
Stipends	1,500			
Program Supplies	24,116	29,500	5,384	18%
	<u>25,616</u>	<u>29,500</u>	<u>5,384</u>	<u>18%</u>
Excess (deficiency)	\$ <u>9,884</u>	\$ <u>-</u>	\$ <u>(11,384)</u>	

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

Restricted revenues:				
State government grant	\$ <u>159,047</u>	\$ <u>40,000</u>	\$ <u>(119,047)</u>	0%
Restricted expenses:				
Program Supplies	-	-	-	
Contracts/Subcontracts	32,560	40,000	7,440	19%
	<u>32,560</u>	<u>40,000</u>	<u>7,440</u>	<u>0%</u>
Excess (deficiency)	\$ <u>126,487</u>	\$ <u>-</u>	\$ <u>(126,487)</u>	

U of A Haury Program A Student's Journey - (20-1406)
(7/1/19 - 6/30/22)

Restricted revenues:				
State government grant	\$ <u>315,838</u>	\$ <u>315,206</u>	\$ <u>632</u>	0%
Restricted expenses:				
Compensation	115,216	129,000	13,784	11%
Employee related expenses	16,367	40,764	24,397	60%
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	31,500	6,000	(25,500)	0%
Awards & Gifts	34,450	6,000	(28,450)	0%
Stipends	-	90,000	90,000	100%
	<u>205,365</u>	<u>321,206</u>	<u>115,841</u>	<u>36%</u>
Excess (deficiency)	\$ <u>110,473</u>	\$ <u>(6,000)</u>	\$ <u>(116,473)</u>	

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	64,344	428,571	364,227	85%
	<u>64,344</u>	<u>428,571</u>	<u>364,227</u>	85%
Excess (deficiency)	\$ <u>364,227</u>	\$ <u>-</u>	\$ <u>(364,227)</u>	

BIE TCU Facilities & Improvements (1430) PL 117-103 (1431)
(4/15/2022 - until all funds expended)

Restricted revenues:				
Federal Government Grant	\$ -	\$ 428,571	\$ 428,571	-100%
Restricted expenses:				
Other Structural Improvement	-	428,571	428,571	100%
	<u>-</u>	<u>428,571</u>	<u>428,571</u>	100%
Excess (deficiency)	\$ <u>-</u>	\$ <u>-</u>	\$ <u>-</u>	

NIFA Endowment - (20-1502)
(Sept 1, 2020- Aug 31, 2022)

Restricted revenues:				
Federal government grant	\$ -	\$ 243,073	\$ 243,073	0%
Restricted expenses:				
Compensation	-	-	-	0%
Employee related expenses	-	-	-	0%
Travel/professional Development	-	-	-	0%
Advertising	60	-	(60)	0%
Commuter Allowance	-	-	-	0%
Communications	51	-	(51)	0%
Moving Expenses	1,000	-	(1,000)	0%
Vehicle Rental	1,758	-	(1,758)	0%
Promotion/Advertising	-	36,000	36,000	100%
Consultants/Professionals	4,338	86,677	82,339	0%
Building Materials	-	-	-	0%
Education Supplies	-	-	-	0%
Meeting Expense	437	7,500	7,063	94%
Stipends	-	-	-	0%
Participant Support	-	-	-	0%
Guest Speaker/Honorariums	-	-	-	0%
Other Structural Improvements	-	-	-	0%
Program Supplies	383	96,000	95,617	100%
Office Supplies	-	7,500	7,500	100%
Library Collections	-	-	-	0%
Computer Equipment	-	9,396	9,396	100%
	<u>8,027</u>	<u>243,073</u>	<u>235,046</u>	97%
Excess (deficiency)	\$ <u>(8,027)</u>	\$ <u>-</u>	\$ <u>8,027</u>	

NIFA Equity III - (20-1508)
(Sept 1, 2018- Aug 31, 2022)

Restricted revenues:				
Federal government grant	\$ 233,928	\$ 442,259	\$ (208,331)	0%
Restricted expenses:				
Compensation	226,970	315,345	88,375	28%
Employee related expenses	100,119	40,165	(59,954)	0%
Commuter Allowance	1,657	1,606	(51)	0%
Consultants	2,000	1,606	(394)	0%
Program Supplies	91	-	(91)	0%
Participant Support	-	-	-	100%
Indirect Cost	52,084	85,143	33,059	0%
	<u>382,921</u>	<u>443,865</u>	<u>60,944</u>	0%
Excess (deficiency)	\$ <u>(148,993)</u>	\$ <u>(1,606)</u>	\$ <u>(269,275)</u>	

USDA Furniture Arts & Science (20-1509)**(May 12, 2021- May 12, 2026)**

Restricted revenues:

Federal government grant	\$	<u>-</u>	\$	<u>166,200</u>	\$	<u>(166,200)</u>	-100%
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Restricted expenses:

Furniture		<u>170,131</u>		<u>166,200</u>		<u>(3,931)</u>	0%
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		<u>170,131</u>		<u>166,200</u>		<u>(3,931)</u>	0%
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Excess (deficiency)	\$	<u>(170,131)</u>	\$	<u>-</u>	\$	<u>(162,269)</u>	
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TOCC Grant Match Grant 1509 USDA- (10-1004)**(Aug 31, 2021- Aug 30, 2022)**

Restricted expenses:

Furniture/Other (TOCC Match)		<u>30,953</u>		<u>22,428</u>		<u>(8,525)</u>	0%
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Excess (deficiency)	\$	<u>30,953</u>	\$	<u>22,428</u>	\$	<u>(8,525)</u>	
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USDA Disaster Relief Health & Wellness (1526)**(Aug 31, 2021- Aug 30, 2022)**

Restricted revenues:

Federal government grant	\$	<u>-</u>	\$	<u>99,975</u>	\$	<u>(99,975)</u>	-100%
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Other Structural Improvements		<u>99,975</u>		<u>99,975</u>		<u>-</u>	0%
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		<u>99,975</u>		<u>99,975</u>		<u>-</u>	0%
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Excess (deficiency)	\$	<u>(99,975)</u>	\$	<u>-</u>	\$	<u>99,975</u>	
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TOCC Grant Match Grant 1526 USDA (1005)**(Aug 31, 2021- Aug 30, 2022)**

Operational expenses:

Furniture & Equipment		<u>-</u>		<u>33,000</u>		<u>33,000</u>	100%
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		<u>-</u>		<u>33,000</u>		<u>33,000</u>	100%
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Excess (deficiency)	\$	<u>-</u>	\$	<u>(33,000)</u>	\$	<u>(33,000)</u>	
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USDA NIFA Extension Capacity (20-1531)**(Sept 1, 2021- Aug 31, 2022)**

Restricted revenues:

Federal government grant	\$	<u>59,591</u>	\$	<u>177,238</u>	\$	<u>117,647</u>	-100%
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Compensation & Employee related Expenses		<u>37,235</u>		<u>99,528</u>		<u>62,293</u>	0%
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Travel/ Per Diem/ Lodging/Registrations		<u>7,794</u>		<u>2,198</u>		<u>(5,596)</u>	0%
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Stipends		<u>-</u>		<u>2,700</u>		<u>2,700</u>	100%
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Youth Programs		<u>-</u>		<u>8,000</u>		<u>8,000</u>	100%
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Other Participant/trainee Support Costs		<u>-</u>		<u>13,312</u>		<u>13,312</u>	100%
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Workshops		<u>-</u>		<u>4,000</u>		<u>4,000</u>	100%
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Program supplies		<u>-</u>		<u>11,500</u>		<u>11,500</u>	100%
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Equipment		<u>-</u>		<u>36,000</u>		<u>36,000</u>	100%
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		<u>45,029</u>		<u>177,238</u>		<u>132,209</u>	75%
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Excess (deficiency)	\$	<u>14,562</u>	\$	<u>-</u>	\$	<u>(132,209)</u>	
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NIFA Extension Capacity Bldg Together III - (20-1541)**(Sept 1, 2018- Aug. 31, 2022)**

Restricted revenues:

Federal government grant	\$	<u>323,432</u>	\$	<u>660,000</u>	\$	<u>(336,568)</u>	-51%
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Honorarium		<u>1,500</u>		<u>1,500</u>		<u>-</u>	0%
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Restricted expenses:

Compensation		<u>278,755</u>		<u>283,000</u>		<u>4,245</u>	2%
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Employee related expenses		<u>63,251</u>		<u>65,980</u>		<u>2,729</u>	4%
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Travel/Lodging/Mileage/Transportation		<u>9,045</u>		<u>12,960</u>		<u>3,915</u>	30%
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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%
	<u>357,441</u>	<u>366,500</u>	<u>9,059</u>	<u>0%</u>
Excess (deficiency)	\$ <u>(32,509)</u>	\$ <u>295,000</u>	\$ <u>(345,627)</u>	

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	<u>-</u>	<u>7,247</u>	<u>(7,247)</u>	<u>-100%</u>

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%
	<u>109,682</u>	<u>144,949</u>	<u>35,267</u>	<u>24%</u>

Excess (deficiency)	\$ <u>(7,246)</u>	\$ <u>-</u>	\$ <u>(77,780)</u>	
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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	<u>-</u>	<u>-</u>	<u>-</u>	<u>0%</u>
		129,000		

Restricted expenses:

Other costs to complete /consultants	74,547		(74,547)	0%
Equipment and Construction Costs	<u>27,435</u>	<u>129,000</u>	<u>101,565</u>	<u>79%</u>
	<u>101,982</u>	<u>129,000</u>	<u>27,018</u>	<u>21%</u>
Excess (deficiency)	\$ <u>(101,982)</u>	\$ <u>-</u>	\$ <u>(156,018)</u>	

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

Restricted expenses:

Equipment and Construction Costs	<u>6,450</u>	<u>6,450</u>	<u>-</u>	<u>0%</u>
		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%
		181,367		

Restricted expenses:

Equipment and Construction Costs	<u>-</u>	<u>181,367</u>	<u>181,367</u>	<u>100%</u>
	<u>-</u>	<u>181,367</u>	<u>181,367</u>	<u>100%</u>

Excess (deficiency)	\$ <u>-</u>	\$ <u>-</u>	\$ <u>(181,367)</u>	
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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%
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Restricted expenses:

Compensation	678,318	1,514,365	836,047	55%
Employee related expenses	163,981	406,112	242,131	60%

Travel Expense	-	404,573	404,573	100%
Mileage	-	148,740	148,740	100%
Registrations	-	49,530	49,530	100%
Commuter Allowance	2,977	13,320	10,343	78%
Communications	-	5,950	5,950	100%
Vehicle rental	4,825	37,185	32,360	87%
Printing	-	37,185	37,185	100%
Memberships	-	3,719	3,719	100%
Consultant fees and expenses	24,850	74,370	49,520	67%
Education supplies and Outreach	6	70,944	70,938	100%
Office supplies	406	26,030	25,624	98%
Other office supplies/GED	-	7,437	7,437	100%
Meetings	-	18,593	18,593	100%
Contracts/subcontracts	13,574	164,291	150,717	92%
Other Structural Improvements	311,199	-	(311,199)	0%
Office equipment	24,671	67,172	42,501	63%
Library collection	-	5,550	5,550	100%
	<u>1,224,807</u>	<u>3,055,063</u>	<u>1,830,256</u>	<u>60%</u>
Excess (deficiency)	\$ <u>(193,037)</u>	\$ <u>(0)</u>	\$ <u>193,037</u>	

Title III Part F Honoring Yesterday to Build Tom. - (20-1642)**(Oct. 1, 2015 - Sept. 30, 2020)**

Restricted revenues:

Federal government grant	\$ <u>607,126</u>	\$ <u>2,873,145</u>	\$ <u>(2,266,019)</u>	-79%
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Restricted expenses:

Compensation	-	263,422	263,422	100%
Employee related expenses	-	81,202	81,202	100%
Contracts/subcontracts	-	5,340	5,340	100%
Computer equipment	-	174,011	174,011	100%
Other Structural Improvements	607,127	2,348,984	1,741,857	74%
Education supplies	-	186	186	100%
	<u>607,127</u>	<u>2,873,145</u>	<u>2,266,018</u>	<u>79%</u>

Excess (deficiency)	\$ <u>(1)</u>	\$ <u>-</u>	\$ <u>1</u>	
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American Rescue Plan Fund (ARP) BIE PL 117-2 (20-1680)**(July 1, 2019 - June 30, 2024)**

Restricted revenues:

Federal government grant	\$ <u>5,581,278</u>	\$ <u>5,581,278</u>	\$ <u>-</u>	0%
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Restricted expenses:

Student Assistance	-	5,581,278	5,581,278	100%
Employee related expenses	-	-	-	
Contracts/subcontracts	-	-	-	
Computer equipment	-	-	-	
Other Structural Improvements	-	-	-	
Education supplies	-	-	-	
	<u>-</u>	<u>5,581,278</u>	<u>5,581,278</u>	<u>100%</u>

Excess (deficiency)	\$ <u>5,581,278</u>	\$ <u>-</u>	\$ <u>(5,581,278)</u>	
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Community of Practice - (20-1720)**(July 1, 2021 - June 30, 2022)**

Restricted revenues:

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

Compensation	55,904	45,501	(10,403)	0%
Employee related expenses	18,768	12,285	(6,483)	0%
Travel	998	-	(998)	0%
Scholarships	-	1,129	1,129	100%
Registrations	160	-	(160)	0%
Vehicle Rental	4,101	-	(4,101)	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	9,200	27,245	18,045	66%
Program Incentives	-	900	900	100%
Program Supplies & Materials	1,553	800	(753)	0%
Indirect Cost	12,119	9,036	(3,083)	0%
	<u>102,803</u>	<u>108,000</u>	<u>5,197</u>	<u>5%</u>
Excess (deficiency)	\$ <u>7,943</u>	\$ <u>-</u>	\$ <u>(7,943)</u>	

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

Restricted revenues:			-	
Grants From Other Sources	\$ <u>49,105</u>	\$ <u>100,000</u>	\$ <u>(50,895)</u>	-51%
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	\$ <u>48,584</u>	\$ <u>169,000</u>	\$ <u>(120,416)</u>	-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	6,808	30,000	23,192	77%
Advertising & Promotion	3,296	-	(3,296)	0%
Office Supplies	424	-	(424)	0%
Student Funds Paid Internship	-	100,000	100,000	100%
Meeting Expense	543	-	-	0%
	<u>11,071</u>	<u>169,000</u>	<u>158,472</u>	<u>94%</u>
Excess (deficiency)	\$ <u>37,513</u>	\$ <u>-</u>	\$ <u>(37,513)</u>	

Ed stabilization Fund Covid 19 Assistance (20-8021)

(July 1, 2019 - June 30, 2024)

Restricted revenues:				
Federal government grant	\$ <u>4,430,678</u>	\$ <u>817,579</u>	\$ <u>3,613,099</u>	442%
Restricted expenses:				
Student Assistance	-	817,579	817,579	100%
Employee related expenses	128,846	-	(128,846)	
Contracts/subcontracts	-	-	-	
Computer equipment	-	-	-	
Other Structural Improvements	-	-	-	
Education supplies	-	-	-	
	<u>128,846</u>	<u>817,579</u>	<u>688,733</u>	<u>84%</u>
Excess (deficiency)	\$ <u>4,301,832</u>	\$ <u>-</u>	\$ <u>(4,301,832)</u>	

TOTAL RESTRICTED EXPENSES

Restricted revenues:				
Federal government grants	\$ <u>14,769,630</u>	\$ <u>19,289,337</u>	\$ <u>4,519,707</u>	23%
State government grants	<u>2,923,344</u>	<u>4,402,516</u>	<u>1,479,172</u>	34%
Grant from Other Sources	<u>1,949,523</u>	<u>2,579,176</u>	<u>(480,285)</u>	-19%
Total Restricted Revenues	\$ <u>19,642,497</u>	\$ <u>26,271,029</u>	\$ <u>5,518,594</u>	21%
Restricted expenses:	<u>9,349,260</u>	<u>25,577,504</u>	<u>16,218,383</u>	63%
Excess (deficiency)	\$ <u>10,293,237</u>	\$ <u>693,525</u>	\$ <u>(21,736,977)</u>	

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

Restricted revenue:

Federal government grant	\$ 5,700	\$ 5,700	\$ -	0%
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Restricted expenses:

Grants to or expenditures for TOCC students	-	5,700	5,700	100%
	-	5,700	5,700	100%

Excess (deficiency)	\$ 5,700	\$ -	\$ (5,700)	
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Scholarships- 20-1353 AICF Online Instruction (May 26, 2020 - July 31, 2020)

Restricted revenues:

Scholarship Award	\$ 10,000	\$ 10,000	\$ -	0%
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Restricted expenses:

Online Instruction	-	10,000	10,000	100%
	-	10,000	10,000	0%

Excess (deficiency)	\$ 10,000	\$ -	\$ (10,000)	
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Scholarships- 21-8010 AICF (July1, 2021 - June 30, 2022)

Restricted revenues:

Scholarship Award	\$ 370,868	\$ 242,904	\$ 127,964	53%
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Restricted expenses:

Travel/Meeting/Office Expense	5,185	5,185	-	0%
Scholarships	395,552	395,552	-	0%
	400,737	400,737	-	0%

Excess (deficiency)	\$ (29,869)	\$ (157,833)	\$ 127,964	
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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%
	925,322	924,823	22,692	

Excess (deficiency)	\$ (499)	\$ -	\$ (499)	
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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	239,747	-	(239,747)	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	39,600	-	0%
Residence Fees Refunded TOCC	(22,072)	17,528	39,600	0%
Contracts/Subcontracts/consultants	-		-	0%
Cleaning Supplies	-		-	
Indirect Costs	303,297		(303,297)	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	6,669,499	100%
	<u>3,008,484</u>	<u>7,001,292</u>	<u>4,020,543</u>	
Excess (deficiency)	\$ <u>(82,574)</u>	\$ <u>-</u>	\$ <u>(54,839)</u>	

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

Restricted revenue:

Federal government grant	\$ <u>624,022</u>	\$ <u>624,022</u>	\$ <u>-</u>	0%
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Restricted expenses:

Emergency Relief	<u>624,022</u>	<u>624,022</u>	<u>-</u>	0%
Excess (Deficiency)	\$ <u>-</u>	\$ <u>-</u>	\$ <u>-</u>	

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

Restricted revenue:

Federal government grant	\$ <u>1,041,164</u>	\$ <u>1,100,000</u>	\$ <u>(58,836)</u>	-5%
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Restricted expenses:

Office Supplies		-	-	
Grants to students	<u>1,046,122</u>	<u>1,100,000</u>	<u>53,878</u>	5%
	<u>1,046,122</u>	<u>1,100,000</u>	<u>(53,878)</u>	
Excess (deficiency)	\$ <u>(4,958)</u>	\$ <u>-</u>	\$ <u>(4,958)</u>	

TOTAL STUDENT FINANCIAL AID

Restricted revenue:

Federal government grants	\$ <u>5,902,487</u>	\$ <u>9,908,741</u>	\$ <u>(4,006,254)</u>	-40%
Restricted donations	<u>376,568</u>	<u>248,604</u>	<u>127,964</u>	51%
	<u>6,279,055</u>	<u>10,157,345</u>	<u>(3,878,290)</u>	-38%

Restricted expenses

	<u>6,004,687</u>	<u>10,056,574</u>	<u>4,051,887</u>	40%
Excess (deficiency)	\$ <u>274,368</u>	\$ <u>100,771</u>	\$ <u>173,597</u>	

Item	Actions	Discussion/Resolution/Comments
1) O'odham Language Center Building	OLC directors made further recommendations for change to floorplan on Aug 3.	Dir. Of Operations will forward recommended change document to ESB + Design Build so that they can complete a quote for the building
2) Apprentice Program	Coordinated with Apprentice Director Jackson Doe.	Much has been accomplished recently to support the Apprenticeship Program. There seems to be good rapport with the Community Advisory Committee. Candidates for electrical instructor and carpentry instructor have been interviewed.
3) SCAC (San Carlos Apache College) campus.	<ul style="list-style-type: none"> IGA revision not complete. Suggestions by SCAC attorney A. Ritchie to be reviewed with Big Fire attorney Andrea Snowball on August 6. SCAC needs to provide clarity as far as its plans to submit for candidacy with the Higher Learning Commission 	<ul style="list-style-type: none"> IGA draft includes some concerning comments that will be addressed. TOCC needs a clear update as to the status of the application for candidacy SCAC has to submit. The July 15 deadline passed with no comment from SCAC.
4) Back to Campus in fall semester	<ul style="list-style-type: none"> Continue to have issues with completion of Apedag Ki: and Kitchen expansion in I-We:mta Ki: Operations following up. TOCC adopting similar approach to Diné College: Free tuition, books, fees, and dorm rent plus food for dorm residents. Coordinated with Student Life Director and others to ramp up for coming fall semester. 	
5) Transitions	Departure of Coach Michael Steward on August 9. He has been a steady and thorough employee. He will continue to assist TOCC in several technical areas under a contract until we have filled the position.	Position of Head Coach being considered for revision to Athletic and Wellness Director. TOCC's strategic plan contains 5 initiatives, including one on wellness.

Item	Actions	Discussion/Resolution/Comments
Recruitment for Dean of Student Services	Interviewed highly qualified candidate, made offer, and offer was accepted.	This key position has been ably filled by Interim Dean Ofelia "Liz" Zepeda for over a year. The new Dean will join TOCC in August. She has a strong background in functions carried out by Student Services.
BOT Retreat	Worked with administration to prepare for the retreat at Desert Diamond; drafted the agenda/plan for retreat; co-facilitated retreat with Board Chair Dr. Ofelia Zepeda.	Excellent overview of TOCC operations, focusing especially on the challenges and responses the College has experienced since spring 2020, the onset of the pandemic. Good input from many who attended in-person and via zoom. Priorities were set to include developing a Marketing Campaign to tell the College's story.
Finance Division short on personnel	Coordinated with Dean of Finance and others to meet with "Your Part Time Controller" (YPTC) and signed engagement letter with that firm on August 2, 2022.	YPTC may prove a good source of short-term assistance to grants management and to reconciliation of accounts, helping the College catch up with needed work in time for the beginning of the audit fieldwork in mid-October.

Report to TOCC Board of Trustees:

Jay Juan
Chief of Operations
July 2022

Issues/Items	Actions/Assessment
Final connection for solar project.	Had a scheduled power outage at I-we:mta Ki: on July 6 th so company could make final connections between the solar project and TOUA grid.
Need to find ways to keep floor clean in Apedag Ki:.	Waxie Distributor came out to show us several different floor mats that hopefully keep the dust to a minimum.
Continue to search for security alarm company to repair our system.	Having a difficult time finding a vendor to come out. We had several that agreed to come out and at the last minute cancelled.
Assist with Tohono Kosin	Met with Mario, Anselmo, and Paschell to discuss plans for kitchen equipment that needs to be installed.
Complete hood vent installation and preform smoke test for kitchen in I-we:mta Ki:.	On July 20 th , the hood vent was completed and smoke test was performed. Both passed TON FD standards.
Continue work on Apprenticeship building.	Framing is near completion, drywall and lighting is being installed, electrical work is scheduled to start as soon as PO is established.

TOHONO O'ODHAM COMMUNITY COLLEGE

TO: BOARD OF TRUSTEES
THRU: DR. PAUL ROBERTSON, PRESIDENT
FROM: DR. TIFFANY VIGGIANO, DEAN OF ACADEMICS
SUBJECT: **JULY 2022 EDUCATION DIVISION BOARD REPORT**
DATE: AUGUST 1, 2022
CC:

Tiffany Viggiano

Issues/Items addressed in July 2022

Subject	Description	Details
Faculty Orientation Week	<p>Time for faculty to</p> <ul style="list-style-type: none"> • Be briefed on new policies approved by administration and BOT over summer. • Build skills in the advising trainings, Faculty Development Committee presentations, and Faculty Learning Committee • Meet students to place into math courses, complete transcript evaluations, and develop degree plans • Complete paperwork and planning for upcoming terms 	<p>Monday 8/15: Ed. Div. Training, Entry Projects, & Advising (virtual) 9AM- 10AM New Policy Briefing 10AM- 11AM Advising Trainings & Transcript Evaluation Practice 11AM-12PM Dedicated time to meet with chairs to create Fall 2023 schedule 1 PM- 4PM Transcript Evaluations & Advising Placement Meetings</p> <p>Tuesday 8/16: FDC Virtual Training & Advising Day (virtual) 9AM- 12PM Himdag Committee & Tohono O'odham Studies Presentations 1-4PM Advising Placement Meetings</p> <p>Wednesday 8/17 & Thursday 8/18: FLC & Entry Projects (virtual) 9AM - 2:30PM FLC Events 2:30PM Dedicated time to complete entry documents (submit syllabi, book requests, absence plan, etc. via forms in Canvas 101)</p> <p>Friday 8/19 In-Person Day 1PM In-Person Meet Your Faculty Event <ul style="list-style-type: none"> ○ In-person Advising Placement Meetings </p>
AZ Transfer	Joined AGECS Steering Committee	Met in-person in Phoenix in July Met virtually on August 1st
Dorms & Academics	<p>Flexible Cohort Model for Dorm Students</p> <p>Faculty In-Residence Opportunities</p>	<p>Dorm students taking in-person courses together to facilitate higher course success, retention, etc.</p> <p>Faculty will host in-residence events at the dorms</p>

NSF STEM Grant**Report Month:** July 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>This project was presented to the Himdag Committee.</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 was completed and students second stipends are being processed.</p> <p>Planning and collaboration with UA on “<i>Walking Together in STEM</i>” with planning meetings. TOCC’s <i>A Student’s Journey</i> team & student interns visited with the UA Engineering’s research greenhouses on July 25th.</p> <p>This work supports Goal 4: Support for Transitions from High School to TOCC to University</p>

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>Planning is underway for Fall 2022 activities and the “Pathways to Indigenous Education” workshop in collaboration with Tohono O’odham Studies. The workshop will be held on August 17th & 18th</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>
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Tohono O'odham Studies**Report Month:** July 2022**Submitted by:** Frances Benavidez

Topic	Discussion	Summary/resolution
<p>Strengthening the Himdag (ID. Evaluate and support efforts to strengthen the Himdag through provision of quality education and research.)</p>	<p>As we work to meet our mission and vision at TOCC it is important to offer continuous learning opportunities that focus on growing people's knowledge of O'odham Himdag.</p>	<ol style="list-style-type: none"> 1. A sub-committee of Himdag Committee members and TOS Instructors convene regularly to develop and offer training to increase faculty knowledge of: <ul style="list-style-type: none"> • O'odham Himdag • rooting student learning in O'odham-relevancy, and • strategies for continuous learning about the students we serve and tribal community we are a part of <p>For this Fall 2022 Faculty Training, the focus is on methods seasoned faculty use to make their instruction culturally relevant (from the beginning of their time at TOCC to now), the dos and don'ts when working in a tribal college/community, and the impact of culturally relevant instruction on student learning and success as demonstrated through faculty examples.</p> <p>Gratitude is extended to the Faculty Training Planning Team: <i>Adam Andrews, Andrea Ramon, Camillus Lopez, Juana Jose, Leslie Luna, Pauline Nasewytewa, and Sylvia Hendricks.</i></p> 2. Collaborating with the <i>NSF STEM Faculty Learning Community</i> to develop a two-day training related to learning theory, assessment, and critical, action-oriented education.
<p>Strategic Planning</p>	<p>TOCC has completed year 1 of the 2021-2026 Strategic Plan and continues to plan for the future aligned with the needs of the students and growing college community.</p>	<p>For year 1 of TOCC's 2021-2026 Strategic Plan there was progress made on several strategic initiatives. Highlights include-</p> <ul style="list-style-type: none"> • establishing a system for increasing faculty knowledge of what Himdag means through continuous training, • progress toward developing a BA in Tohono O'odham Studies, • engaging with the community frequently in Himdag-based events and activities, • support toward developing the O'odham Language Center, and • determining methods for garnering greater community perspective in the work we do at TOCC. <p>To ensure continued alignment with TOCC's priorities, we participated in strategic planning sessions with the -- <i>Student Services Division and the American Indian College Fund</i> toward supporting students pre-college to completion, and <i>Board of Trustees and Leadership team</i> to assess the status of the college and next steps as informed by data.</p>

Carry out Area Chair duties and Other Activities	Fulfill the immediate day-to-day programmatic responsibilities.	<ul style="list-style-type: none"> Identified and supported the application submission for a new TOS tutor to join the TOCC tutoring team and support language and Himdag related course needs. Actively searching for and recruiting O’odham language teachers to meet the growing need of dual enrollment language classes. Updating spring 2023 schedule to plan for community delivered courses. Continue to advise and prepare programs of study for students in preparation for the Fall 2022 Semester.
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"> Fall 2022 Faculty Training Planning Mtgs. (3) Faculty Learning Community Planning Sessions (3) TOS/BA Group Meetings (1) Standing Meetings (5) Advising/Other (13)

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

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

Issues/Items	Discussion/Situation	Summary/Resolution
Workforce and Community Development (WCD)	Culinary Arts Program (CUA) and the Tohono Kosin	Two classes for the CUA program are now part of the fall schedule. Operations and the CUA instructor are working with a restaurant supplier to address the issues found in the Tohono Kosin.
	GED program	We applied for the new American Indian College Fund grant cycle, 2022-2023, that supports the GED program. We are still looking to fill the two GED positions, and we hope we can fill them soon.
	Solar Panel Installer Certificate	The Higher Learning Commission approved the new Solar Installer program. We are now applying to the Department of Education for Title IV support. We are also working on the job description of the instructor for this new program.
ANA Grant	Requesting an extension of the GIS grant	We continue working on the no-cost extension of the grant for the fiscal year 2022-2023. We created a new budget to spend the rest of the grant monies and to help create a GIS department in the Tohono O'odham Nation.
NTIA Grant	Grant Awarded	The <i>Hewel Wepegi Macidag kc, wog</i> = "Learning the Internet Road" grant that we submitted last December, has been awarded. The grant will address the lack of broadband access, connectivity, adoption, and equity at TOCC and at the surrounding anchor communities of Tohono O'odham Nation.

LGOS	USDA-NIFA Grants	We have been working with the LGOS team and director Juan Cervantes in developing the schedule of workshop training opportunities that we will deliver during the next four-year cycle. The purpose is to train members of the community and students of the college in agricultural practices.
IT Department	IT Positions	We hired the new technical support technician, Shawn Nez for the IT position. Also, we offered the position to June Starr as the Technical Support Manager and she will start on August 15, 2022.
	Meeting with TOUA	We requested a cost estimate for the lease of one strand of Dark Fiber from TOUA and we are still waiting for their response. We will meet in August with the TOUA managers to discuss TOCC plans in the areas of IT, the Solar Installer program, the use of the ESB band test on the Nation, and the collaboration with the NTIA grant.
Institutional Effectiveness Office	Board of Trustees Retreat Data	Working with Ben Jose and Paul Robertson on preparing the data sets for the discussion of the college profile during the Board retreat. The data sets were created by analyzing the Tohono O'odham students and students from other tribal nations and non-native students to compare the trends. We presented the data in the retreat and helped participants to understand the enrollment of the Nation's members taking classes and their performance during the past semesters.

Ben Jose's July 2022 Report to TOCC Board of Trustees

Key Issues/Items addressed in July, 2022

Issues/Items	Actions/Assessment	Summary/Resolution
2022 Summer term Graduation Exit Survey	Creating, administering.	OIE updated the Exit survey and will collect and analyze the information a report of the responses will be completed.
AIHEC AIMS Summer meeting.	Attend, collaborate	The annual summer meeting was held at Salish Kootenai in Polson, Montana. I did not attend in person but did take some time to attend virtually. The reporting cycle for the AIMS Akis has opened for the upcoming Fall.
Internal Program Reviews	Extract, compile and organize data	The Social Services and Fine Arts programs are scheduled for review. During the month of July, data was prepared to assist faculty in conducting the reviews.
TOCC BOT Retreat	Extract, compile and organize data	OIE prepared a breakdown of the KPI report to assist the BOT in assessing the term to term trends of enrollments, success rates tracked in the report. In particular, the Tohono O'odham student trends were presented in comparison to non-Tohono O'odham students.
College-Board – Big Future Survey	Update and complete	OIE has updated the student cost of attendance, tuition breakdown and fees information to the Big Future survey..

Board of Trustees Report
 Anselmo Ramon, M.Ed.
 Chair of Academic Program in Workforce & Community Development
July 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 first set of required courses (BCT 120H 6cr.) – Core Curriculum for the Solar Installer program will be offered in person on Saturdays at Wisag Kos Mascamakud	The office of sustainability and WCD have completed the Solar Instructor Job Description for HR review. Posting of the position and the interview process will be scheduled as soon as the job description has been approved.
Culinary Arts Program		<p>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.</p> <p>Mr. Jay Juan, Chief of Operations continues to keep us updated on the work that is being done at the Tohono Kosin.</p> <p>Two courses: Culinary Math and ServSafe courses will be offered in the fall 2022 term.</p>	<p>TOCC office of Sustainability and WCD will continue to communicate with BHS for reopening services associated with the Culinary Arts Program for dual enrollment.</p> <p>The CUA program is focused on making sure the Tohono Kosin is safe to operate and has the necessary working equipment and facilities for students to learn culinary in person and lab session in the Tohono Kosin.</p>
Pre-College GED	<p>The Pre-College GED program maintains contact with students and is offering tutoring services for those students currently enrolled in our program.</p> <p>Two Pre-College GED positions are currently open and interviews are being scheduled.</p> <p>The Pre-College GED program has Aztec software that assist students in building academic skills in all of</p>	<p>The Pre-College 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.</p> <p>Updated Pre-College GED webpage with information regarding the following GED options, and how to apply.</p>	<p>The Pre-College GED online learning utilizes the zoom feature with the GED students in addition to online links for students to study at home and with others.</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</p>

	<p>the GED content areas, 4 computers are available for student use in the GED classroom.</p> <p>Pre-College 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 by the testing center for the duration of the testing.</p>	<p>In-person and Online Zoom GED classes</p> <p>Pre-College GED applications are currently closed until the latter part of August 2022. 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>7 Students are currently enrolled in the CCP program.</p> <p>The CCP program is an open enrollment format. Students can register at any time and start at any semester, including summer.</p>	<p>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 approved at \$48,500. Grant year begins August 1, 2022 to June 30, 2023. This new grant cycle also provides support for the College Credit Pathway Students.</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: August 3, 2022
 SUBJECT: Student Life Staff **August 2022** Board Reports

Sylvia Hendricks- Director of Student Life

Key Issues/Items addressed in July 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 July is the beginning of a new fiscal year for TOCC. This month is just one month away from the upcoming 2022 Fall Semester and we are expecting to have student in the residence and on Campus which is what we are working hard on preparing for and are also excited in welcoming all our student to TOCC. • 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 July. • I continue setting up and attend the Himdag Committee meetings on zoom, regular meetings scheduled every two week on Tuesday. 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 as we are getting close to the 2022 Fall Session we are planning for the annual cleansing and opening blessing ceremonies along with other planned events that will be occurring in early August. • I continue to work 4 days a week onsite with the exception of Tuesday I work remotely. Due to meetings, events and work load my schedule fluctuates so work at home is not always on scheduled time. • The following are additional events/meetings I attended and conducted during the month of July: (most of the meetings held virtually) <ul style="list-style-type: none"> ○ TOCC Board of Trustees Meeting- 7/28/2022 ○ TOCC All Staff Meeting- NO ALL STAFF MEETING IN JULY ○ Virtual New Student Orientation- 7/14/2022 ○ Faculty Orientation Planning- 7/19 & 27/2022 ○ Indianpreneur Training Meeting- 7/20/2022

	<ul style="list-style-type: none"> ○ Athletic Meeting re: Cross Country- 7/20/2022 ○ Meeting w/Martha Lee- 7/20/2022 ○ Meeting w/TOCC Human Resource Staff- 7/25/2022 ○ Administration Meeting- 7/26/2022 ○ TOCC BOT Retreat- 7/28 & 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 and I keep in contact with Jay Juan, Chief of Operations on updates on the building. Michael is working on getting mirrors & television installed and has scheduled the equipment set up in early August which has been installed as of today. Upon completion of all set ups Jay Juan will be scheduling inspections in order to open to students and faculty by 2022 Fall Session. ➤ I also worked with the Head Athletic Coach on reclassifying the Assistant Athletic Coach to a Wellness Program Coordinator that will be presented to the Board of trustees at the August BOT meeting. And on August 25th the Head Athletic Coach send HR and myself his letter of resignation and in planning on moving forward and in discussion with Michael and the President I will also work on a reclassifying the Head Athletic Coach position with more directive duties for the new Wellness program and also with the new Apidag Ki: opening soon. ➤ The Residence Life Coordinator and Student Life Director met with the Occupational Education Staff in their planning for the Indianpreneur Training to use the residence for their participants that will be attending from out of town. This will be a one night stay on August 3rd. Residence Life Coordinator, Director of Student Life and consultant Martha Lee are working hard on promoting the Residence and Gabriel continues to work on the application process and has sent out approximately 7 acceptance letters. Applications are slowly coming in but we feel positive that we will fill the dorm for the 2022 Fall Semester. ➤ I had the opportunity to attend the BOT Retreat at the end of the month July 28th & 29th. There were great presentation from all divisions and department by TOCC Deans and Directors that helped the Board of Trustees to focus on old and new initiatives for TOCC as we move forward and grow as a recognizable Tribal Institution to ensure succession for our students and community.
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. Testing and inspections have begun with the completion of the upgraded industrial stove installation. We are hoping that the kitchen will be completed as the Food Program Staff complete their planning for the upcoming 2022 Fall Session for students, staff and residence students.</p> <p>We have finally filled the Assistance Cook position who I hope will be introduced to the board soon. The start date was Friday 7/29/2022. She spent time with HR and met with Gracie. Gracie provided her with the food program processing, gave her a tour of the campus and they worked on a schedule that would greatly assist Gracie in preparations, cooking and cleaning for Breakfast and lunches.</p> <p>The Food Program 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</p> <p>The Lead cook also continues to work with other division on providing meals for events.</p>
Community relations and outside college contacts	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.

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 still being received - 8 Students have accepted their housing offer for Fall of 2022 - Residence Coordinator has been in contact via telephone with all accepted applicants. - Dorm move in date: 8/21/22
Preparation of physical structures	<ul style="list-style-type: none"> - All the exterior window rails throughout the residential units have been removed. - Floor cleaning and deep cleaning scheduled to begin on Aug 16th - New furniture throughout residence (beds, dressers, and desks)
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
Open Dorm Advertisement	<ul style="list-style-type: none"> - Dorms fees will be paid by a grant for all student residents. This includes dorm fees, tuition, and books. - Open info session via Zoom on 8/4/22 - Digital meet and greet on 8/16/22 - Filmed new advertising videos and photos - Updated Flyers - Local Radio PSA advertising dorms - Residence Coordinator has been working in collaboration with fellow staff in regards to these items.
Indianpreneurship Training	<ul style="list-style-type: none"> - Participants of this training will stay in the dorms for 1 night (8/3/22) as Anselmo Ramon leads a group of professionals through a training course.

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 July, 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...we have 4 LOIs out to potential student athletes & commitments from 4 others. b) Continued 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) Schedule has been completed for 22-23 season. (See attached)
Academics	<ul style="list-style-type: none"> a) We have been in contact with student athletes regarding their grades. 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) Archery range has been cleared. c) Met with Green Rainbow to discuss graphic design plans for Apedag Ki. d) Submitted membership dues to NJCAA.
Wellness	<ul style="list-style-type: none"> a) AZ Health began installing equipment for Apedag Ki. b) Paid for AZ Health to clean the floor before installation. c) Met with Faculty Chair to discuss involvement in Faculty Orientation. d) Have reached out to potential guest speakers/instructors for wellness program. e) Continued meeting with Tucson Wellness to talk about individual/group strength training when Apedag Ki is up & running. f) Completed our 21st month of Wellness Programming and have begun planning programming for August.
Budget/Fundraising	<ul style="list-style-type: none"> a) We have gotten current on Jenzabar.
Outreach/Community Service	<ul style="list-style-type: none"> a) Participated in the Wellness Fair Committee meetings b) **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 & 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 Issues/Disciplines Campus Incidents	We had 1 Campus Incident in July, an illegal was reported on the July 20th contacted Border Patrol and reported the incident to the Director of Student Life.
Temperature Check Station	<p>We continue to have random minor issue with Temperature Check Station sometimes it won't work properly and won't read temperature's and or print out more than one sticker. We have whomever may need to check in fill out the paper form.</p> <p>Security continue to perform rapid tests for employees and vendors as needed.</p> <p>Security continues to follow protocol after someone testing positive.</p>

	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.
Security Staff	<p>Security continues to do a great job.</p> <p>We have been covering for each other as Security personal take time off.</p> <p>The AC on the security truck has been fixed.</p> <p>The Security schedule was updated and went into effect on the 3rd of July.</p> <p>Security continues to check at Wişag Koş Maşcamakuđ to insure the campus is locked up and the alarm is on.</p>

2022 XC Schedule

September

- 3 Redlands Invitational – Redlands, California (Tentative)
Mark Covert Classic – Fullerton, California
- 10 Vaquero “CAMPY” Invitational – CAC, Coolidge, AZ
- 17 UCR Invitational – Riverside, California

October

- 1 CSN Invitational – Las Vegas, Nevada
- 15 Highlander Invitational – Riverside, California
- 29 ACCAC Region Conference Championships – Coolidge, AZ

November

- 12 NJCAA XC Nationals – Tallahassee, Florida

TOCC Board of Trustees Regular Meeting

August 11, 2022

ADDENDUMS & ADDED AGENDA ITEMS

August 2022 Resource List – Human Resources August 2022 BOT Report

Revisions to the Gewkdag Scholarship

Reclassification of the Head Athletic Coach to the Athletic and Wellness Manager & Reclassification of Assistant Athletic Coach to Wellness Program Coordinator

Revision / Additions to Finance and Policies and Procedures / Grant Manual

TOHONO O'ODHAM COMMUNITY COLLEGE

TO: BOARD OF TRUSTEES
THRU: PAUL ROBERTSON, PRESIDENT
FROM: SONYA JUAN, HUMAN RESOURCES DIRECTOR
SUBJECT: **AGENDA ITEM**— **AUGUST 2022 RESOURCE LIST**
DATE: 08/09/2022
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

July 2022

New Hires:

Name	Position	Date
Roberta Ramon	Assistant Cook	7/29/2022
	Ms. Roberta Ramon was Manager for I-Hope Medical Transportation for three years and Assistant Cook with Laughing Lizard Catering for four years.	
Jenny Narcho	Language Specialist	7/31/2022
	<p>Ms. Jenny Narcho was Ophthalmology Specialist with University of Arizona for one year and six months. She was Head start manager with Tohono O'odham Early Childhood for fifteen years and four months. Ms. Jenny was Acting Principal with Santa Rosa Day School for six years and 10 months.</p> <p>Ms. Narcho earned an Associates in Child Development Preschool Option from Pima Community College and Child Development Associates of Applied Science from Tohono O'odham Community College. Ms. Jenny has a Certificate in Child Development and Language Teacher Certification in the Tohono O'odham Language from Tohono O'odham Nation Education Department.</p>	
Rebecca Valentine	Data Entry Clerk with Tohono O'odham Nation Head Start Program	8/03/2022
	<p>Ms. Rebecca Valentine was Data Entry Clerk with Tohono O'odham Nation Gaming Office for eight months and she was PC Technician with Tohono O'odham Nation Department of Information & Technology for two years and eight months. Ms. Valentine was Family & Community Representative Start Program for six months and she was detailed Disability Specialist for seven months, Disabilities Coordinator for eight months, and Vocational Rehabilitation Specialist for a year and seven months with Tohono O'odham Nation Vocational Rehabilitation Program. Ms. Rebecca was Family & Community Specialist for four years and 11 months and Health Specialist with Tohono O'odham Head Start Program for two years. She was Census Field Supervisor with United States Census Bureau for one year and seven months combined.</p> <p>Ms. Rebecca Valentine earned her Associate of Arts Microcomputer Networking from AIBT.</p> <p>She received Certificate, Basic Social Services from Tohono O'odham Community College, Certificate Software Application from Chaparral College, Certificate, Early Childhood Education from Central Arizona College, and Certificate, Management Information System from Tohono O'odham Nation Skill Center.</p>	
Earlton Anhill	Electrical Apprentice Instructor	8/09/2022
	Mr. Earlton Anhill was a Small Business Owner, Farrier Services for two years and seven months, and he was Electrician for twelve years with Parsons Electric, Sturgeon Electric, Stark Electric, Sabino Electric, Rosendin Electric and Ashton Co.	

	Mr. Anhill earned his Associate of Art, Social Work from Tohono O'odham Community College and he was formerly Certified Journeyman Inside Wireman.	
June Starr	Technical Support Manager	08/15/2022
	<p>Ms. June Starr was Financial Aid Specialist for one year and seven months and Student Success Specialist for one year and one month combined with Tohono O'odham Community College. She was Vocational Rehabilitation Coordinator for six months with Tohono O'odham Nation Education Department. Ms. June was Recreation Center Program Coordinator for seven months with Tohono O'odham Nation Education Department. She was Children's Program Diversion Specialist for 10 months with Tohono O'odham Justice Center. Ms. June was Information & Technology Support Specialist for one year and seven months with Tohono O'odham Nation and she was Information & Technology Project/Support, Coordinator for five years and 11 months with Desert Diamond Casino.</p> <p>Ms. June Starr earned her Bachelor of Art, Elementary Education from University of Arizona. Associates of Art, Liberal Arts from Tohono O'odham Community College and Associates of Science, Administrative Assistant from Chaparral College.</p>	
Dwayne Manuel	Art Instructor	08/08/2022
	<p>Mr. Dwayne Manuel is Adjunct Instructor for TOCC since August 2018. He was Graduate Teaching Assistant for University of Arizona School of Art for one year and three months combined. He was Art Teacher with Salt River High School for 11 months. Mr. Manuel was Art Instructor with Labor of Love Mural Arts Program for At Risk Youth for a year and four months combined.</p> <p>Mr. Dwayne Manuel earned Masters of Fine Arts from University of Arizona School of Art and Bachelors in Fine Arts from Institute of American Indian Arts, Santa Fe, New Mexico.</p>	

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

Administrative/Faculty/Exempt

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
Carpentry Instructor	Apprentice Prog.	1	1			1		8/9/2022	1	1	07/20/2022	1		Position filled 08/09/2022
Dean of Student Services	Pres.	8		8		1	7	7/1/2022		8				Pending Start date
Dual-Enrollment Coordinator	Edu.	0												Continue to advertise
Language Specialist	Edu.	6	1	1	1	1	1	7/1/2022	1	1	6/16/22	1		Position filled 7/31/22
Office Coordinator	Apprentice Prog.	3	2	1	1	2	1	6/28/2022	3		6/29/22 &6/30/22			Position filled 7/12/22
Office Coordinator	Operations	0						6/30/2022						Position filled 7/21/22
Restaurant Manager Instructor	Sustain.	0						6/30/2022	1	1	7/11/22		1	Continue to advertise
Student Success Coordinator	Educaon	3		3		3	3	8/9/2022		3				Continue to advertise
Phoenix Center Director	Stu Svs	10		10		10	10	8/9/2022	5		07/15/22		1	Pending additional interviews
Plumbing Apprentice Instructor	Apprentice Prog.	1	1			1		8/9/2022	1		08/09/2022			Pending interview
Pre-College GED Instructor	Workforce Comm. Develp.	4		4		2	2	8/9/2022	2					Pending interview
Principal Accountant	Spec. Proj.	0												Continue to advertise
Technical Support Manager	Sustain.	1	1			1		6/29/2022	1		7/11/22			Tentative start date 08/15/22

Updated 8/9/22

Tohono O'odham Community College
Employment Vacancy Activity Log
July 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	08/09/2022	2		07/22/2022	1	1	Pending background check
Assistant Cook	Stud Life	1	1			1		6/28/2022	3		6/17/2022	1	2	Position filled 07/29/2022
Data Entry Clerk	Stu. Svs.	8	4	4		4	4	7/1/2022	4	4	6/28/2022	1	3	Position filled 08/03/2022
IT Support Technician I	Sustain	3	3			3		6/30/2022	3		7/11/2022			Position filled 7/25/2022
Payroll Technician	Finance	0						08/09/2022	1		07/12/2022		1	Pending interview
Project Specialist	Lang Center	0						08/09/2022	2		08/09&11/ 2022			Pending additional interview

TOCC EMPLOYEE STATISTICS (August 2022)

FULL TIME POSITIONS

	<u>Numbers</u>	<u>Percentages</u>
Full-time positions:	<u>107</u>	-
Filled Positions	90	84%
Vacant Positions	17	16%
Female	52	58%
Male	38	42%
Ethnicity		
Tohono O'odham	59	66%
Native American Other	5	6%
Hispanic	4	4%
White	12	13%
Black	5	6%
Asian	2	2%
Regular Staff	89	
Filled	74	83%
Vacant	15	17%
Instructors Positions	18	
Filled	16	89%
Vacant	2	11%
Commuters	47	52%

PART-TIME & TEMP POSITIONS

	<u>Numbers</u>	<u>Percentages</u>
Part-time & Temp positions:	19	
Filled Positions	12	63%
Vacant Positions	7	37%
Female	9	75%
Male	3	25%
Ethnicity		
Tohono O'odham	5	42%
Native American Other	1	8%
Hispanic	0	0%
White	2	17%
Black	0	0%
Asian	0	0%
Commuters	7	58%
Local	4	33%



Evan Thomas <ethomas@tocc.edu>

Gewkdag Info

2 messages

Ofelia Zepeda <ozepeda@tocc.edu>
To: Evan Thomas <ethomas@tocc.edu>

Thu, Aug 11, 2022 at 9:11 AM

Evan,

S-ke:g si'alig! Here is the requested document.

Thanks,
Ofelia "Liz" Zepeda, MLIS
Library Director/Interim Student Services Dean
Click here for our Ready Reference Site: [O'ohana Ki](#):
Tohono O'odham Kekel Ha-Maşcamakuđ
520.479.2300 ext 1227



Gewkdag Scholarship_OZEDITS.docx
19K

Evan Thomas <ethomas@tocc.edu>
To: Ofelia Zepeda <ozepeda@tocc.edu>

Thu, Aug 11, 2022 at 9:13 AM

Thank you!

[Quoted text hidden]

Tohono O'odham Community College

Gewkdag Scholarship Guidelines

Background

The Gewkdag Scholarship was initiated in fall semester 2016. The purpose then and now is to provide encouragement and support to recent Native American high school graduates and GED recipients who decide to enroll at Tohono O'odham Community College (TOCC) within a year of graduating or earning their GED certificates.

A. Eligibility: Meet all of the following criteria:

- Graduate from High school or earn a GED within one year of enrolling at TOCC;
- Native American tribal membership;
- Enroll as a full-time student at TOCC (12 credits or more)

B. Scholarship details:

- 1) Free tuition and fees for 12 or more credits plus \$250 toward the cost of books and supplies for ~~either~~ both the fall or spring semesters.
- 2) If a participating student earns a 2.0 overall GPA for 12 or more credits during the first semester as a Gewkdag Scholarship recipient, she/he will be eligible for free tuition and fees, plus \$250 toward cost of books and supplies for the semester immediately following that semester.
- 3) Interested students should fill out the application form for the Gewkdag Scholarship during their registration process.
- 4) The scholarship can remain in effect until a student graduates from TOCC if a student remains in good standing by maintaining an overall GPA of 2.0 and carrying at least 12 credits a semester until graduation.

Updated June 25, 2019

TOHONO O'ODHAM COMMUNITY COLLEGE

TO: BOARD OF TRUSTEES
THRU: PAUL ROBERTON, PRESIDENT
FROM: SYLVIA HENDRICKS, DIRECTOR OF STUDENT LIFE
SUBJECT: RECLASSIFICATION OF HEAD ATHLETIC COACH POSITION TO
"ATHLETIC AND WELLNESS MANAGER"
DATE: AUGUST 8, 2022
CC: SONYA JUAN, HUMAN RESOURCE DIRECTOR

Background: TOCC has had the Head Athletic Coach position since November of 2017, almost 5 years ago who was the head coached the JEGOS Basketball team and oversaw the Athletic Program. Then when the Basketball program changed and we focused on a Cross Country Team and the Health and Wellness initiative this position continued to be referred to as the Head Athletic Coach. The Head Athletic Coach continued with the NJCAA reports and other national reporting, recruitment, the Athletic budget, scheduling, promoting the Wellness Program and the Cross Country team/program. Then with the change to online courses, meetings and working remotely and the change to the Athletic Program to the focus on Health & Wellness and the building of the Apedag Ki: (Wellness Center) for the college. The Athletic Department which included working with the Assistant Coach on online wellness presentations on providing students and staff Healthy practices from food to exercising. Along with continues duties, working with the Archery Coach on getting the Archery reestablished for students, and focusing on getting the Apedag Ki; up and running for TOCC, and the community.

Justification: The reclassification for an Athletic and Wellness Manager is needed and will be a positive addition to the college as we grow and continue to go to great lengths in promoting Health and Wellness throughout the college and the nation and continue Athletics for the students and the community. The Athletic and Wellness Manager will focus on providing this service for students and staff with the new Job Description focusing on this and the setup, coordination of programs and maintaining of the TOCC Apedag Ki:, Athletics, Health and Wellness along with continued contacts with the community on and off the reservation.

Action Requested: Request Board of Trustees approval for the Reclassification of an Athletic and Wellness Manager.

Recommendation: President recommends approval.



TOHONO O'ODHAM COMMUNITY COLLEGE JOB ANNOUNCEMENT

Job Title: ~~Head Athletic Coach~~ Athletic and Wellness Manager

Reports To: Director of Student Life

Status: Full-time/ Regular/ Exempt

Salary: ~~\$43,000 – \$56,000 annual~~ \$57,000 (DOE)

SUMMARY: Tohono O'odham Community College (TOCC) is seeking ~~a/an Head Athletic Coach (Head Coach)~~ Athletic and Wellness Manager. The ~~Head Coach~~ Athletic and Wellness Manager will direct, lead and oversee ~~coaching and instructing duties for entire operation of the Health and Wellness Program along with the~~ TOCC sports programs including sports that may be developed. The ~~Head Coach is charged~~ The Athletic and Wellness Manager will also oversee and manage the operations of the TOCC Apidaq K8i: (Wellness Center) and will also be in charge of with working with other TOCC staff and faculty toward developing a program that promotes academic success and personal growth.

~~The Head Coach will recruit student athletes within the TOCC catchment area and beyond, primarily within the desert southwest,~~ The Athletic and Wellness Manager will supervise the Wellness Program Coordinator or coaching staff, and will be expected to support the core values of the College, namely the T-So:son (Our Core Values). Those are T-Wohocudadag – Our Beliefs, T-Apedag – Our Well-Being, T-Pi:k Elida – Our Deepest Respect, and I-We:mta – Working Together.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- ~~■ Manage and oversee athletic staff~~ Supervise the Wellness and Athletic Program staff;
- Coordinate all aspects of the TOCC Athletic & Wellness programs including purchasing and inventory of equipment, maintaining spending within budget, updating of player and team stats on the NJCAA website, conducting media relations, and reporting to ensure compliance with Title IX, NJCAA, Federal, state and Tohono O'odham Nation rules and regulations;
- ~~Assist in~~ Coordinate, develop and ~~leading a~~ a comprehensive wellness program;
- Develop or coordinate fitness and wellness programs or services;
- Manage and oversee for maintenance of fitness equipment and facilities, ensuring safe and clean facilities and equipment;
- Operate, and instruct others in, proper operation of fitness equipment, such as weight machines, exercise bicycles, benches, hand weights, and fitness assessment devices
- Maintain good relations with the community, state, and conference organizations to include attendance at regional meetings;
- Supervise fitness or wellness workers, such as fitness instructors, recreation workers, nutritionists, and health educators

- Coordinate scheduling of meets, events and practices;
- Develop an athletics and wellness program budget, review and control expenditures through the College's data management system (Jenzabar), and design and implement fund raising activities;
- Oversee and participate in the recruitment and retention of student athletes with high academic and physical standards;
- Maintain good relations with the community, state, and conference organizations to include attendance at regional meetings.
- Work nights and weekends as required;
- Be able to teach physical education and/or conduct intra-mural sports activities;
- Perform other duties of a similar nature or level.
- Travel with teams, be responsible for team conduct on trips, return vehicles in good order, keep receipts of all monetary transactions and provide appropriate backup for all requisitions in a timely manner

TRAINING AND EXPERIENCE:

Minimum Qualifications:

- Bachelor's degree from an accredited college or university;
- Two years coaching and training experience in high school or an institution of higher learning;
- Teaching experience preferred;
- A combination of education and experience will be considered.

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

- Bachelor degree in a field directly relevant to coaching and Health and Wellness;
- Ability to speak and understand O'odham and/or Spanish;
- Knowledge and understanding of the history and contemporary issues facing Native peoples;
- Experience working with Native American communities;
- Experience and understanding of budgets and fiscal responsibilities.

LICENSING REQUIREMENTS:

- Valid Arizona Driver's license with no DUI's or major traffic offenses within the past three years;
- Must successfully pass a background check and finger print clearance;
- Obtain First Aid and CPR certification within three months of hire.

KNOWLEDGE:

- Managerial principles and practices;
- Applicable federal, state, and local laws and regulations;
- Policy and procedure development and implementation;
- Research methods as they apply to competitive sports;
- Budgeting principles.

SKILLS:

- Direct, monitor, administer, and evaluate athletic, fitness & wellness programs;
- Work effectively in a team environment;
- Develop sports and wellness programs in accord with the College's mission and purposes;
- Teach fundamental skills and develop and motivate student-athletes on and off the court;
- Develop and teach courses in physical education;
- Interpret and apply applicable laws, rules, and regulations, to include NJCAA by-laws and guidelines;
- Establish solid working relationships between TOCC and other colleges;
- Prepare and compose a variety of reports, records, and correspondence;
- Manage and administer program budgets.

WORK ENVIRONMENT:

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

BENEFITS:

Tohono O'odham Community 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 two (2) references (name, position, organization and work phone numbers), two (2) letters of recommendation dated within the past twelve months, and a letter of interest. 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 DD 214 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

"This institution is an equal opportunity provider and employer."

Updated: 9/2/21 sdo



TOHONO O'ODHAM COMMUNITY COLLEGE JOB ANNOUNCEMENT

Job Title: Athletic and Wellness Manager

Reports To: Director of Student Life

Status: Full-time/ Regular/ Exempt

Salary: \$57,000 Annual

SUMMARY: Tohono O'odham Community College (TOCC) is seeking an Athletic and Wellness Manager. The Athletic and Wellness Manager will direct, lead and oversee the entire operation of the Health and Wellness Program along with the TOCC sports programs including sports that may be developed. The Athletic and Wellness Manager will also oversee and manage the operations of the TOCC Apidag Ki: (Wellness Center) and will also be in charge of working with other TOCC staff and faculty toward developing a program that promotes academic success and personal growth.

The Athletic and Wellness Manager will supervise the Wellness Program Coordinator or coaching staff, and will be expected to support the core values of the College, namely the T-Şo:şon (Our Core Values). Those are T-Wohocudadag – Our Beliefs, T-Apedag – Our Well-Being, T-Pi:k Elida – Our Deepest Respect, and I-We:mta – Working Together.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Supervise Wellness and Athletic Program staff;
- Coordinate all aspects of the TOCC Athletic & Wellness programs including purchasing and inventory of equipment, maintaining spending within budget, updating of player and team stats on the NJCAA website, conducting media relations, and reporting to ensure compliance with Title IX, NJCAA, Federal, state and Tohono O'odham Nation rules and regulations;
- Coordinate, develop and leading in developing a comprehensive wellness program;
- Develop or coordinate fitness and wellness programs or services;
- Manage and oversee for maintenance of fitness equipment and facilities, ensuring safe and clean facilities and equipment;
- Operate, and instruct others in, proper operation of fitness equipment, such as weight machines, exercise bicycles, benches, hand weights, and fitness assessment devices
- Maintain good relations with the community, state, and conference organizations to include attendance at regional meetings;
- Supervise fitness or wellness workers, such as fitness instructors, recreation workers, nutritionists, and health educators
- Coordinate scheduling of meets, events and practices;
- Develop an athletic and wellness program budget, review and control expenditures through the College's data management system (Jenzabar), and design and implement fund raising activities;

- Oversee and participate in the recruitment and retention of student athletes with high academic and physical standards;
- Maintain good relations with the community, state, and conference organizations to include attendance at regional meetings.
- Work nights and weekends as required;
- Be able to teach physical education and/or conduct intra-mural sports activities;
- Perform other duties of a similar nature or level.
- Travel with teams, be responsible for team conduct on trips, return vehicles in good order, keep receipts of all monetary transactions and provide appropriate backup for all requisitions in a timely manner

TRAINING AND EXPERIENCE:

Minimum Qualifications:

- Bachelor's degree from an accredited college or university;
- Two years coaching and training experience in high school or an institution of higher learning;
- Teaching experience preferred;
- A combination of education and experience will be considered.

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

- Bachelor degree in a field directly relevant to coaching and Health and Wellness;
- Ability to speak and understand O'odham and/or Spanish;
- Knowledge and understanding of the history and contemporary issues facing Native peoples;
- Experience working with Native American communities;
- Experience and understanding of budgets and fiscal responsibilities.

LICENSING REQUIREMENTS:

- Valid Arizona Driver's license with no DUI's or major traffic offenses within the past three years;
- Must successfully pass a background check and finger print clearance;
- Obtain First Aid and CPR certification within three months of hire.

KNOWLEDGE:

- Managerial principles and practices;
- Applicable federal, state, and local laws and regulations;
- Policy and procedure development and implementation;
- Research methods as they apply to competitive sports;
- Budgeting principles.

SKILLS:

- Direct, monitor, administer, and evaluate athletic, fitness & wellness programs;
- Work effectively in a team environment;
- Develop sports programs in accord with the College's mission and purposes;

- Teach fundamental skills and develop and motivate student-athletes on and off the court;
- Develop and teach courses in physical education;
- Interpret and apply applicable laws, rules, and regulations, to include NJCAA by-laws and guidelines;
- Establish solid working relationships between TOCC and other colleges;
- Prepare and compose a variety of reports, records, and correspondence;
- Manage and administer program budgets.

WORK ENVIRONMENT:

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

BENEFITS:

Tohono O'odham Community 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 two (2) references (name, position, organization and work phone numbers), two (2) letters of recommendation dated within the past twelve months, and a letter of interest. 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 DD 214 Form to:

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Attention: Human Resources
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SELLS, AZ 85634
VOICE (520) 383-0049
FAX (520) 383-0029

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Updated: 9/2/21 sdo

TOHONO O'ODHAM COMMUNITY COLLEGE

TO: BOARD OF TRUSTEES
THRU: PAUL ROBERTON, PRESIDENT
FROM: SYLVIA HENDRICKS, DIRECTOR OF STUDENT LIFE
SUBJECT: RECLASSIFICATION OF ASSISTANCE ATHLETIC COACH POSITION TO
 "WELLNESS PROGRAM COORDINATOR"
DATE: JULY 19, 2022
CC: SONYA JUAN, HUMAN RESOURCE DIRECTOR

Background: TOCC has had the Assistant Coach position since November of 2017, almost 5 years ago who assisted the Head Coach with the sport of the Basketball team and Athletic Program. Then when the Basketball program changed and we focused on a Cross Country Team. The Assistant Coach assisted with the NJCAA reports, recruitment, Athletic budget, scheduling, promoting etc. Then with the change to online courses, meetings and working remotely and the change to the Athletic Program to the focus on Health & Wellness and the building of the Ape dag Ki: (Wellness Center) for the college the Athletic Department which included the Assistant Coach worked on online wellness presentation on providing students and staff Healthy practices from food to exercising. Along with continues duties alongside the Head Coach. With the focus of getting the Ape dag Ki; up and running for TOCC, and the community.

Justification: The reclassification for a Wellness Program Coordinator is needed and will be a positive addition to the college as we grow and continue to go to great lengths in promoting Health and Wellness throughout the college and the nation. The Wellness Program Coordinator will focus on providing this service for students and staff with the new Job Description focusing on this and the setup, coordination of programs and maintaining of the TOCC Ape dag Ki:

Action Requested: Request Board of Trustees approval for the Reclassification of a Wellness Coordination.

Recommendation: President recommends approval.



TOHONO O'ODHAM COMMUNITY COLLEGE JOB ANNOUNCEMENT

Job Title: ~~Assistant Athletic Coach~~ Wellness Program Coordinator
Reports To: Director of Student Life
Status: Full-time/ Regular/ Exempt
Salary: ~~\$35,000 – \$45,000~~ annual (DOE) **\$40,000 - \$44,000**

SUMMARY: The ~~Assistant Coach~~ **Wellness Program Coordinator** will help direct, lead and oversee **the Wellness Program & building (Apedag Ki) as well administrative,** coaching and ~~instructing instructional~~ duties for TOCC ~~sports- Athletics & Wellness programs & sports including basketball and other sports~~ that may be developed. ~~(TOCC has an interest in developing both archery and cross-country sports but does not offer those at this time.)~~ The ~~Assistant Coach~~ **Wellness Program Coordinator** is charged with working with other TOCC staff and faculty toward developing a program that promotes academic success and personal growth **and overall wellness.**

~~The Assistant Coach will recruit players within the TOCC catchment area and beyond, primarily within the desert southwest, will help supervise the coaching staff, The~~ **Wellness Program Coordinator will organize, create and oversee wellness programs** and will be expected to support the core values of the College, namely the T-Šo:šon (Our Core Values). Those are T-Wohocudadag – Our Beliefs, T-Apedag – Our Well-Being, T-Pi:k Elida – Our Deepest Respect, and I-We:mta – Working Together.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- **Develop and** coordinate ~~all aspects of the TOCCC Basketball program including purchasing and inventory of equipment, maintaining spending within budget, updating of player and team stats on the NJCAA website, conducting media relations, and reporting to ensure compliance with Title IX, NJCAA, Federal, state and Tohono O'odham Nation rules and regulations;~~ **fitness and wellness programs or services;**
- Assist in ~~coordinating the scheduling of games, tournaments, and practices~~ **leading a comprehensive wellness program;**
- Assist in the development of an athletics/**wellness** budget, help review and control expenditures through the College's data management system (Jenzabar), and assist in design and implement fund raising activities;
- ~~Oversee and participate in the recruitment and retention of student athletes with high academic and physical standards~~ **Manage and oversee for maintenance of fitness equipment and facilities, ensuring safe and clean facilities and equipment;**
- **Operate, and instruct others in proper operation of fitness equipment, such as weight machines, exercise bicycles, benches, hand weights, and fitness assessment devices;**
- Maintain good relations with the community, state, and conference organizations to include attendance at regional meetings;

- **Supervise fitness or wellness workers, such as fitness instructors, recreation workers, nutritionists, and health educators;**
- Work nights and weekends as required;
- ~~Participate in the development and implantation of archery, cross country, and other intra-mural sports~~ **Maintain wellness and fitness related schedules, records and reports;**
- Be able to teach physical education and/or conduct intra-mural sports activities;
- Perform other duties of a similar nature or level;
- ~~Travel with teams, be responsible for team conduct on trips, return vehicles in good order, keep receipts of all monetary transactions and provide appropriate backup for all requisitions in a timely manner.~~ **Plans and implements classes, speakers, seminars, personal training, and fitness assessments that promote healthy lifestyles.**

TRAINING AND EXPERIENCE:

Minimum Qualifications:

- Bachelor's degree from an accredited college or university;
- Two years ~~coaching experience in high school or an institution of higher learning~~ **experience in Athletics, Wellness or Exercise Science;**
- Teaching experience preferred;
- A combination of education and experience will be considered.

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

- Bachelor degree in a field directly relevant to coaching;
- Ability to speak and understand O'odham and/or Spanish;
- Knowledge and understanding of the history and contemporary issues facing Native peoples;
- Experience working with Native American communities;
- Experience ~~and understanding of budgets and fiscal responsibilities.~~ **wellness program development.**

LICENSING REQUIREMENTS:

- Valid Arizona Driver's license with no DUI's or major traffic offenses within the past three years;
- Must successfully pass a background check and finger print clearance;
- Obtain First Aid and CPR certification within three months of hire.

KNOWLEDGE:

- ~~Fundamentals of basketball;~~
- Managerial principles and practices;
- Applicable federal, state, and local laws and regulations;
- Policy and procedure development and implementation;
- Research methods as they apply to competitive sports;
- Budgeting principles;
- Manage and administer program budgets.

SKILLS:

- Direct, monitor, administer, and evaluate athletic & wellness programs;
- Work effectively in a team environment;
- Develop ~~basketball~~ **sports** and ~~other sports~~ **wellness** programs in accord with the College's mission and purposes;
- ~~Teach fundamental skills and develop and motivate student-athletes on and off the court;~~
- Develop and teach courses in physical education;
- Interpret and apply applicable laws, rules, and regulations, to include NJCAA by-laws and guidelines;
- Establish solid working relationships between TOCC and other colleges;
- Prepare and compose a variety of reports, records, and correspondence.

WORK ENVIRONMENT:

TOCC is a tribal college located on the Tohono O'odham Nation, 60 miles west of Tucson. The ~~Assistant Coach~~ **Wellness Program Coordinator** will work closely with members of the Tohono O'odham Nation within a multicultural setting.

BENEFITS:

Tohono O'odham Community 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 two (2) references (name, position, organization and work phone numbers), two (2) letters of recommendation dated within the past twelve months, and a letter of interest. 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 DD 214 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

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BOT Approved: 9/14/17
Updated: 9/2/21 sdo



TOHONO O'ODHAM COMMUNITY COLLEGE JOB ANNOUNCEMENT

Job Title: Wellness Program Coordinator
Reports To: Director of Student Life
Status: Full-time/ Regular/ Exempt
Salary: \$40,000 - \$44,000 annual (DOE)

SUMMARY: The Wellness Program Coordinator will assist, lead and oversee the Wellness Program & building (Apedag KI) as well administrative, coaching and instructional duties for TOCC Athletic & Wellness programs & sports that may be developed. The Wellness Program Coordinator is charged with working with other TOCC students, staff and faculty toward developing a program that promotes academic success, personal growth and overall wellness.

The Wellness Program Coordinator will organize, create and oversee wellness programs and will be expected to support the core values of the College, namely the T-Şo:şon (Our Core Values). Those are T-Wohocudadag – Our Beliefs, T-Apedag – Our Well-Being, T-Pi:k Elida – Our Deepest Respect, and I-We:mta – Working Together.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Develop and coordinate fitness and wellness programs or services;
- Assist in leading a comprehensive wellness program;
- Assist in providing a safe and welcoming environment for students and staff;
- Assist in the development of an athletics/wellness budget, help review and control expenditures through the College's data management system (Jenzabar), and assist in design and implement fund raising activities;
- Manage and oversee for maintenance of fitness equipment and facilities, ensuring safe and clean facilities and equipment;
- Operate, and instruct others in, proper operation of fitness equipment, such as weight machines, exercise bicycles, benches, hand weights, and fitness assessment devices
- Maintain good relations with the community, state, and conference organizations to include attendance at regional meetings;
- Supervise fitness or wellness workers, such as fitness instructors, recreation workers, nutritionists, and health educators
- Work nights and weekends as required;
- Maintain wellness and fitness related schedules, records or reports;
- Be able to teach physical education and/or conduct intra-mural sports activities;
- Perform other duties of a similar nature or level;
- Plans and implements classes, speakers, seminars, personal training, and fitness assessments that promote healthy lifestyles.

TRAINING AND EXPERIENCE:

Minimum Qualifications:

- Bachelor's degree from an accredited college or university;

- Two years' Experience in Athletics, Wellness or Exercise Science;
- Teaching experience preferred;
- A combination of education and experience will be considered.

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

- Bachelor degree in a field directly relevant to coaching, health or physical education, psychology, counseling, social work or related field;
- Ability to speak and understand O'odham and/or Spanish;
- Knowledge and understanding of the history and contemporary issues facing Native peoples;
- Experience working with Native American communities;
- Experience in wellness program development

LICENSING REQUIREMENTS:

- Valid Arizona Driver's license with no DUI's or major traffic offenses within the past three years;
- Must successfully pass a background check and finger print clearance;
- Obtain First Aid and CPR certification within three months of hire.

KNOWLEDGE:

- Managerial principles and practices;
- Applicable federal, state, and local laws and regulations;
- Policy and procedure development and implementation;
- Research methods as they apply to competitive sports;
- Budgeting principles;
- Manage and administer program budgets.

SKILLS:

- Direct, monitor, administer, and evaluate athletic & wellness programs;
- Work effectively in a team environment;
- Develop sports and wellness programs in accord with the College's mission and purposes;
- Develop and teach courses in physical education;
- Interpret and apply applicable laws, rules, and regulations, to include NJCAA by-laws and guidelines;
- Establish solid working relationships between TOCC and other colleges;
- Prepare and compose a variety of reports, records, and correspondence.

WORK ENVIRONMENT:

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

BENEFITS:

Tohono O'odham Community 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 two (2) references (name, position, organization and work phone numbers), two (2) letters of recommendation dated within the past twelve months, and a letter of interest. 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 DD 214 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

"This institution is an equal opportunity provider and employer."

BOT Approved: 9/14/17

Updated: 9/2/21 sdo

TOHONO O'ODHAM COMMUNITY COLLEGE

TO: BOARD OF TRUSTEES
THRU: PAUL ROBERTSON, PRESIDENT
FROM: FINANCE
SUBJECT: REVISION/ADDITIONS TO FINANCE AND POLICIES AND
PROCEDURES/GRANT MANUAL
DATE: AUGUST 11, 2022
CC:

Justification: Best practice recommendation is to formalize TOCC's suspension/department procurement policies/procedures in writing as required by the Uniform Guidance.

Recommendation: The President recommends that the Board of Trustees approve the revision/additions to Finance and Operations Policies and Procedures/Grant Manual

Proposed Amendment to TOCC Policies and Procedures:

Recommend on Page 9 after Section 4g:

Allowable and Unallowable Costs

General Policy Statement

The spending of any funds awarded by the federal government to Tohono O'odham Community College ("TOCC") is governed by 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards ("Uniform Guidance"), published by the United States Office of Management and Budget (OMB). The Uniform Guidance describes the principles to be applied in establishing the allowability of certain costs related to federally and other externally-sponsored programs at TOCC. These principles prohibit reimbursement from the federal government for certain unallowable costs.

Unallowable costs must be promptly transferred from the grant and charged to a non-sponsored account. Should you have questions please contact the Sponsored Projects Director.

TOCC may identify other award costs as unallowable based on consideration of:

- The sponsor's policies;
- The award's terms and conditions;
- TOCC's policies and procedures; and
- Facts and circumstances associated with a particular award.

SAMPLE UNALLOWABLE COSTS

- Alcoholic Beverages,
- Bad Debts,
- Contingency Provisions,
- Contributions and Donations
- Entertainment,
- Fines and Penalties,
- Fund Raising Costs,
- Gift Cards,
- Interest on Borrowed Capital,
- Lobbying Costs,
- Social Memberships.

Allowable	Unallowable
Audit Services	Advertising
Budgeting costs	Alcoholic beverages
Communications	Bad debt
Conference grant costs	Certain travel cost (e.g., flying first class)
Consulting services	Entertainment costs
Equipment & other	Fines & penalties
Maintenance & repair costs	Fundraising costs
Meals	Interest
	Lobbying costs

See General Provisions for Selected Items of Cost. Allowable and Unallowable Costs (2 CFR Part 200.420-476).
<https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E/subject-group-ECFRed1f39f9b3d4e72>

Recommend on Page 10 after Section 6c:

Subpart E – Excluded Parties List System (also referred to as Debarment and Suspension)

As recipients of Federal grant funds, TOCC may acquire a variety of commercially available goods or services in connection with a grant-supported project or program. TOCC may use their own procurement procedures that reflect applicable state and local laws and regulations, as long as those procedures conform to the sponsored project.

What is the purpose of the Excluded Parties List System (EPLS)?

The EPLS is a widely available source of the most current information about persons who are excluded or disqualified from covered transactions with a federal agency.

Debarment and Suspension: No purchases shall be made from parties who have been involved in fraud, waste or abuse. The General Service Administration's (GSA) lists the names of parties debarred, suspended, or otherwise excluded by agencies, and contractors declared ineligible under statutory or regulatory authority on the System for Award Management. (The list was formerly known as the EPLS or Excluded Parties List System.) If a grant requires expenditures totaling \$3,000 in a fiscal year from one vendor, it is necessary to complete and document a Debarment and Suspension check on sam.gov before a purchase is made. Please review these procedures and contact the Director of Sponsored Projects for assistance with this process.

<https://sam.gov/content/exclusions>