



**Tohono O'odham Kekel Ha-Maşcamakuđ**

**Board of Trustees Regular Meeting**

**January 13, 2022**

**TOCC Boardroom, Ma:cidag Gewkdag Ki:**

**S-cuk Du'ag Maşcamakuđ**

**In Person & Virtual Meeting**

**Addendums and Added Agenda Items are attached to the end of this document**

***Tohono O'odham Kekel Ha-Maşcamakuł***

Board of Trustees Regular Meeting – January 13, 2022

TOCC Boardroom, Ma:cidag Gewkdag Ki:

S-cuk Du'ag Maşcamakuł

Virtual Meeting – Phone and Internet, 9 a.m., via Zoom

**Agenda*****General Matters***

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***General Matters***

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***Adjournment***

## Tohono O'odham Kekel Ha-Maşcamakuđ

**Board of Trustees Regular Meeting**

Thursday December 09, 2021

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

In Person / Virtual Meeting, 9:00 a.m.

**GENERAL MATTERS**

## 1. Call to Order / Roll Call

The Board of Trustees Meeting was Called to Order at 9:09 a.m. by Chairperson Dr. Ofelia Zepeda.

| Present | Excused<br>Absence | Attendance<br>Time | Board of Trustees:                                    |
|---------|--------------------|--------------------|---|
| X       |                    | 9:09 a.m.          | Dr. Ofelia Zepeda, Chairperson                        |
| X       |                    | 9:09 a.m.          | Bernard Siquieros, Vice-Chairperson                   |
| X       |                    | 9:09 a.m.          | Tony (Anthony) Chana, Secretary                       |
| X       |                    | 9:09 a.m.          | Jonas Robles, Elder Member                            |
| X       |                    | 9:09 a.m.          | Mary Bliss, Member                                    |
| X       |                    | 9:09 a.m.          | Libby (Elizabeth) Francisco, Member                   |
|         |                    |                    | Administration Members                                |
| X       |                    |                    | Paul Robertson, President                             |
| X       |                    |                    | Mario Montes-Helo, Dean for Sustainability            |
| X       |                    |                    | Joann Miguel, Dean of Finance                         |
| X       |                    |                    | Liz (Ofelia) Zepeda, Interim Dean of Student Services |
| X       |                    |                    | Curtis Peterson, Interim Dean of Academics            |
|         |                    |                    | Recorder  |
| X       |                    |                    | Evan Thomas, Special Assistant to the President       |
|         |                    |                    | Guests  |
| X       |                    |                    | Iris Nez, Financial Aid Technician (Temporary)        |
| X       |                    |                    | LeAnn Lopez, Payroll Technician                       |
| X       |                    |                    | Neal Wade, Business Instructor                        |
| X       |                    |                    | Camillus Lopez, Senior Cultural Mentor                |
| X       |                    |                    | Frances Benavidez, Director of Tohono O'odham Studies |
| X       |                    |                    | Jason Post, GIS Instructor                            |
| X       |                    |                    | Anthony Saraficio, Shuttle Driver                     |
| X       |                    |                    | Sharon Ramon, Accounting Technician                   |
| X       |                    |                    | Martha Lee, Consultant                                |
| X       |                    |                    | Ichiban, IT Support Technician I                      |
| X       |                    |                    | Valentine Lee, Lead Security Guard                    |
| X       |                    |                    | Stacy Owsley, Human Resources Director                |
| X       |                    |                    | Andriana Jose, Principal Accountant                   |
| X       |                    |                    | Mickie Widener, Human Resources Assistant             |
| X       |                    |                    | Teresa Newberry, Science Instructor                   |
| X       |                    |                    | Diana Antone, Financial Aid Technician                |
| X       |                    |                    | Ben Jose, Research Assistant                          |
| X       |                    |                    | Ingrid Segundo, Director of Sponsored Projects        |

|   |  |  |  |
|---|--|--|--|
| X |  |  | Michael Moreno, Consultant                             |
| X |  |  | Jay Juan, Chief of Operations                          |
| X |  |  | Justine Romero, Office Coordinator                     |
| X |  |  | Sylvia Hendricks, Director of Student Life             |
| X |  |  | Danny Sestiaga, Special Projects & Initiatives Manager |
| X |  |  | Annamarie Stevens, Transition Coordinator              |
| X |  |  | Pauline Nasewytewa, BCT Program Advisor                |

**Executive Summary: TOCC BOT acted on the following at the December 09, 2021 meeting:**

- Approved the November 18, 2021 TOCC Board of Trustees regular meeting minutes with corrections.
- Approved to require TOCC faculty, staff and students to be COVID-19 tested prior to and upon return from out-of-state college-related business travel.
- Accepted the Human Resources December 2021 Report as presented.
- Approved the Tohono Kosin job descriptions for Restaurant Manager/Instructor with the salary at \$60,000 annually and the Culinary Arts Chef/Instructor as presented.
- Approved the NSF SBE Build and Broaden grant submission as presented.

2. Invocation

Mr. Jonas Robles gave the invocation.

3. Review and Approval of Agenda

The BOT meeting agenda was reviewed and the following changes were made to the New Business items:

- 1. Achieving the Dream – Dr. Steven Schoonmaker & Mr. Miguel Ceja
- 5. Report on Apprenticeship Program moved to Item No. 2.

A motion was made to approve the meeting agenda with the noted changes to the New Business items.

**MOTION:** Motion by Tony Chana, Seconded by Mary Bliss to approve the meeting agenda with the noted changes to the New Business items.

**VOTE:** 6 FOR, 0 OPPOSED, 0 ABSTAIN, 0 ABSENT.

**MOTION APPROVED**

4. Announcements and Upcoming Events

- 2020-21 TOCC Annual Report Review – Evan Thomas, Special Assistant to the President
  - Baboquivari District Council Meeting; December 11, 2021; 8:00 a.m.; Virtual GoToMeeting
  - The joining instructions and draft agenda have been distributed.

5. Minutes from November 18, 2021 regular meeting of the TOCC Board of Trustees.



The ~~red-lined and~~ corrected minutes for the November 18, 2021 ~~TOCC~~ Board of Trustees ~~regular~~ meeting ~~held on November 18, 2021~~ were ~~included in the December 2021 Board Packet and~~ reviewed and accepted

A motion was made to approve the November 18, 2021 TOCC Board of Trustees regular meeting minutes with corrections.

**MOTION:** Motion by Jonas Robles, Seconded by Mary Bliss to approve the November 18, 2021 TOCC Board of Trustees regular meeting minutes with corrections.

**VOTE:** 6 FOR, 0 OPPOSED, 0 ABSTAIN, 0 ABSENT

**MOTION APPROVED**

6. Call to the Audience – None

7. Coronavirus Update – Dr. Paul Robertson, President

TOCC continues to monitor and keep abreast of the Nation & CDC guidelines. All part-time and full-time personnel are 100% vaccinated. There have been no instances of positive tests for COVID-19 at TOCC. Additional Test kits have been ordered.

Incentive for the booster inoculation will be \$300 for all students and staff.

The Cross Country team and coaches ~~are being~~ have tested before they leave for meets and when they get back.

A motion was made to require TOCC faculty, staff and students to be ~~COVID-19~~ tested for COVID-19 prior to and upon return from out-of-state college-related business travel.

**MOTION:** Motion by Mary Bliss, Seconded by Jonas Robles to require TOCC faculty, staff and students to be COVID-19 tested prior to and upon return from out-of-state college-related business travel.

**VOTE:** 6 FOR, 0 OPPOSED, 0 ABSTAIN, 0 ABSENT

**MOTION APPROVED**

## **NEW BUSINESS**

1. Achieving the Dream – Dr. Steven Schoonmaker & Mr. Miguel Ceja

Dr. Schoonmaker and Mr. Ceja gave an overview of how they are helping TOCC ~~with working~~ with students to be successful in their educational endeavors. Their focus has been on using data that can inform actions leading to student success and ~~on discussing~~ future planning of and decision making.

2. Report on Apprenticeship Program – Jay Juan, Chief of Operations

A Powerpoint presentation was viewed and a copy was distributed to the BOT. The application process and individual apprentice files are being updated. The curriculum will continue to be based on NCCER and on providing the needed 144 hours of related instruction per year along with On-the-Job Learning.

The Apprenticeship program ~~was has been~~ approached by the San Isidro Community to assess how ~~they TOCC~~ can assist in the renovation of their church. ~~Meanwhile, t~~The Elderly program is currently on hold.

A motion was made to close the LLC TPT bank accounts and establish new TPT accounts within TOCC, which will bring accounting for the apprenticeship program into the Jenzabar system.

**MOTION:** Motion Bernard Siquieros, Seconded by Jonas Robles to close the LLC TPT bank accounts and establish new TPT accounts within TOCC.

**VOTE:** 6 FOR, 0 OPPOSED, 0 ABSTAIN, 0 ABSENT

**MOTION APPROVED**

### 3. Human Resources Report – Stacy Owsley, Human Resources Director

The Human Resources report for December 2021 was included in the board packet. An Addendum was distributed. Director Owsley reviewed the Resource List.

- The following new hires were present and introduced:
  - Iris Nez, Financial Aid Technician (Temporary)
  - Ichiban, IT Support Technician I
- The following Separations were reported:
  - Robert Wambolt, Director of Operations-LLC
  - Daun Hume, Data Entry Clerk
  - Jiivik Siiki, Phoenix Center Coordinator

The Employment Vacancy Activity Log was reviewed.

A motion was made to accept the Human Resources report for December 2021 as presented.

**MOTION:** Motion by Bernard Siquieros, Seconded by Mary Bliss to accept the Human Resources report for December 2021 as presented.

**VOTE:** 6 FOR, 0 OPPOSED, 0 ABSTAIN, 0 ABSENT

**MOTION APPROVED**

### 4. Request for New Tohono Kosin positions – Dr. Mario Montes-Helu, Dean for Sustainability

- Restaurant Manager/Instructor (RMI)
- Culinary Arts Chef/Instructor

The job descriptions for the ~~two requested~~ positions were reviewed. The culinary arts curriculum is approved and meets the requirements of ~~the~~ HLC. ~~It was requested, m~~Members from the

Nation ~~should~~ be recruited for these positions if possible. The Restaurant Manager position is administrative and will be required to instruct as well as help with food service

A motion was made to approve the Tohono Kosiin job descriptions for Restaurant Manager/Instructor with the salary at \$60,000 annually and the Culinary Arts Chef/Instructor as presented.

**MOTION:** Motion by Bernard Siquieros, Seconded by Mary Bliss to approve the Tohono Kosiin job descriptions for Restaurant Manager/Instructor with the salary at \$60,000 annually and the Culinary Arts Chef/Instructor as presented.

**VOTE:** 6 FOR, 0 OPPOSED, 0 ABSTAIN, 0 ABSENT

**MOTION APPROVED**

5. NSF SBE Build and Broaden Grant Submission – Dr. Jason Post, GIS Instructor

TOCC faculty are collaborating with Archaeology Southwest to develop a Build and Broaden proposal ~~to~~for the NSF ~~Build and Broaden~~ grant program. The ~~TOCC g~~Grant ~~p~~Proposal ~~s~~Submission ~~a~~Authorization documents were included in the December 2021 board packet. Tohono O’odham Nation IRB approval will be sought.

This grant will help bridge the new GIS programs with Natural Resources, Tohono O’odham Studies and other disciplines across the college to include Humanities.

A motion was made to approve the NSF SBE Build and Broaden grant submission as presented.

**MOTION:** Motion by Tony Chana, Seconded by Bernard Siquieros to approve the NSF SBE Build and Broaden grant submission as presented.

**VOTE:** 5 FOR, 0 OPPOSED, 0 ABSTAIN, 1 ABSENT

**MOTION APPROVED**

6. Request for Proposal (RFP) Update, O’odham Language Center – Dr. Paul Robertson, President

The draft RFP for the construction of the O’odham Language Center was received from the Big Fire Law Firm this morning. The president will forward the document via email to the BOT.

7. NTIA, Connecting Minority Communities Pilot Program Final Grant Submission – Informational

The final grant submission documents for the NTIA, CMC Pilot Program were included in the December 2021 board packet. This is for informational purposes.

**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
3. Student Services Division
4. Sustainability, IT, IE, Workforce and Community Development
5. Student Life, Residence Life, Athletics

**GENERAL MATTERS**

8. Executive Session

The BOT excused the attendees and convened for an Executive Session at 12:03 p.m.

ADJOURNMENT – 12:40 p.m.

**MOTION:** Motion by Mary Bliss, Seconded by Jonas Robles to adjourn the December 2021 BOT regular meeting.

**VOTE:** 5 FOR, 0 OPPOSED, 0 ABSTAIN, 1 ABSENT

**MOTION APPROVED**

## Tohono O'odham Kekel Ha-Maşcamakuđ

**Board of Trustees Regular Meeting**

Thursday December 09, 2021

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In Person / Virtual Meeting, 9:00 a.m.

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The Board of Trustees Meeting was Called to Order at 9:09 a.m. by Chairperson Dr. Ofelia Zepeda.

| Present | Excused<br>Absence | Attendance<br>Time | Board of Trustees:                                    |
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|   |  |  |  |
|---|--|--|--|
| X |  |  | Michael Moreno, Consultant                             |
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**MOTION APPROVED**

6. Request for Proposal (RFP) Update, O’odham Language Center – Dr. Paul Robertson, President

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7. NTIA, Connecting Minority Communities Pilot Program Final Grant Submission – Informational

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**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

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5. Student Life, Residence Life, Athletics

**GENERAL MATTERS**

8. Executive Session

The BOT excused the attendees and convened for an Executive Session at 12:03 p.m.

ADJOURNMENT – 12:40 p.m.

**MOTION:** Motion by Mary Bliss, Seconded by Jonas Robles to adjourn the December 2021 BOT regular meeting.

**VOTE:** 5 FOR, 0 OPPOSED, 0 ABSTAIN, 1 ABSENT

**MOTION APPROVED**

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**INTEROFFICE MEMORANDUM**

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**TO: BOARD OF TRUSTEES, TOHONO O'ODHAM COMMUNITY COLLEGE**  
**FROM: MIKE MAINUS - CONTROLLER**  
**DATE**  
**AGENDA ITEM: MONTHLY FINANCIAL REPORTS FOR October 31, 2021**

**EXECUTIVE SUMMARY**

Enclosed are the financial reports for October 2021, as detailed budget reports by department. The format correlates with the audited financial statements, generally accepted accounting principles and internal account structure. October 31, 2021, as follows:

|   |                      |
|---|----------------------|
| * Bank of America, regular operational checking account | \$ 17,705,729        |
| * LLC Cash Available                                    | 287,909              |
| * Bank of America Capital Campaign                      | 6,550                |
| * Bookstore Cash  | 9,628                |
| * Petty Cash  | 100                  |
| Cash and cash equivalents in all accounts               | <u>\$ 18,009,916</u> |

## Investments Follow:

|   |                     |
|---|---------------------|
| * Community Foundation                                | \$ 453,010          |
| * Wells Fargo Securities, Building/Operating Reserves | 1,979,125           |
| Investment total                                      | <u>\$ 2,432,135</u> |

## Other Assets

|                   |                   |               |
|-------------------|-------------------|---------------|
| Buildings         | 10,601,445        | \$ 14,520,513 |
| Student A/R       | 191,450           |               |
| Grants Receivable | 3,367,985         |               |
| Inventory         | 291,621           |               |
| Prepays           | 56,062            |               |
| Other A/R         | 11,950            |               |
|                   | <u>14,520,513</u> |               |

## Total Unrestricted assets

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\$ 34,962,564

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**Recommendation:** The President recommends that the Board of Trustees shall accept the financial report For the Month Ended October 31, 2021

**Operating Cash Balance for October 31, 2021      \$ 6,028,229**

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.

**Tohono O'odham Community College**  
**Statements of Financial Position**  
**October 31, 2021, September 30, 2021, and June 30, 2020 (Audited)**  
**(Intended for internal management purposes only)**

| <b>Assets</b>  | <b>(Unaudited)<br/>October 31<br/>2021</b> | <b>(Unaudited)<br/>September 30<br/>2021</b> | <b>(Audited)<br/>June 30,<br/>2020</b> |
|--|--|--|--|
| Bank of America - operating account                                      | \$ 17,705,729                              | \$ 15,807,677                                | 3,210,085                              |
| Bank of America - capital campaign account                               | 6,550                                      | 6,550  | 6,550                                  |
| Bookstore cash   | 9,628                                      | 8,158  | 1,297                                  |
| Petty cash   | 100  | 100  | 100                                    |
| LLC Checking and Cash on Hand All Accounts                               | 287,909                                    | 287,909                                      | 156,722                                |
| * Student accounts receivable, net of allowance<br>for doubtful accounts | 191,450                                    | 191,450                                      | 243,407                                |
| Contracts and grants receivable  | 3,367,985                                  | 3,367,985                                    | 675,856                                |
| Bookstore inventory  | 291,621                                    | 270,121                                      | 115,222                                |
| Prepaid expenses   | 56,062                                     | 29,323                                       | 23,516                                 |
| Wells Fargo - Building and Operating reserves                            | 1,979,125                                  | 1,970,269                                    | 1,870,043                              |
| Community Foundation of Southern Arizona - endowment                     | 453,010                                    | 453,010                                      | 374,235                                |
| * Land, buildings and equipment, net of<br>accumulated depreciation      | 10,601,445                                 | 10,601,445                                   | 8,530,120                              |
| Other receivables  | 11,950                                     | 11,950                                       | -                                      |
| <b>Total Assets</b>  | <b>\$ 34,962,564</b>                       | <b>\$ 33,005,947</b>                         | <b>\$ 15,207,153</b>                   |
| <b>Liabilities and Net Equity</b>  |  |  |  |
| Accounts payable   | \$ 654,871                                 | \$ 102,468                                   | 458,932                                |
| Salary related payable   | 521,260                                    | 748,952                                      | 408,884                                |
| Deposits/Funds Held for others   | 29,870                                     | 29,870                                       | 36,600                                 |
| Other Payables and Accrued Expenses                                      | 26,003                                     | 35,360                                       | \$ 5,208                               |
| Deferred grant revenue   | 11,146,008                                 | 11,146,008                                   | 1,078,863                              |
| <b>Total Liabilities</b>   | <b>\$ 12,378,012</b>                       | <b>\$ 12,062,658</b>                         | <b>1,988,487</b>                       |
| <b>Equity:</b>   |  |  |  |
| 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                              | 11,778,605                                 | 10,137,342                                   | 2,418,456                              |
| <b>Unrestricted Equity</b>   | <b>\$ 22,445,752</b>                       | <b>\$ 20,804,489</b>                         | <b>\$ 13,085,603</b>                   |
| Temporarily restricted   | \$ 34,847                                  | \$ 34,847                                    | \$ 34,847                              |
| Permanently restricted   | 103,953                                    | 103,953                                      | 98,216                                 |
| <b>Restricted Equity</b>   | <b>\$ 138,800</b>                          | <b>\$ 138,800</b>                            | <b>\$ 133,063</b>                      |
| <b>Total Liabilities and Equity</b>                                      | <b>\$ 34,962,564</b>                       | <b>\$ 33,005,947</b>                         | <b>15,207,153</b>                      |

## \*Recap #1

|   |                   |                   |                |
|---|-------------------|-------------------|----------------|
| * Recap Explained of Net Students Accounts Receivable | October 2021      | September 2021    | \$ June 2020   |
| Accounts Receivable                                   | \$ 278,093        | \$ 278,093        | 349,632        |
| Allowance for Bad Debt                                | (86,643)          | (86,643)          | (201,808)      |
| * Student accounts receivable, net of allowance       | <u>\$ 191,450</u> | <u>\$ 191,450</u> | <u>147,824</u> |

## \*Recap #2

|  |                      |                      |                     |
|--|----------------------|----------------------|---------------------|
| * Recap Explained of Net Net Fixed Assets                      | October 2021         | September 2021       | June 2020           |
| Land Buildings & Equipment                                     | \$ 18,505,138        | \$ 18,505,138        | \$ 14,609,425       |
| Allowance for Depreciation                                     | (7,903,693)          | (7,903,693)          | (6,549,031)         |
| * Land building and Equipment, net of Accumulated Depreciation | <u>\$ 10,601,445</u> | <u>\$ 10,601,445</u> | <u>\$ 8,060,394</u> |

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**TOHONO O'ODHAM COMMUNITY COLLEGE**

**Unrestricted Budget Activity**

**For the Month Ended October 31, 2021**

Tohono O'odham Community College  
Statement of Activities - Budget and Actual  
For the Month Ended October 31, 2021  
(Intended for internal management purposes only)

| <b>UNRESTRICTED OPERATING BUDGET</b>                      | FY 2022                |                  | Budget<br>Variance | Remaining<br>% |
|---|------------------------|------------------|--------------------|----------------|
|   | Year-to-Date<br>Actual | Annual<br>Budget |                    |                |
| <b>Unrestricted revenues:</b>                             |                        |                  |                    |                |
| Tuition and fees  | \$ 40,469              | \$ 91,010        | \$ (50,541)        | -56%           |
| 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     | 2,090                  | 345,000          | (342,910)          | -99%           |
| Unrestricted gifts and donations                          | 730                    | 13,000           | (12,270)           | -94%           |
| Bookstore sales   | 44,307                 | 46,000           | (1,693)            | -4%            |
| LLC Contract  | 23,939                 | 143,633          | (119,694)          | -83%           |
| Miscellaneous income                                      | 12,212                 | 30,000           | (17,788)           | -59%           |
| Total Unrestricted Revenues                               | \$ 7,279,436           | \$ 7,725,158     | \$ (445,722)       | -6%            |
| <b>Unrestricted expenses:</b>                             |                        |                  |                    |                |
| Educational program services:                             |                        |                  |                    |                |
| Instruction   | \$ 554,779             | \$ 1,781,709     | \$ 1,226,930       | 69%            |
| Student services  | 355,390                | 1,154,445        | 799,055            | 69%            |
| Auxiliary enterprises                                     | 111,282                | 452,505          | 341,223            | 75%            |
| Supporting services:                                      |                        |                  |                    |                |
| Academic support  | 89,018                 | 415,969          | 326,951            | 79%            |
| Institutional support w/out Depreciation/Bad Debts        | 634,987                | 1,983,937        | 1,348,950          | 68%            |
| Facility operations and maintenance                       | 260,426                | 1,103,587        | 843,161            | 76%            |
| Sustainability  | 53,311                 | 150,255          | 96,944             | 65%            |
| Cultural Liason   | 27,948                 | 86,988           | 59,040             | 68%            |
| Student Life  | 106,603                | 427,760          | 321,157            | 75%            |
| San Carlos BIE Funds and Tuition and Fees                 | -                      | 463,794          | 463,794            | 100%           |
| Culinary Arts Program                                     | -                      | 61,383           | 61,383             | 100%           |
| Total Unrestricted Expenses                               | \$ 2,193,744           | \$ 8,082,332     | \$ 5,888,588       | 73%            |
| Unrestricted excess (deficiency) w/o Bad Debts/Depreciati | \$ 5,085,692           | \$ (357,174)     | \$ 5,442,866       |                |



**Tohono O'odham Community College**  
**Unrestricted Expenses and Budget by Department**  
**For the Month Ended October 31, 2021**  
**(Intended for internal management purposes only)**

**Note: Remaining Budget Target for  
Operational expenses is 67 %**

|   | <u>Year-to-Date</u> |           | <u>2021 Annual</u> | <u>Remaining</u>    | <u>Remaining</u> |
|---|---------------------|-----------|--------------------|---------------------|------------------|
|   | <u>Actual</u>       |           | <u>Budget</u>      | <u>Budget</u>       | <u>%</u>         |
| <b>INSTRUCTION</b>                        |                     |           |                    |                     |                  |
| <b>Instruction - 1100</b>                 |                     |           |                    |                     |                  |
| Compensation                              | \$ 436,660          | \$        | 1,261,006          | \$ 824,346          | 65%              |
| Employee related expenses                 | 67,687              |           | 292,182            | 224,495             | 77%              |
| Employee tuition waivers/tuition waivers  |                     |           | 1,500              | 1,500               | 100%             |
| Travel and training                       |                     |           | 11,700             | 11,700              | 100%             |
| Mileage                                   |                     |           | 3,800              | 3,800               | 100%             |
| Registrations                             | 236                 |           | 3,800              | 3,564               | 94%              |
| Commuter Allowance                        | 1,215               |           | 3,600              | 2,385               | 66%              |
| Printing                                  |                     |           | 2,000              | 2,000               | 100%             |
| Consultant Fees                           | 800                 |           | 2,800              | 2,000               | 71%              |
| Education Supplies                        | 1,895               |           | 9,000              | 7,105               | 79%              |
| Office supplies                           |                     |           | 9,000              | 9,000               | 100%             |
| Art program Supplies                      | 74                  |           | 15,000             | 14,926              | 100%             |
| Meeting expense                           | 2,138               |           | 3,000              | 862                 | 29%              |
| Subscriptions/Periodicals                 |                     |           | 2,400              | 2,400               | 100%             |
| Furniture & Fixtures                      |                     |           | 5,000              | 5,000               | 100%             |
|   | <u>\$ 510,705</u>   | <u>\$</u> | <u>1,625,788</u>   | <u>\$ 1,115,083</u> | <u>69%</u>       |
| <b>Work Force Comm Development - 1500</b> |                     |           |                    |                     |                  |
| Compensation                              | \$ 34,682           | \$        | 101,856            | \$ 67,174           | 66%              |
| Employee related expenses                 | 8,785               |           | 24,515             | 15,730              | 64%              |
| Travel & Training                         |                     |           | 3,000              | 3,000               | 100%             |
| Mileage                                   |                     |           | 300                | 300                 | 100%             |
| Registrations                             |                     |           | 1,000              | 1,000               | 100%             |
| Commuter Allowance                        | 607                 |           | 1,800              | 1,193               | 66%              |
| Advertising & Promotion                   |                     |           | 3,200              | 3,200               | 100%             |
| Office supplies                           |                     |           | 500                | 500                 | 100%             |
| Meeting Expense                           |                     |           | 1,000              | 1,000               | 100%             |
| Tuition Waivers                           |                     |           | 2,500              | 2,500               | 100%             |
| Contracts/Subcontracts                    | -                   |           | -                  | -                   | 0%               |
| Other Tools and Equipment                 | -                   |           | 2,000              | 2,000               | 100%             |
| Office Equipment                          |                     |           | 6000               | 6000                | 100%             |
|   | <u>\$ 44,074</u>    | <u>\$</u> | <u>147,671</u>     | <u>\$ 103,597</u>   | <u>70%</u>       |
| <b>ABE-GED - 1800</b>                     |                     |           |                    |                     |                  |
| Travel/training/Registrations             | \$ -                | \$        | 5,000              | \$ 5,000            | 100%             |
| 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>\$ -</u>         | <u>\$</u> | <u>8,250</u>       | <u>\$ 8,250</u>     | <u>100%</u>      |
| <b>TOTAL INSTRUCTION</b>                  | <u>\$ 554,779</u>   | <u>\$</u> | <u>1,781,709</u>   | <u>\$ 1,226,930</u> | <u>69%</u>       |

**Tohono O'odham Community College**  
**Unrestricted Expenses and Budget by Department**  
**For the Month Ended October 31, 2021**  
**(Intended for internal management purposes only)**

**Note: Remaining Budget Target for  
Operational expenses is 67 %**

|                                    | <u>Year-to-Date</u> |           | <u>2021 Annual</u> |           | <u>Remaining</u> | <u>Remaining</u> |
|------------------------------------|---------------------|-----------|--------------------|-----------|------------------|------------------|
|                                    | <u>Actual</u>       |           | <u>Budget</u>      |           | <u>Budget</u>    | <u>%</u>         |
| <b>STUDENT SERVICES</b>            |                     |           |                    |           |                  |                  |
| <b>Student services - 5100</b>     |                     |           |                    |           |                  |                  |
| Compensation                       | \$ 186,072          | \$        | 503,696            | \$        | 317,624          | 63%              |
| Employee related expenses          | 46,896              |           | 196,817            |           | 149,921          | 76%              |
| Recruiting                         | 10,037              |           | 18,000             |           | 7,963            | 44%              |
| Employee tuition waivers           |                     |           | 1,000              |           | 1,000            | 100%             |
| Travel and training                | 841                 |           | 30,000             |           | 29,159           | 97%              |
| Mileage                            |                     |           | 750                |           | 750              | 100%             |
| Registrations                      |                     |           | 1,950              |           | 1,950            | 100%             |
| Commuter Allowance                 | 1,215               |           | 3,600              |           | 2,385            | 66%              |
| Graduation                         |                     |           | 8,000              |           | 8,000            | 100%             |
| Printing                           |                     |           | 3,300              |           | 3,300            | 100%             |
| Memberships                        |                     |           | 1,205              |           | 1,205            | 100%             |
| Advertising                        |                     |           | 4,900              |           | 4,900            | 100%             |
| Comm/student events                | 180                 |           | 13,000             |           | 12,820           | 99%              |
| Consultant Fees                    |                     |           | 15,000             |           | 15,000           | 100%             |
| Education supplies                 |                     |           | 2,500              |           | 2,500            | 100%             |
| Office supplies                    | 140                 |           | 4,200              |           | 4,060            | 97%              |
| Meeting expense                    |                     |           | 3,000              |           | 3,000            | 100%             |
| Promotional                        |                     |           | 1,500              |           | 1,500            | 100%             |
| Furniture and Fixtures             | 7,454               |           | 2,600              |           | (4,854)          | 0%               |
| Office Equipment                   |                     |           | 2,148              |           | 2,148            | 100%             |
|                                    | <u>\$ 252,835</u>   | <u>\$</u> | <u>817,166</u>     | <u>\$</u> | <u>564,331</u>   | <u>69%</u>       |
| <b>Financial aid office - 5200</b> |                     |           |                    |           |                  |                  |
| Compensation                       | \$ 53,419           | \$        | 168,848            | \$        | 115,429          | 68%              |
| Employee related expenses          | 15,751              |           | 58,444             |           | 42,693           | 73%              |
| Travel and training                |                     |           | 10,000             |           | 10,000           | 100%             |
| Registrations                      |                     |           | 2,000              |           | 2,000            | 100%             |
| Memberships                        |                     |           | 1,000              |           | 1,000            | 100%             |
| Office supplies                    |                     |           | 2,000              |           | 2,000            | 100%             |
| Promotional                        |                     |           | 2,000              |           | 2,000            | 100%             |
|                                    | <u>\$ 69,170</u>    | <u>\$</u> | <u>244,292</u>     | <u>\$</u> | <u>175,122</u>   | <u>72%</u>       |
| <b>Residence Life - 5400</b>       |                     |           |                    |           |                  |                  |
| Compensation                       | \$ 14,185           | \$        | 41,845             | \$        | 27,660           | 66%              |
| Employee related expenses          | 4,132               |           | 13,507             |           | 9,375            | 69%              |
| Travel and training expense        |                     |           | 1,500              |           | 1,500            | 100%             |
| Mileage                            |                     |           | 200                |           | 200              | 100%             |
| Registration expenses              |                     |           | 400                |           | 400              | 100%             |
| Communications                     |                     |           | 635                |           | 635              | 100%             |
| Memberships                        |                     |           | 300                |           | 300              | 100%             |
| Advertising                        |                     |           | 300                |           | 300              | 100%             |
| Comm/student events                |                     |           | 3,500              |           | 3,500            | 100%             |
| Office supplies                    |                     |           | 600                |           | 600              | 100%             |
| Meeting Expense                    |                     |           | 1,000              |           | 1,000            | 100%             |
| Custodial Expenses                 | 17                  |           | 3,000              |           | 2,983            | 99%              |
| Subscriptions/periodicals          |                     |           | 3,000              |           | 3,000            | 100%             |
| Stipends                           |                     |           | 5,000              |           | 5,000            | 100%             |
| Furniture & Fixtures               | 15,051              |           | 17,200             |           | 2,149            | 12%              |
|                                    | <u>33,385</u>       | <u>\$</u> | <u>91,987</u>      | <u>\$</u> | <u>58,602</u>    | <u>64%</u>       |



**Tohono O'odham Community College**  
**Unrestricted Expenses and Budget by Department**  
**For the Month Ended October 31, 2021**  
**(Intended for internal management purposes only)**

**Note: Remaining Budget Target for  
Operational expenses is 67 %**

|                                    | <u>Year-to-Date</u> |              | <u>2021 Annual</u> | <u>Remaining</u> | <u>Remaining</u> |
|------------------------------------|---------------------|--------------|--------------------|------------------|------------------|
|                                    | <u>Actual</u>       |              | <u>Budget</u>      | <u>Budget</u>    | <u>%</u>         |
| <b>Student senate - 1410</b>       |                     |              |                    |                  |                  |
| Office supplies                    |                     |              | 400                | 400              | 100%             |
| Meeting expense                    | \$ -                | \$ 600       | \$ 600             | \$ 600           | 100%             |
|                                    | \$ -                | \$ 1,000     | \$ 1,000           | \$ 1,000         | 100%             |
|                                    |                     |              |                    | -                |                  |
| <b>TOTAL STUDENT SERVICES</b>      | \$ 355,390          | \$ 1,154,445 | \$ 799,055         | 69%              |                  |
| <b>AUXILIARY ENTERPRISES</b>       |                     |              |                    |                  |                  |
| <b>Athletics - 5300</b>            |                     |              |                    |                  |                  |
| Compensation                       | \$ 35,887           | \$ 105,690   | \$ 69,803          | 66%              |                  |
| Employee related expenses          | 11,801              | 37,115       | 25,314             | 68%              |                  |
| Recruiting Expense                 |                     | 2,000        | 2,000              | 100%             |                  |
| Travel                             |                     | 6,000        | 6,000              | 100%             |                  |
| Machinery/Equipment Repairs        | 79                  | 7,000        | 6,921              | 99%              |                  |
| Vehicle Rental                     |                     | 4,000        | 4,000              | 100%             |                  |
| Fuel                               | 62                  | 1,500        | 1,438              | 96%              |                  |
| Hotel                              |                     | 3,500        | 3,500              | 100%             |                  |
| Uniform/Retail Purchases           |                     | 8,000        | 8,000              | 100%             |                  |
| Meals                              | 2,124               | 6,500        | 4,376              | 67%              |                  |
| Memberships                        | 7,901               | 9,000        | 1,099              | 12%              |                  |
| Advertising & Promotion            | 1,258               | 8,000        | 6,742              | 84%              |                  |
| Consultant Fees                    |                     | 5,000        | 5,000              | 100%             |                  |
| On Travel Medical                  |                     | 3,000        | 3,000              | 100%             |                  |
| Other Professional Fees            | 2,045               | 3,000        | 955                | 32%              |                  |
| Office Supplies                    | 94                  | 2,500        | 2,406              | 96%              |                  |
| Tuition Waivers                    |                     | 25,000       | 25,000             | 100%             |                  |
| Contracts/Subcontracts             | 7,002               | 18,000       | 10,998             | 61%              |                  |
| Program Supplies                   | 3,389               | 18,000       | 14,611             | 81%              |                  |
| Archery Expense                    | 326                 | 7,000        | 6,674              | 95%              |                  |
|                                    | 71,968              | 279,805      | 207,837            | 74%              |                  |
| <b>Bookstore - 9100</b>            |                     |              |                    |                  |                  |
| Compensation                       | \$ 25,327           | \$ 72,023    | \$ 46,696          | 65%              |                  |
| Employee related expenses          | 13,987              | 23,377       | 9,390              | 40%              |                  |
| Cost of Goods Sold-Retail          |                     | 60,000       | 60,000             | 100%             |                  |
| Office supplies                    |                     | 4,300        | 4,300              | 100%             |                  |
| Promotional                        |                     | 13,000       | 13,000             | 100%             |                  |
|                                    | \$ 39,314           | \$ 172,700   | \$ 133,386         | 77%              |                  |
| <b>TOTAL AUXILIARY ENTERPRISES</b> | \$ 111,282          | \$ 452,505   | \$ 341,223         | 75%              |                  |

**Tohono O'odham Community College**  
**Unrestricted Expenses and Budget by Department**  
**For the Month Ended October 31, 2021**  
**(Intended for internal management purposes only)**

**Note: Remaining Budget Target for  
Operational expenses is 67 %**

|                                | <u>Year-to-Date</u> |           | <u>2021 Annual</u> |           | <u>Remaining</u> | <u>Remaining</u> |
|--------------------------------|---------------------|-----------|--------------------|-----------|------------------|------------------|
|                                | <u>Actual</u>       |           | <u>Budget</u>      |           | <u>Budget</u>    | <u>%</u>         |
| <b>ACADEMIC SUPPORT</b>        |                     |           |                    |           |                  |                  |
| <b>Academic support - 1200</b> |                     |           |                    |           |                  |                  |
| Compensation                   | \$ 26,130           | \$        | 92,333             | \$        | 66,203           | 72%              |
| Employee related expenses      | 10,312              |           | 43,467             |           | 33,155           | 76%              |
| Employee Tuition Waivers       |                     |           | 400                |           | 400              | 100%             |
| Travel and training            |                     |           | 1,500              |           | 1,500            | 100%             |
| Mileage                        |                     |           | 250                |           | 250              | 100%             |
| Registrations                  |                     |           | 250                |           | 250              | 100%             |
| Community Student Events       |                     |           | 3,000              |           | 3,000            | 100%             |
| Consultant fees                |                     |           | 2,500              |           | 2,500            | 100%             |
| Education Supplies             |                     |           | 3,000              |           | 3,000            | 100%             |
| Office supplies                |                     |           | 4,000              |           | 4,000            | 100%             |
| Meeting Expense                | 693                 |           | 2,000              |           | 1,307            | 65%              |
| Pro                            | -                   |           | 1,500              |           | 1,500            | 100%             |
|                                | <u>\$ 37,135</u>    | <u>\$</u> | <u>154,200</u>     | <u>\$</u> | <u>117,065</u>   | <u>76%</u>       |
| <b>Library - 4130</b>          |                     |           |                    |           |                  |                  |
| Compensation                   | \$ 25,735           | \$        | 135,336            | \$        | 109,601          | 81%              |
| Employee related expenses      | 9,784               |           | 53,933             |           | 44,149           | 82%              |
| 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                | 3,080               |           | 15,600             |           | 12,520           | 80%              |
| Office supplies                |                     |           | 5,000              |           | 5,000            | 100%             |
| Meeting expenses               |                     |           | 400                |           | 400              | 100%             |
| Subscriptions/periodicals      | 6,126               |           | 25,790             |           | 19,664           | 76%              |
| Contracts/subcontracts         | 7,075               |           | 12,000             |           | 4,925            | 41%              |
| Promotional                    |                     |           | 600                |           | 600              | 100%             |
| Office equipment               |                     |           | 4,000              |           | 4,000            | 100%             |
| Library collection             |                     |           | 5,000              |           | 5,000            | 100%             |
| Depreciation                   | -                   |           |                    |           | -                |                  |
|                                | <u>\$ 51,883</u>    | <u>\$</u> | <u>261,769</u>     | <u>\$</u> | <u>209,886</u>   | <u>80%</u>       |
| <b>TOTAL ACADEMIC SUPPORT</b>  | <u>\$ 89,018</u>    | <u>\$</u> | <u>415,969</u>     | <u>\$</u> | <u>326,951</u>   | <u>79%</u>       |

**Tohono O'odham Community College**  
**Unrestricted Expenses and Budget by Department**  
**For the Month Ended October 31, 2021**  
**(Intended for internal management purposes only)**

**Note: Remaining Budget Target for  
Operational expenses is 67 %**

|   | <u>Year-to-Date</u> |    | <u>2021 Annual</u> |    | <u>Remaining</u> | <u>Remaining</u> |
|---|---------------------|----|--------------------|----|------------------|------------------|
|   | <u>Actual</u>       |    | <u>Budget</u>      |    | <u>Budget</u>    | <u>%</u>         |
| <b>INSTITUTIONAL SUPPORT</b>              |                     |    |                    |    |                  |                  |
| <b>President's office - 6100</b>          |                     |    |                    |    |                  |                  |
| Compensation                              | \$ 54,732           | \$ | 153,498            | \$ | 98,766           | 64%              |
| Employee related expenses                 | 13,845              |    | 38,740             |    | 24,895           | 64%              |
| Student related travel                    |                     |    | 2,000              |    | 2,000            | 100%             |
| Travel and training                       | 113                 |    | 1,000              |    | 887              | 89%              |
| Mileage                                   | 146                 |    | 400                |    | 254              | 64%              |
| Registrations                             |                     |    | 1,000              |    | 1,000            | 100%             |
| Car Allowance                             | 2,429               |    | 7,200              |    | 4,771            | 66%              |
| Office supplies                           | 33                  |    | 500                |    | 467              | 93%              |
| Meeting expenses                          | 413                 |    | 500                |    | 87               | 17%              |
|   | <u>\$ 71,711</u>    | \$ | <u>204,838</u>     | \$ | <u>133,127</u>   | <u>65%</u>       |
| <b>Himdag - 6150</b>                      |                     |    |                    |    |                  |                  |
| Comm/Student/Events                       | \$ 113              | \$ | 2,000              | \$ | 1,887            | 94%              |
| Meeting Expense                           |                     |    | 700                |    | 700              | 100%             |
| Promotional                               | -                   |    | 1,000              |    | 1,000            | 100%             |
|   | <u>\$ 113</u>       | \$ | <u>3,700</u>       | \$ | <u>3,587</u>     | <u>97%</u>       |
| <b>Board of Trustees - 6190</b>           |                     |    |                    |    |                  |                  |
| Trustee fees                              | \$ 7,010            | \$ | 17,000             | \$ | 9,990            | 59%              |
| Travel and training                       |                     |    | 4,500              |    | 4,500            | 100%             |
| Mileage                                   | 1,275               |    | 2,500              |    | 1,225            | 49%              |
| Registrations                             |                     |    | 500                |    | 500              | 100%             |
| Communications                            | 40                  |    | 900                |    | 860              | 96%              |
| Meeting expenses                          | 864                 |    | 4,000              |    | 3,136            | 78%              |
|   | <u>\$ 9,189</u>     | \$ | <u>29,400</u>      | \$ | <u>20,211</u>    | <u>69%</u>       |
| <b>Institutional Effectiveness - 1300</b> |                     |    |                    |    |                  |                  |
| Compensation                              | \$ 17,019           | \$ | 50,140             | \$ | 33,121           | 66%              |
| Employee related expenses                 | 4,516               |    | 15,045             |    | 10,529           | 70%              |
| 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>\$ 21,535</u>    | \$ | <u>68,185</u>      | \$ | <u>46,650</u>    | <u>68%</u>       |
| <b>LLC Support - 1401</b>                 |                     |    |                    |    |                  |                  |
| Compensation                              | \$ 34,192           | \$ | 117,081            | \$ | 82,889           | 71%              |
| Employee related expenses                 | 7,511               |    | 51,201             |    | 43,690           | 85%              |
| Communications                            | 51                  |    | -                  |    | (51)             | 0%               |
| Vehicle Rentals                           | 6,106               |    | 26,000             |    | 19,894           | 77%              |
|   | <u>\$ 47,860</u>    | \$ | <u>194,282</u>     | \$ | <u>146,422</u>   | <u>75%</u>       |



Tohono O'odham Community College  
Unrestricted Expenses and Budget by Department  
For the Month Ended October 31, 2021  
(Intended for internal management purposes only)

Note: Remaining Budget Target for  
Operational expenses is 67 %

|  | <u>Year-to-Date</u> |           | <u>2021 Annual</u> | <u>Remaining</u>  | <u>Remaining</u> |
|--|---------------------|-----------|--------------------|-------------------|------------------|
|  | <u>Actual</u>       |           | <u>Budget</u>      | <u>Budget</u>     | <u>%</u>         |
| <b>Administration &amp; Finance - 6200</b> |                     |           |                    |                   |                  |
| Compensation                               | \$ 121,327          | \$        | 366,882            | \$ 245,555        | 67%              |
| Employee related expenses                  | 32,175              |           | 147,493            | 115,318           | 78%              |
| Employee Tuition Waivers                   | -                   |           | 650                | 650               | 100%             |
| Travel and training                        |                     |           | 1,000              | 1,000             | 100%             |
| Mileage                                    |                     |           | 100                | 100               | 100%             |
| Registrations                              |                     |           | 250                | 250               | 100%             |
| Commuter Allowance                         | 1,822               |           | 5,400              | 3,578             | 66%              |
| Auditing                                   |                     |           | 47,000             | 47,000            | 100%             |
| Office supplies                            |                     |           | 4,000              | 4,000             | 100%             |
| Meeting expenses                           |                     |           | 400                | 400               | 100%             |
| Contracts/subcontracts                     | 37,440              |           | 135,000            | 97,560            | 72%              |
| Bank Charges                               | 1,054               |           | 6,000              | 4,946             | 82%              |
|  | <u>\$ 193,818</u>   | <u>\$</u> | <u>714,175</u>     | <u>\$ 520,357</u> | <u>73%</u>       |
| <b>General support services - 6300</b>     |                     |           |                    |                   |                  |
| Benefits Unemployment                      | \$                  | \$        | 12,000             | \$ 12,000         | 100%             |
| Postage & Delivery                         | 2,755               |           | 12,000             | 9,245             | 77%              |
| Insurance                                  | 73,323              |           | 95,000             | 21,677            | 23%              |
| Memberships                                | 36,105              |           | 35,000             | (1,105)           | 0%               |
| Legal Fees                                 | 6,933               |           | 25,000             | 18,067            | 72%              |
| Meeting expenses                           | 548                 |           | 6,000              | 5,452             | 91%              |
| Subscriptions & Periodicals                | 285                 |           | 7,000              | 6,715             | 96%              |
| Promotional                                |                     |           | 2,500              | 2,500             | 100%             |
|  | <u>\$ 119,949</u>   | <u>\$</u> | <u>194,500</u>     | <u>\$ 74,551</u>  | <u>38%</u>       |
| <b>IT - 6350</b>                           |                     |           |                    |                   |                  |
| Compensation                               | \$ 29,283           | \$        | 137,397            | \$ 108,114        | 79%              |
| Employee related expenses                  | 9,859               |           | 79,253             | 69,394            | 88%              |
| Employee Tuition Waivers                   |                     |           | 300                | 300               | 100%             |
| Travel and training                        |                     |           | 3,000              | 3,000             | 100%             |
| Registrations                              |                     |           | 3,000              | 3,000             | 100%             |
| Communications                             | 42,733              |           | 85,842             | 43,109            | 50%              |
| Memberships                                | 730                 |           | 700                | (30)              | 0%               |
| Consultant Fees & Expenses                 | 3,107               |           | 25,000             | 21,893            | 88%              |
| Licenses and fees                          |                     |           | 16,586             | 16,586            | 100%             |
| Office supplies                            |                     |           | 500                | 500               | 100%             |
| Meeting Expense                            |                     |           | 250                | 250               | 100%             |
| Contracts/subcontracts                     | 38,189              |           | 47,067             | 8,878             | 19%              |
| Other Equipment & Tools                    |                     |           | 20,000             | 20,000            | 100%             |
| Office Equipment                           |                     |           | 3,500              | 3,500             | 100%             |
|  | <u>\$ 123,901</u>   | <u>\$</u> | <u>422,395</u>     | <u>\$ 298,494</u> | <u>71%</u>       |

**Tohono O'odham Community College**  
**Unrestricted Expenses and Budget by Department**  
**For the Month Ended October 31, 2021**  
**(Intended for internal management purposes only)**

**Note: Remaining Budget Target for  
Operational expenses is 67 %**

|                                    | <u>Year-to-Date</u> |           | <u>2021 Annual</u> |           | <u>Remaining</u> | <u>Remaining</u> |
|------------------------------------|---------------------|-----------|--------------------|-----------|------------------|------------------|
|                                    | <u>Actual</u>       |           | <u>Budget</u>      |           | <u>Budget</u>    | <u>%</u>         |
| <b>Human resources - 6700</b>      |                     |           |                    |           |                  |                  |
| Compensation                       | \$ 36,163           | \$        | 104,619            | \$        | 68,456           | 65%              |
| Employee related expenses          | 7,828               |           | 24,884             |           | 17,056           | 69%              |
| Recruiting                         |                     |           | 1,049              |           | 1,049            | 100%             |
| Employee Tuition Waivers           |                     |           | 100                |           | 100              | 100%             |
| Travel and training                | 280                 |           | 2,655              |           | 2,375            | 89%              |
| Registrations                      | 45                  |           | 2,950              |           | 2,905            | 98%              |
| Commuter Allowance                 | 607                 |           | 1,800              |           | 1,193            | 66%              |
| Memberships                        | 375                 |           | 885                |           | 510              | 58%              |
| Advertising                        | 1,234               |           | 7,370              |           | 6,136            | 83%              |
| Other professional fees            | 379                 |           | 4,990              |           | 4,611            | 92%              |
| Office supplies                    |                     |           | 360                |           | 360              | 100%             |
| Subscriptions & Periodicals        |                     |           | 800                |           | 800              | 100%             |
|                                    | <u>\$ 46,911</u>    | <u>\$</u> | <u>152,462</u>     | <u>\$</u> | <u>105,551</u>   | <u>69%</u>       |
| <b>TOTAL INSTITUTIONAL SUPPORT</b> | <u>\$ 634,987</u>   | <u>\$</u> | <u>1,983,937</u>   | <u>\$</u> | <u>1,348,950</u> | <u>68%</u>       |

**Tohono O'odham Community College**  
**Unrestricted Expenses and Budget by Department**  
**For the Month Ended October 31, 2021**  
**(Intended for internal management purposes only)**

**Note: Remaining Budget Target for  
Operational expenses is 67 %**

|  | <u>Year-to-Date</u> |           | <u>2021 Annual</u> | <u>Remaining</u>  | <u>Remaining</u> |
|--|---------------------|-----------|--------------------|-------------------|------------------|
|  | <u>Actual</u>       |           | <u>Budget</u>      | <u>Budget</u>     | <u>%</u>         |
| <b>OPERATIONS AND MAINTENANCE - 7100</b> |                     |           |                    |                   |                  |
| Compensation                             | \$ 118,379          | \$        | 400,773            | \$ 282,394        | 70%              |
| Employee related expenses                | 39,285              |           | 139,704            | 100,419           | 72%              |
| Employee tuition waivers                 |                     |           | 250                | 250               | 100%             |
| Travel and training                      |                     |           | 2,000              | 2,000             | 100%             |
| Commuter Allowance                       | 607                 |           | 1,800              | 1,193             | 66%              |
| Vehicle & Building R&M                   | 5,347               |           | 25,000             | 19,653            | 79%              |
| Auto expenses                            | 4,117               |           | 20,000             | 15,883            | 79%              |
| Vehicle rental                           | 10,740              |           | 110,000            | 99,260            | 90%              |
| Building Rent                            | 38,456              |           | 135,330            | 96,874            | 72%              |
| Utilities                                | 20,677              |           | 150,230            | 129,553           | 86%              |
| Office supplies                          |                     |           | 1,000              | 1,000             | 100%             |
| Custodial expense                        | 453                 |           | 17,500             | 17,047            | 97%              |
| Contracts/subcontracts                   | 22,365              |           | 100,000            | 77,635            | 78%              |
| <b>TOTAL OPERATIONS AND MAINTENANCE</b>  | <b>\$ 260,426</b>   | <b>\$</b> | <b>1,103,587</b>   | <b>\$ 843,161</b> | <b>76%</b>       |
| <b>SUSTAINABILITY - 5160</b>             |                     |           |                    |                   |                  |
| Compensation                             | \$ 42,771           | \$        | 109,285            | \$ 66,514         | 61%              |
| Employee related expenses                | 9,836               |           | 31,920             | 22,084            | 69%              |
| 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                       | 607                 |           | 1,800              | 1,193             | 66%              |
| Printing                                 |                     |           | 250                | 250               | 100%             |
| Advertising & Promotion                  |                     |           | 500                | 500               | 100%             |
| Office supplies                          |                     |           | 1,500              | 1,500             | 100%             |
| Meeting Expense                          | 14                  |           | 500                | 486               | 97%              |
| Contracts/Subcontracts                   | -                   |           | 1,000              | 1,000             | 100%             |
| <b>TOTAL SUSTAINABILITY</b>              | <b>\$ 53,311</b>    | <b>\$</b> | <b>150,255</b>     | <b>\$ 96,944</b>  | <b>65%</b>       |
| <b>CULTURAL LIAISON - 6160</b>           |                     |           |                    |                   |                  |
| Compensation                             | \$ 21,792           | \$        | 63,379             | \$ 41,587         | 66%              |
| Employee related expenses                | 5,505               |           | 18,309             | 12,804            | 70%              |
| 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%             |
| <b>TOTAL CULTURAL LIAISON</b>            | <b>\$ 27,948</b>    | <b>\$</b> | <b>86,988</b>      | <b>\$ 59,040</b>  | <b>68%</b>       |
| <b>STUDENT LIFE - 5150</b>               |                     |           |                    |                   |                  |
| Compensation                             | \$ 88,096           | \$        | 287,156            | \$ 199,060        | 69%              |
| Employee related expenses                | 14,669              |           | 86,904             | 72,235            | 83%              |
| Employee Tuition Waivers                 |                     |           | 600                | 600               | 100%             |
| Travel and training                      |                     |           | 2,000              | 2,000             | 100%             |
| Registrations                            |                     |           | 800                | 800               | 100%             |

**Tohono O'odham Community College**  
**Unrestricted Expenses and Budget by Department**  
**For the Month Ended October 31, 2021**  
**(Intended for internal management purposes only)**

**Note: Remaining Budget Target for  
Operational expenses is 67 %**

|                            | <u>Year-to-Date</u> |           | <u>2021 Annual</u> | <u>Remaining</u>  | <u>Remaining</u> |
|----------------------------|---------------------|-----------|--------------------|-------------------|------------------|
|                            | <u>Actual</u>       |           | <u>Budget</u>      | <u>Budget</u>     | <u>%</u>         |
| Commuter Allowance         | 607                 |           | 1,800              | 1,193             | 66%              |
| Printing                   |                     |           | 300                | 300               | 100%             |
| Community & Student Events |                     |           | 2,000              | 2,000             | 100%             |
| Office supplies            |                     |           | 1,000              | 1,000             | 100%             |
| Meeting Expense            |                     |           | 700                | 700               | 100%             |
| Contracts/Subcontracts     |                     |           | 12,000             | 12,000            | 100%             |
| Program Supplies           | 2,134               |           | 2,500              | 366               | 15%              |
| Student Meals              | 1,097               |           | 30,000             | 28,903            | 96%              |
| <b>TOTAL STUDENT LIFE</b>  | <b>\$ 106,603</b>   | <b>\$</b> | <b>427,760</b>     | <b>\$ 321,157</b> | <b>75%</b>       |



**Tohono O'odham Community College**  
**Unrestricted Expenses and Budget by Department**  
**For the Month Ended October 31, 2021**  
**(Intended for internal management purposes only)**

**Note: Remaining Budget Target for  
Operational expenses is 67 %**

|                                     | <u>Year-to-Date</u> |    | <u>2021 Annual</u> | <u>Remaining</u> | <u>Remaining</u> |
|-------------------------------------|---------------------|----|--------------------|------------------|------------------|
|                                     | <u>Actual</u>       |    | <u>Budget</u>      | <u>Budget</u>    | <u>%</u>         |
| <b>SAN CARLOS - 6900</b>            |                     |    |                    |                  |                  |
| Cost of Goods Sold                  |                     |    | 9,100              | 9,100            | 100%             |
| Tuition & Fees                      |                     |    | 45,000             | 45,000           | 100%             |
| ISC BIE Annual Funds                | \$                  | \$ | 403,094            | \$ 403,094       | 100%             |
| SCAC ALEKS Payment Refund           |                     |    | 6,600              | 6,600            | 100%             |
| <b>TOTAL SAN CARLOS</b>             | \$ -                | \$ | 463,794            | \$ 463,794       | 100%             |
| <b>CULINARY ARTS PROGRAM - 1498</b> | -                   |    |                    |                  |                  |
| 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%             |
| <b>TOTAL CULINARY ARTS PROGRAM</b>  | \$ -                | \$ | 61,383             | \$ 61,383        | 100%             |
| <b>TOTAL UNRESTRICTED</b>           | \$ 2,193,744        | \$ | 8,082,332          | \$ 5,888,588     | 73%              |



**TOHONO O'ODHAM COMMUNITY COLLEGE**

**Restricted Budget Activity**

**For the Month Ended October 31, 2021**

For the Month Ended October 31, 2021

|  | Grant Revenues/Expenses-to-Date |                   |                       |             |
|--|---------------------------------|-------------------|-----------------------|-------------|
|  | Actual                          | Grant Budget      | Remaining Budget      | Remaining % |
| <b>SPONSORED PROJECTS</b>  |                                 |                   |                       |             |
| <b>AT&amp;T TCU/High School Completion Project B - AICF - (1111)</b> |                                 |                   |                       |             |
| <b>(10/20/16 - Until Expended)</b>                                   |                                 |                   |                       |             |
| 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%          |
| Printing and Marketing   | 3,577                           | 9,400             | 5,823                 | 62%         |
| Transportation   | 6,080                           | 5,650             | (430)                 | 0%          |
| Meeting Expense  | 10,244                          | 12,000            | 1,756                 | 15%         |
| 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%          |
|  | <u>165,780</u>                  | <u>149,000</u>    | <u>(16,780)</u>       | <u>0%</u>   |
| Excess (deficiency)  | \$ <u>18,220</u>                | \$ <u>35,000</u>  | \$ <u>16,780</u>      |             |
| <b>NSF -TCUP Pathways to Indigenous STEM - 1114</b>                  |                                 |                   |                       |             |
| <b>(9/1/18 - 8/31/23)</b>  |                                 |                   |                       |             |
| Restricted revenues:   |                                 |                   |                       |             |
| Federal government grant   | \$ 902,942                      | \$ 2,498,458      | \$ (1,595,516)        | -64%        |
| Restricted expenses:   |                                 |                   |                       |             |
| Compensation   | 632,259                         | 1,243,273         | 611,014               | 49%         |
| Employee Related Benefits  | 110,158                         | 254,730           | 144,572               | 57%         |
| Travel/professional Development/Registrations                        | 16,946                          | 43,200            | 26,254                | 61%         |
| Memberships  | 1,750                           | 1,800             | 50                    | 3%          |
| Consultants  | 126,190                         | 200,000           | 73,810                | 37%         |
| Materials & Supplies   | 11,842                          | 47,800            | 35,958                | 75%         |
| Publication Costs/Documentation/Dissemination                        | 4,500                           | 3,500             | (1,000)               | 0%          |
| Stipends/Honorariums   | 15,615                          | -                 | (15,615)              | 0%          |
| Other Direct Costs   | -                               | 120,375           | 120,375               | 100%        |
| Participant Costs  | 29,759                          | 51,140            | 21,381                | 42%         |
| Indirect Costs   | 154,795                         | 520,528           | 365,733               | 70%         |
| Equipment  | 29,560                          | 15,000            | (14,560)              | 0%          |
|  | <u>1,133,374</u>                | <u>2,501,346</u>  | <u>1,367,972</u>      | <u>55%</u>  |
| Excess (deficiency)  | \$ <u>(230,432)</u>             | \$ <u>(2,888)</u> | \$ <u>(2,963,488)</u> |             |
| <b>ANA Increase Technical Capacity - (1117) Federal Share</b>        |                                 |                   |                       |             |
| <b>(9/30/18 - 9/29/2022)</b>   |                                 |                   |                       |             |
| Restricted revenues:   |                                 |                   |                       |             |
| Federal government grant **  | \$ 388,047                      | \$ 1,200,000      | \$ (811,953)          | -68%        |
| Restricted expenses:   |                                 |                   |                       |             |
| Compensation   | 279,291                         | 496,047           | 216,756               | 44%         |
| Employee Related Benefits  | 61,133                          | 138,894           | 77,761                | 56%         |
| Travel/professional Development                                      | 8,595                           | 25,188            | 16,593                | 66%         |

|                                      |                    |                  |                       |            |
|--------------------------------------|--------------------|------------------|-----------------------|------------|
| Commuter Allowance                   | 3,473              | -                | (3,473)               | 0%         |
| Advertising & Promotion              | 850                | -                | (850)                 | 0%         |
| Meeting Expenses                     | 575                | -                | (575)                 | 0%         |
| Tuition/Books                        | 8,316              | 18,189           | 9,873                 | 54%        |
| Communication Data Service           | -                  | 14,400           | 14,400                | 100%       |
| Office Supplies/Program Support      | 68,756             | 188,847          | 120,091               | 64%        |
| Contracts/Subcontracts (Adjuncts)    | -                  | 18,900           | 18,900                | 100%       |
| Indirect Costs Charged to TOCC Match | -                  | 235,335          | 235,335               | 100%       |
| Computers/GIS Devices/Printer        | 52,655             | 64,200           | 11,545                | 18%        |
|                                      | <u>483,644</u>     | <u>1,200,000</u> | <u>716,356</u>        | <u>60%</u> |
| Excess (deficiency)                  | \$ <u>(95,597)</u> | \$ <u>-</u>      | \$ <u>(1,528,309)</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                        | 127,613             | 171,000             | 43,387             | 25%        |
| Employee Related Benefits           | 33,802              | 43,605              | 9,803              | 22%        |
| Travel Expense                      | 7,079               | -                   | (7,079)            | 0%         |
| Office Supplies/Program Support     | 1,510               | 25,560              | 24,050             | 94%        |
| Contracts/Subcontracts (Adjuncts)   | -                   | 18,900              | 18,900             | 100%       |
| Computer equipment/Office equipment | 1,963               | 40,935              | 38,972             | 95%        |
|                                     | <u>171,967</u>      | <u>300,000</u>      | <u>89,061</u>      | <u>30%</u> |
| Excess (deficiency)                 | \$ <u>(171,967)</u> | \$ <u>(300,000)</u> | \$ <u>(89,061)</u> |            |

**AICF AT&T TCU BRAIDING Success Project (1118)**  
**(9/14/18 - 05/31/20)**

Restricted revenues:

|                          |      |            |              |    |
|--------------------------|------|------------|--------------|----|
| Grant from Other Sources | \$ - | \$ 120,700 | \$ (120,700) | 0% |
|--------------------------|------|------------|--------------|----|

Restricted expenses:

|                           |                    |                  |                     |            |
|---------------------------|--------------------|------------------|---------------------|------------|
| Compensation              | 21,193             | 35,520           | 14,327              | 40%        |
| Employee Related Benefits | 1,619              | 2,718            | 1,099               | 40%        |
| Travel                    | 15,663             | 10,406           | (5,257)             | 0%         |
| Transportation            | -                  | 1,406            | 1,406               | 100%       |
| Stipends                  | -                  | 6,600            | 6,600               | 100%       |
| Honorariums/Speakers      | -                  | 3,666            | 3,666               | 100%       |
| Contracts/Subcontracts    | -                  | 250              | 250                 | 100%       |
| Meeting Expenses          | -                  | 20,448           | 20,448              | 100%       |
| Tuition & Fees            | 6,038              | 1,920            | (4,118)             | 0%         |
| Participant Support       | -                  | -                | -                   | 0%         |
| Programming & Supplies    | 28,408             | 7,684            | (20,724)            | 0%         |
| Awards/Gifts              | -                  | 5,952            | 5,952               | 100%       |
|                           | <u>72,921</u>      | <u>96,570</u>    | <u>23,649</u>       | <u>24%</u> |
| Excess (deficiency)       | \$ <u>(72,921)</u> | \$ <u>24,130</u> | \$ <u>(144,349)</u> |            |

**Dollar General GED Language & Writing Dev (1121) includes 1119 and 1123 revenues**  
**(7/1/17 - 6/30/19) Until all Funds Expended--**

Restricted revenues:

|                          |      |            |              |    |
|--------------------------|------|------------|--------------|----|
| Grant from Other Sources | \$ - | \$ 170,450 | \$ (170,450) | 0% |
|--------------------------|------|------------|--------------|----|

Restricted expenses:

|                           |   |        |        |      |
|---------------------------|---|--------|--------|------|
| Compensation              | - | 48,264 | 48,264 | 100% |
| Employee related expenses | - | 3,999  | 3,999  | 100% |
| Mileage                   | - | 4,440  | 4,440  | 100% |



|                                     |      |                |                |      |
|-------------------------------------|------|----------------|----------------|------|
| Communications                      | -    | 2,400          | 2,400          | 100% |
| Travel/Professional Dev/Memberships | -    | 32,760         | 32,760         | 100% |
| Education Materials & Supplies      | -    | 56,836         | 56,836         | 100% |
| Contracts/Subcontracts              | -    | 4,650          | 4,650          | 100% |
| Program Incentives                  | -    | 13,351         | 13,351         | 100% |
| Computer Equipment                  | -    | 3,750          | 3,750          | 100% |
|                                     | -    | <u>170,450</u> | <u>166,700</u> | 98%  |
| Excess (deficiency)                 | \$ - | \$ -           | \$ (337,150)   |      |

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

|                                    |                |                |                |      |
|------------------------------------|----------------|----------------|----------------|------|
| Grant From Other Sources           | \$ 600,000     | \$ 900,000     | \$ (300,000)   | -33% |
| Restricted expenses:               |                |                |                |      |
| Compensation                       | 264,894        | 598,680        | 333,786        | 56%  |
| Employee Related Benefits          | 64,497         | 179,172        | 114,675        | 64%  |
| Commuter Allowance                 | 1,769          | -              | (1,769)        | 0%   |
| Mileage                            | -              | 51,748         | 51,748         | 100% |
| Consultants                        | 7,990          | 45,000         | 37,010         | 82%  |
| Office & Technical Supplies        | 1,069          | 10,400         | 9,331          | 90%  |
| Program Meals/Supplies/Honorariums | -              | 15,000         | 15,000         | 100% |
| Computer Equipment                 | 3,332          | -              | (3,332)        | 0%   |
|                                    | <u>343,551</u> | <u>900,000</u> | <u>556,449</u> | 62%  |
| Excess (deficiency)                | \$ 256,449     | \$ -           | \$ (856,449)   |      |

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

|                                 |            |                |                |      |
|---------------------------------|------------|----------------|----------------|------|
| Restricted revenues:            |            |                |                |      |
| Federal government grant        | \$ 128,001 | \$ 171,687     | \$ (43,686)    | -25% |
| Restricted expenses:            |            |                |                |      |
| Compensation                    | -          | 87,688         | 87,688         | 100% |
| Employee Related Benefits       | -          | 21,994         | 21,994         | 100% |
| Travel/professional Development | -          | 7,000          | 7,000          | 100% |
| Consultants                     | -          | 9,000          | 9,000          | 100% |
| Materials & Supplies            | -          | 7,000          | 7,000          | 100% |
| Meeting Expenses                | -          | 2,505          | 2,505          | 100% |
| Indirect Costs                  | -          | 36,500         | 36,500         | 100% |
| Computer Equipment              | -          | -              | -              |      |
|                                 | -          | <u>171,687</u> | <u>171,687</u> | 100% |
| Excess (deficiency)             | \$ 128,001 | \$ -           | \$ (215,373)   |      |

**Dollar General Am Indian Adult Education GED (1127)****(8/1/20 - 6/30/21)**

|   |           |           |           |      |
|---|-----------|-----------|-----------|------|
| Restricted revenues:                              |           |           |           |      |
| Grant from Other Sources                          | \$ 98,500 | \$ 48,500 | \$ 50,000 | 0%   |
| Restricted expenses:                              |           |           |           |      |
| Compensation                                      | 15,085    | 7,000     | (8,085)   | 0%   |
| Employee related expenses                         | 1,154     | 500       | (654)     | 0%   |
| Mileage   | -         | 6,000     | 6,000     | 100% |
| Communications (Hot Spots)                        | 40        | 2,480     | 2,440     | 98%  |
| Travel (Field Trips)/Professional Dev/Memberships | 1,155     | 6,100     | 4,945     | 81%  |
| Memberships                                       | 40        | -         | (40)      | 0%   |
| Education Materials/Supplies /Testing             | 21,236    | 19,620    | (1,616)   | 0%   |
| Computer Equipment                                | 5,490     | 6,800     | 1,310     | 19%  |
| Awards & gifts                                    | 5,679     | -         | (5,679)   | 0%   |

|                     |                  |               |                  |    |
|---------------------|------------------|---------------|------------------|----|
|                     | <u>49,879</u>    | <u>48,500</u> | <u>4,300</u>     | 9% |
|                     |                  |               | -                |    |
| Excess (deficiency) | \$ <u>48,621</u> | \$ <u>-</u>   | \$ <u>45,700</u> |    |

**AICF Van Vlack Trust STEM Equip Purchase (1204)**  
**5/19/20 - 1/31/21**

|   |                   |                   |              |    |
|---|-------------------|-------------------|--------------|----|
| Restricted revenues:                          |                   |                   |              |    |
| Grant From Other Sources                      | \$ <u>5,500</u>   | \$ <u>5,500</u>   | \$ <u>-</u>  | 0% |
|   |                   |                   | -            |    |
| Restricted expenses:                          |                   |                   |              |    |
| Infrastructure Costs (Contracts/Subcontracts) | <u>5,524</u>      | <u>5,500</u>      | <u>(24)</u>  | 0% |
|   | <u>5,524</u>      | <u>5,500</u>      | <u>(24)</u>  | 0% |
| Excess (deficiency)                           | \$ <u>(5,524)</u> | \$ <u>(5,500)</u> | \$ <u>24</u> |    |

**AICF Community Based Native Arts Learning Sharing (1216)**  
**Undefined period**

|                            |             |                 |                    |       |
|----------------------------|-------------|-----------------|--------------------|-------|
| Restricted revenues:       |             |                 |                    |       |
| Grant From Other Sources   | \$ <u>-</u> | \$ <u>9,000</u> | \$ <u>(9,000)</u>  | -100% |
|                            |             |                 | -                  |       |
| Restricted expenses:       |             |                 |                    |       |
| Compensation               | -           | 641             | 641                | 100%  |
| Employee related expenses  | -           | 34              | 34                 | 100%  |
| Auto Fuel                  | -           | 1,296           | 1,296              | 100%  |
| Stipends                   | -           | 3,600           | 3,600              | 100%  |
| Education/Program Supplies | -           | 2,400           | 2,400              | 100%  |
| Promtion/Advertising       | -           | 429             | 429                | 100%  |
| Meetings                   | -           | 600             | 600                | 100%  |
|                            | <u>-</u>    | <u>9,000</u>    | <u>(9,000)</u>     | 100%  |
| Excess (deficiency)        | \$ <u>-</u> | \$ <u>-</u>     | \$ <u>(18,000)</u> |       |

**AICF Community Aid for Student Success (1222)-(CASS)**  
**7/1/2021 - 10/31/2021**

|                            |                  |                  |                  |      |
|----------------------------|------------------|------------------|------------------|------|
| Restricted revenues:       |                  |                  |                  |      |
| Grant From Other Sources   | \$ <u>48,000</u> | \$ <u>48,000</u> | \$ <u>-</u>      | 0%   |
|                            |                  |                  | -                |      |
| Restricted expenses:       |                  |                  |                  |      |
| Compensation               | -                | 3,717            | 3,717            | 100% |
| Employee related expenses  | -                | 283              | 283              | 100% |
| Office Equipment/Computers | -                | 7,500            | 7,500            | 100% |
| Stipends                   | -                | 26,000           | 26,000           | 100% |
| Education/Program Supplies | -                | 8,500            | 8,500            | 100% |
| Office Supplies            | -                | 2,000            | 2,000            | 100% |
|                            | <u>-</u>         | <u>48,000</u>    | <u>(48,000)</u>  | 100% |
| Excess (deficiency)        | \$ <u>48,000</u> | \$ <u>-</u>      | \$ <u>48,000</u> |      |

**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>   | 72% |
| Restricted expenses:     |                   |                   |                     |     |
| Compensation             | <u>68,806</u>     | <u>200,000</u>    | <u>131,194</u>      | 66% |
|                          | <u>68,806</u>     | <u>200,000</u>    | <u>131,194</u>      | 66% |
| Excess (deficiency)      | \$ <u>275,326</u> | \$ <u>-</u>       | \$ <u>(275,326)</u> |     |



**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% |
|--------------------------|-----------|------------|--------------|------|

Restricted expenses:

|                             |              |                |                |            |
|-----------------------------|--------------|----------------|----------------|------------|
| Employee related expenses   | 5,136        | 175,000        | 169,864        | 97%        |
| Mileage                     | -            | 5,000          | 5,000          | 100%       |
| Supplies/Other Program Cost | -            | 25,000         | 25,000         | 100%       |
| Consultants/Contracts       | -            | 95,000         | 95,000         | 100%       |
|                             | <u>5,136</u> | <u>300,000</u> | <u>294,864</u> | <u>98%</u> |

|                     |                  |                   |                  |  |
|---------------------|------------------|-------------------|------------------|--|
| Excess (deficiency) | \$ <u>88,922</u> | \$ <u>125,000</u> | \$ <u>36,078</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% |
|--------------------------|-----------|-----------|------|----|

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>-</u> | \$ <u>(300)</u> |  |
|---------------------|---------------|-------------|-----------------|--|

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

Restricted revenues:

|                        |              |              |                |      |
|------------------------|--------------|--------------|----------------|------|
| State government grant | \$ 1,016,319 | \$ 3,120,000 | \$ (2,103,681) | -67% |
|------------------------|--------------|--------------|----------------|------|

Restricted expenses:

|                        |                  |                  |                  |            |
|------------------------|------------------|------------------|------------------|------------|
| Contracts/subcontracts | 1,054,233        | 3,120,000        | 2,065,767        | 66%        |
|                        | <u>1,054,233</u> | <u>3,120,000</u> | <u>2,065,767</u> | <u>66%</u> |

|                     |                    |             |                       |  |
|---------------------|--------------------|-------------|-----------------------|--|
| Excess (deficiency) | \$ <u>(37,914)</u> | \$ <u>-</u> | \$ <u>(4,169,448)</u> |  |
|---------------------|--------------------|-------------|-----------------------|--|

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

Restricted revenues:

|                        |              |            |              |    |
|------------------------|--------------|------------|--------------|----|
| State government grant | \$ 1,029,759 | \$ 897,810 | \$ (131,949) | 0% |
|------------------------|--------------|------------|--------------|----|

Restricted expenses:

|                        |                  |                |                  |           |
|------------------------|------------------|----------------|------------------|-----------|
| Contracts/subcontracts | 1,012,757        | 897,810        | (114,947)        | 0%        |
|                        | <u>1,012,757</u> | <u>897,810</u> | <u>(114,947)</u> | <u>0%</u> |

|                     |                  |             |                    |  |
|---------------------|------------------|-------------|--------------------|--|
| Excess (deficiency) | \$ <u>17,002</u> | \$ <u>-</u> | \$ <u>(17,002)</u> |  |
|---------------------|------------------|-------------|--------------------|--|

**Univ of AZ NASA Space Grant - (1402)**  
**(12/14/16 -12/13/20 )**

Restricted revenues:

|                        |           |           |            |    |
|------------------------|-----------|-----------|------------|----|
| State government grant | \$ 29,500 | \$ 24,500 | \$ (5,000) | 0% |
|------------------------|-----------|-----------|------------|----|

Restricted expenses:

|                  |               |               |            |           |
|------------------|---------------|---------------|------------|-----------|
| Program Supplies | 24,116        | 24,500        | 384        | 2%        |
|                  | <u>24,116</u> | <u>24,500</u> | <u>384</u> | <u>2%</u> |

|                     |                 |             |                   |  |
|---------------------|-----------------|-------------|-------------------|--|
| Excess (deficiency) | \$ <u>5,384</u> | \$ <u>-</u> | \$ <u>(5,384)</u> |  |
|---------------------|-----------------|-------------|-------------------|--|

**Univ of AZ Diversity Planning Grant - (1404)**  
**(9/1/18 - 8/31/21)**

## Restricted revenues:

|                        |           |           |           |      |
|------------------------|-----------|-----------|-----------|------|
| State government grant | \$ 10,000 | \$ 40,000 | \$ 30,000 | -75% |
|------------------------|-----------|-----------|-----------|------|

## Restricted expenses:

|                        |               |               |               |     |
|------------------------|---------------|---------------|---------------|-----|
| Program Supplies       | -             | -             | -             |     |
| Contracts/Subcontracts | 23,810        | 40,000        | 16,190        | 40% |
|                        | <u>23,810</u> | <u>40,000</u> | <u>16,190</u> | 0%  |

|                     |             |      |           |  |
|---------------------|-------------|------|-----------|--|
| Excess (deficiency) | \$ (13,810) | \$ - | \$ 13,810 |  |
|---------------------|-------------|------|-----------|--|

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

## Restricted revenues:

|                        |            |            |              |      |
|------------------------|------------|------------|--------------|------|
| State government grant | \$ 210,137 | \$ 315,206 | \$ (105,069) | -33% |
|------------------------|------------|------------|--------------|------|

## Restricted expenses:

|                            |                |                |                |      |
|----------------------------|----------------|----------------|----------------|------|
| Compensation               | 83,348         | 129,000        | 45,652         | 35%  |
| Employee related expenses  | 13,737         | 40,764         | 27,027         | 66%  |
| 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           | 3,605          | 30,000         | 26,395         | 88%  |
| Honorariums/Guest Speakers | 26,250         | 6,000          | (20,250)       | 0%   |
| Awards & Gifts             | 23,100         | 6,000          | (17,100)       | 0%   |
| Stipends                   | -              | 90,000         | 90,000         | 100% |
|                            | <u>153,419</u> | <u>321,206</u> | <u>167,787</u> | 52%  |

|                     |           |            |             |  |
|---------------------|-----------|------------|-------------|--|
| Excess (deficiency) | \$ 56,718 | \$ (6,000) | \$ (62,718) |  |
|---------------------|-----------|------------|-------------|--|

**NIFA Endowment - (20-1502)**  
**(Sept 1, 2018- Aug 31, 2021)**

## Restricted revenues:

|                          |            |            |              |    |
|--------------------------|------------|------------|--------------|----|
| Federal government grant | \$ 341,911 | \$ 224,406 | \$ (117,505) | 0% |
|--------------------------|------------|------------|--------------|----|

## Restricted expenses:

|                                 |                |                |               |      |
|---------------------------------|----------------|----------------|---------------|------|
| Compensation                    | 7,195          | -              | (7,195)       | 0%   |
| Employee related expenses       | 1,168          | -              | (1,168)       | 0%   |
| Travel/professional Development | 387            | -              | (387)         | 0%   |
| Printing                        | -              | 6,665          | 6,665         | 100% |
| Commuter Allowance              | 120            |                | (120)         | 0%   |
| Communications                  | 1,942          |                | (1,942)       | 0%   |
| Tractor/Auto Repairs            | 1,123          |                | (1,123)       | 0%   |
| Vehicle Rental                  | 47,553         |                | (47,553)      | 0%   |
| Promotion/Advertising           | 7,467          | 12,000         | 4,533         | 38%  |
| Consultants/Professionals       | 29,770         | 65,000         | 35,230        | 54%  |
| Building Materials              | 1,689          | -              | (1,689)       | 0%   |
| Education Supplies              | 691            |                | (691)         | 0%   |
| Meeting Expense                 | 398            | 2,500          | 2,102         | 84%  |
| Stipends                        | 400            |                | (400)         | 0%   |
| Participant Support             | 225            |                | (225)         | 0%   |
| Guest Speaker/Honorariums       | -              | 9,000          | 9,000         | 100% |
| Other Structural Improvements   | 960            |                | (960)         | 0%   |
| Program Supplies                | 31,034         | 32,000         | 966           | 3%   |
| Office Supplies                 | -              | 2,500          | 2,500         | 100% |
| Library Collections             | -              | 10,000         | 10,000        | 100% |
| Computer Equipment              | 5,657          | 10,000         | 4,343         | 43%  |
|                                 | <u>137,779</u> | <u>149,665</u> | <u>11,886</u> | 8%   |



|                     |    |                |    |               |    |                  |  |
|---------------------|----|----------------|----|---------------|----|------------------|--|
| Excess (deficiency) | \$ | <u>204,132</u> | \$ | <u>74,741</u> | \$ | <u>(129,391)</u> |  |
|---------------------|----|----------------|----|---------------|----|------------------|--|

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

## Restricted revenues:

|                          |    |                |    |                |    |               |    |
|--------------------------|----|----------------|----|----------------|----|---------------|----|
| Federal government grant | \$ | <u>234,288</u> | \$ | <u>141,408</u> | \$ | <u>92,880</u> | 0% |
|--------------------------|----|----------------|----|----------------|----|---------------|----|

## Restricted expenses:

|                           |                |                |                  |      |
|---------------------------|----------------|----------------|------------------|------|
| Compensation              | 207,660        | 60,113         | (147,547)        | 0%   |
| Employee related expenses | 40,165         | 17,789         | (22,376)         | 0%   |
| Commuter Allowance        | 1,606          | -              | (1,606)          | 0%   |
| Program Supplies          | -              | -              | -                | 0%   |
| Participant Support       | -              | 2,211          | 2,211            | 100% |
| Indirect Cost             | 23,896         | 21,034         | (2,862)          | 0%   |
|                           | <u>273,327</u> | <u>101,147</u> | <u>(172,180)</u> | 0%   |
| Excess (deficiency)       | \$ (39,039)    | \$ 40,261      | \$ 265,060       |      |

**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% |
|--------------------------|----|----------|----|----------------|----|------------------|-------|

## Restricted expenses:

|                     |    |                 |                |                |     |                  |
|---------------------|----|-----------------|----------------|----------------|-----|------------------|
| Estimated expenses: |    |                 |                |                |     |                  |
| Furniture           |    | <u>39,126</u>   | <u>166,200</u> | <u>127,074</u> | 76% |                  |
|                     |    | <u>39,126</u>   | <u>166,200</u> | <u>127,074</u> | 76% |                  |
| Excess (deficiency) | \$ | <u>(39,126)</u> | \$             | <u>-</u>       | \$  | <u>(293,274)</u> |

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

## Restricted expenses:

|                        |    |              |    |               |    |               |  |     |
|------------------------|----|--------------|----|---------------|----|---------------|--|-----|
| Furniture (TOCC Match) |    | <u>6,401</u> |    | <u>22,428</u> |    | <u>16,027</u> |  | 71% |
| Excess (deficiency)    | \$ | <u>6,401</u> | \$ | <u>22,428</u> | \$ | <u>16,027</u> |  |     |

**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% |
| Other Structural Improvements |    | <u>21,309</u>   |    | <u>99,975</u> |    | <u>78,666</u>   | 79%   |
|                               |    | <u>21,309</u>   |    | <u>99,975</u> |    | <u>78,666</u>   | 79%   |
| Excess (deficiency)           | \$ | <u>(21,309)</u> | \$ | <u>-</u>      | \$ | <u>21,309</u>   |       |

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

## Operational expenses:

|                       |    |          |                    |                    |      |
|-----------------------|----|----------|--------------------|--------------------|------|
| Operational Expenses: |    |          |                    |                    |      |
| Furniture & Equipment |    | <u>-</u> | <u>28,896</u>      | <u>28,896</u>      | 100% |
|                       |    | <u>-</u> | <u>28,896</u>      | <u>28,896</u>      | 100% |
| Excess (deficiency)   | \$ | <u>-</u> | \$ <u>(28,896)</u> | \$ <u>(28,896)</u> |      |

**USDA NIFA Extension Capacity (20-1531)****(Aug 31, 2021- Aug 30, 2022) check period of grant**

## Restricted revenues:

|  |    |                |    |                |    |         |       |
|--|----|----------------|----|----------------|----|---------|-------|
| Federal government grant                 | \$ | <u>149,702</u> | \$ | <u>177,238</u> | \$ | 27,536  | -100% |
| Compensation & Employee related Expenses |    | 102,749        |    | 99,528         |    | (3,221) | 0%    |



|   |                   |                |                    |            |
|---|-------------------|----------------|--------------------|------------|
| Travel/ Per Diem/ Lodging/Registrations | 2,403             | 2,198          | (205)              | 0%         |
| Stipends                                | 1,604             | 2,700          | 1,096              | 41%        |
| Youth Programs                          | -                 | 8,000          | 8,000              | 100%       |
| Other Participant/trainee Support Costs | -                 | 13,312         | 13,312             | 100%       |
| Workshops                               | -                 | 4,000          | 4,000              | 100%       |
| Program supplies                        | 45,309            | 11,500         | (33,809)           | 0%         |
| Equipment                               | 3,950             | 36,000         | 32,050             | 89%        |
|   | <u>156,015</u>    | <u>177,238</u> | <u>21,223</u>      | <u>12%</u> |
| Excess (deficiency)                     | \$ <u>(6,313)</u> | \$ <u>-</u>    | \$ <u>(21,223)</u> |            |

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

|                          |              |              |            |           |
|--------------------------|--------------|--------------|------------|-----------|
| Federal government grant | \$ 266,776   | \$ 125,000   | \$ 141,776 | 0%        |
| Honorarium               | <u>1,500</u> | <u>1,500</u> | <u>-</u>   | <u>0%</u> |

**Restricted expenses:**

|                                       |                    |                 |                   |           |
|---------------------------------------|--------------------|-----------------|-------------------|-----------|
| Compensation                          | 232,433            | 90,687          | (141,746)         | 0%        |
| Employee related expenses             | 51,890             | 19,393          | (32,497)          | 0%        |
| Travel/Lodging/Mileage/Transportation | 10,096             | 4,240           | (5,856)           | 0%        |
| Registration                          | 250                | 760             | 510               | 0%        |
| Equipment Rental                      | 510                | -               | (510)             | 0%        |
| Consultants                           | -                  | 1,800           | 1,800             | 100%      |
| Honorariums                           | -                  | 2,000           | 2,000             | 100%      |
| Meeting Expense                       | -                  | -               | -                 | 0%        |
| Program Materials & Supplies          | 225                | 6,120           | 5,895             | 96%       |
|                                       | <u>295,404</u>     | <u>118,880</u>  | <u>(176,524)</u>  | <u>0%</u> |
| Excess (deficiency)                   | \$ <u>(27,128)</u> | \$ <u>7,620</u> | \$ <u>318,300</u> |           |

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

|                          |          |              |                |              |
|--------------------------|----------|--------------|----------------|--------------|
| Federal government grant | \$ -     | \$ 137,702   | \$ (137,702)   | -100%        |
| 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>(109,682)</u> | \$ <u>-</u>    | \$ <u>(180,216)</u> |            |

**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>6,450</u> | <u>(6,450)</u> | <u>-100%</u> |
|                          |          | 135,450      |                |              |

**Restricted expenses:**

|                                  |             |                |                     |             |
|----------------------------------|-------------|----------------|---------------------|-------------|
| Other costs to complete          | -           | 5,450          | 5,450               | 100%        |
| Equipment and Construction Costs | <u>-</u>    | <u>130,000</u> | <u>130,000</u>      | <u>100%</u> |
|                                  | <u>-</u>    | <u>135,450</u> | <u>135,450</u>      | <u>100%</u> |
| Excess (deficiency)              | \$ <u>-</u> | \$ <u>-</u>    | \$ <u>(270,900)</u> |             |

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

## Restricted revenues:

|                          |      |                |              |       |
|--------------------------|------|----------------|--------------|-------|
| Federal government grant | \$ - | \$ 181,367     | \$ (181,367) | -100% |
| TOCC Match               | -    | 9,068          | (9,068)      | -100% |
|                          |      | <u>190,435</u> |              |       |

## Restricted expenses:

|                                  |      |         |              |      |
|----------------------------------|------|---------|--------------|------|
| Equipment and Construction Costs | -    | 190,435 | 190,435      | 100% |
|                                  | -    | 190,435 | 190,435      | 100% |
| Excess (deficiency)              | \$ - | \$ -    | \$ (380,870) |      |

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

## Restricted revenues:

|                          |            |              |                |      |
|--------------------------|------------|--------------|----------------|------|
| Federal government grant | \$ 935,008 | \$ 3,055,063 | \$ (2,120,055) | -69% |
|--------------------------|------------|--------------|----------------|------|

## Restricted expenses:

|                                 |                  |                  |                  |            |
|---------------------------------|------------------|------------------|------------------|------------|
| Compensation                    | 716,661          | 1,514,365        | 797,704          | 53%        |
| Employee related expenses       | 152,708          | 406,112          | 253,404          | 62%        |
| Travel Expense                  | -                | 404,573          | 404,573          | 100%       |
| Mileage                         | -                | 148,740          | 148,740          | 100%       |
| Registrations                   | -                | 49,530           | 49,530           | 100%       |
| Commuter Allowance              | 3,307            | 13,320           | 10,013           | 75%        |
| Communications                  | -                | 5,950            | 5,950            | 100%       |
| Vehicle rental                  | 5,087            | 37,185           | 32,098           | 100%       |
| Printing                        | -                | 37,185           | 37,185           | 100%       |
| Memberships                     | -                | 3,719            | 3,719            | 100%       |
| Consultant fees and expenses    | 28,225           | 74,370           | 46,145           | 100%       |
| Education supplies and Outreach | -                | 70,944           | 70,944           | 100%       |
| Office supplies                 | -                | 26,030           | 26,030           | 100%       |
| Other office supplies/GED       | -                | 7,437            | 7,437            | 100%       |
| Meetings                        | -                | 18,593           | 18,593           | 100%       |
| Contracts/subcontracts          | 11,970           | 164,291          | 152,321          | 93%        |
| Other Structural Improvements   | 300,000          | -                | (300,000)        | 0%         |
| Office equipment                | -                | 67,172           | 67,172           | 100%       |
| Library collection              | -                | 5,550            | 5,550            | 100%       |
|                                 | <u>1,217,958</u> | <u>3,055,063</u> | <u>1,837,105</u> | <u>60%</u> |
| Excess (deficiency)             | \$ (282,950)     | \$ (0)           | \$ 282,950       |            |

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

## Restricted revenues:

|                          |            |              |                |      |
|--------------------------|------------|--------------|----------------|------|
| Federal government grant | \$ 537,024 | \$ 2,873,145 | \$ (2,336,121) | -81% |
|--------------------------|------------|--------------|----------------|------|

## 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            | 1,033,284        | 174,011          | (859,273)        | 0%         |
| Other Structural Improvements | -                | 2,348,984        | 2,348,984        | 100%       |
| Education supplies            | -                | 186              | 186              | 100%       |
|                               | <u>1,033,284</u> | <u>2,873,145</u> | <u>1,839,861</u> | <u>64%</u> |
| Excess (deficiency)           | \$ (496,260)     | \$ -             | \$ 496,260       |            |

**American Rescue Plan Fund (ARP) BIE PL 117-2 (20-1680)****(July 1, 2019 - June 30, 2024)**

## Restricted revenues:

|                          |              |              |      |    |
|--------------------------|--------------|--------------|------|----|
| Federal government grant | \$ 5,581,278 | \$ 5,581,278 | \$ - | 0% |
|--------------------------|--------------|--------------|------|----|

## Restricted expenses:

|                           |   |           |           |      |
|---------------------------|---|-----------|-----------|------|
| Student Assistance        | - | 5,581,278 | 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>      | 100% |
| Excess (deficiency)           | \$ <u>5,581,278</u> | \$ <u>-</u>      | \$ <u>(5,581,278)</u> |      |

**Education Stabilization Fund BIE BIE PL 116-260 (20-8021)****(July 1, 2019 - June 30, 2024)**

## Restricted revenues:

|                          |                     |                     |             |    |
|--------------------------|---------------------|---------------------|-------------|----|
| Federal government grant | \$ <u>3,613,099</u> | \$ <u>3,613,099</u> | \$ <u>-</u> | 0% |
|--------------------------|---------------------|---------------------|-------------|----|

## Restricted expenses:

|                               |                     |                  |                       |      |
|-------------------------------|---------------------|------------------|-----------------------|------|
| Student Assistance            | -                   | 3,613,099        | 3,613,099             | 100% |
| Employee related expenses     | -                   | -                | -                     |      |
| Contracts/subcontracts        | -                   | -                | -                     |      |
| Computer equipment            | -                   | -                | -                     |      |
| Other Structural Improvements | -                   | -                | -                     |      |
| Education supplies            | -                   | -                | -                     |      |
|                               | <u>-</u>            | <u>3,613,099</u> | <u>3,613,099</u>      | 100% |
| Excess (deficiency)           | \$ <u>3,613,099</u> | \$ <u>-</u>      | \$ <u>(3,613,099)</u> |      |

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

## Restricted revenues:

|                           |                  |                   |                    |      |
|---------------------------|------------------|-------------------|--------------------|------|
| Grants From Other Sources | \$ <u>63,986</u> | \$ <u>108,000</u> | \$ <u>(44,014)</u> | -41% |
|---------------------------|------------------|-------------------|--------------------|------|

## Restricted expenses:

|                                    |                  |                |                    |      |
|------------------------------------|------------------|----------------|--------------------|------|
| Compensation                       | 16,367           | 45,501         | 29,134             | 64%  |
| Employee related expenses          | 5,100            | 12,285         | 7,185              | 58%  |
| Scholarships                       | -                | 1,129          | 1,129              | 100% |
| Mileage                            | -                | -              | -                  | 0%   |
| Registrations                      | -                | -              | -                  | 0%   |
| Vehicle Rental                     | 366              | -              | (366)              | 0%   |
| Program Supplies & Materials       | -                | 800            | 800                | 100% |
| 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 | 640              | 27,245         | 26,605             | 98%  |
| Program Incentives                 | -                | 900            | 900                | 100% |
| Indirect Cost                      | 2,090            | 9,036          | 6,946              | 77%  |
|                                    | <u>24,563</u>    | <u>108,000</u> | <u>83,437</u>      | 77%  |
| Excess (deficiency)                | \$ <u>39,423</u> | \$ <u>-</u>    | \$ <u>(39,423)</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>      | 76%  |
| Excess (deficiency)                 | \$ <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 | \$ 42,584 | \$ 169,000 | \$ (126,416) | -75% |
|---------------------------|-----------|------------|--------------|------|

## Restricted expenses:

|                                      |           |         |             |      |
|--------------------------------------|-----------|---------|-------------|------|
| Administrative Costs Emergency Aid   | -         | 9,000   | 9,000       | 100% |
| Administrative Costs Paid Internship | -         | 30,000  | 30,000      | 100% |
| Student Funds Emergency Aid          | 4,318     | 30,000  | 25,682      | 86%  |
| Advertising & Promotion              | 3,296     | -       | (3,296)     | 0%   |
| Office Supplies                      | 424       | -       | (424)       | 0%   |
| Student Funds Paid Internship        | -         | 100,000 | 100,000     | 100% |
|                                      | 8,038     | 169,000 | 160,962     | 95%  |
| Excess (deficiency)                  | \$ 34,546 | \$ -    | \$ (34,546) |      |

**TOTAL RESTRICTED EXPENSES**

## Restricted revenues:

|                           |               |            |             |      |
|---------------------------|---------------|------------|-------------|------|
| Federal government grants | \$ 13,516,266 | 20,531,588 | (7,015,322) | 34%  |
| State government grants   | 2,295,715     | 4,397,516  | (2,101,801) | -48% |
| Grant from Other Sources  | 1,118,375     | 1,889,850  | (771,475)   | -41% |
| Total Restricted Revenues | 16,930,356    | 26,818,954 | (9,888,598) | -37% |

## Restricted expenses:

|                     |              |              |                |     |
|---------------------|--------------|--------------|----------------|-----|
|                     | 7,970,560    | 27,013,793   | 19,043,233     | 70% |
| Excess (deficiency) | \$ 8,959,796 | \$ (194,839) | \$ (9,154,635) |     |

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

## Restricted revenue:

|                          |          |          |      |    |
|--------------------------|----------|----------|------|----|
| Federal government grant | \$ 5,700 | \$ 5,700 | \$ - | 0% |
|--------------------------|----------|----------|------|----|

## Restricted expenses:

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

|                     |          |      |            |  |
|---------------------|----------|------|------------|--|
| Excess (deficiency) | \$ 5,700 | \$ - | \$ (5,700) |  |
|---------------------|----------|------|------------|--|

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

## Restricted revenues:

|                   |           |           |      |    |
|-------------------|-----------|-----------|------|----|
| Scholarship Award | \$ 10,000 | \$ 10,000 | \$ - | 0% |
|-------------------|-----------|-----------|------|----|

## Restricted expenses:

|                     |           |        |             |      |
|---------------------|-----------|--------|-------------|------|
| Online Instruction  | -         | 10,000 | 10,000      | 100% |
|                     | -         | 10,000 | 10,000      | 0%   |
|                     | -         | -      | -           |      |
| Excess (deficiency) | \$ 10,000 | \$ -   | \$ (10,000) |      |

**Scholarships- 21-8010 AICF (July1, 2020 - June 30, 2021)**

## Restricted revenues:

|                   |            |            |           |     |
|-------------------|------------|------------|-----------|-----|
| Scholarship Award | \$ 116,727 | \$ 102,500 | \$ 14,227 | 14% |
|-------------------|------------|------------|-----------|-----|

## Restricted expenses:

|                               |        |         |        |      |
|-------------------------------|--------|---------|--------|------|
| Travel/Meeting/Office Expense | -      | 2,500   | 2,500  | 100% |
| Scholarships                  | 11,500 | 100,000 | 88,500 | 89%  |
|                               | 11,500 | 102,500 | 91,000 | 0%   |



|                     |            |      |             |  |
|---------------------|------------|------|-------------|--|
| Excess (deficiency) | \$ 105,227 | \$ - | \$ (76,773) |  |
|---------------------|------------|------|-------------|--|

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

## Restricted revenue:

|                          |            |            |              |      |
|--------------------------|------------|------------|--------------|------|
| Federal government grant | \$ 403,442 | \$ 924,823 | \$ (521,381) | -56% |
|--------------------------|------------|------------|--------------|------|

## Restricted expenses:

|                           |              |         |              |     |
|---------------------------|--------------|---------|--------------|-----|
| Compensation              | 78,050       | 78,050  | -            |     |
| Employee Related Expenses | 7,842        | 7,842   | -            |     |
| Office Supplies           | -            | -       | -            |     |
| Grants to students        | 466,367      | 775,181 | 308,814      | 40% |
| Awards & Gifts            | 86,250       | 63,750  | (22,500)     |     |
|                           | 638,509      | 924,823 | 286,314      |     |
| Excess (deficiency)       | \$ (235,067) | \$ -    | \$ (235,067) |     |

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

## Restricted revenue:

|                          |              |              |                |    |
|--------------------------|--------------|--------------|----------------|----|
| Federal government grant | \$ 1,204,993 | \$ 7,001,292 | \$ (5,796,299) | 0% |
|--------------------------|--------------|--------------|----------------|----|

## Restricted expenses:

|   |              |           |              |      |
|---|--------------|-----------|--------------|------|
| Compensation                                | 305,556      | -         | (305,556)    | 0%   |
| Employee related expenses                   | 18,979       | -         | (18,979)     | 0%   |
| SCAC Grants to or expenditures for students | -            | 274,665   | 274,665      | 100% |
| Postage & Delivery                          | 9,582        |           | (9,582)      | 0%   |
| Building Rent                               | 4,584        |           |              |      |
| Building R&M                                | 9,026        |           | (9,026)      | 0%   |
| Consultant Fees                             | 55,453       | -         | (55,453)     | 0%   |
| Staff Development                           | 6,588        |           | (6,588)      | 0%   |
| Education Supplies                          | 8,981        |           | (8,981)      | 0%   |
| Meeting Expense                             | 5,718        | -         | (5,718)      | 0%   |
| Custodial Expenses                          | 115,682      |           | (115,682)    | 0%   |
| CARES ACT Highed Ed Emergency Relief        | 326,193      |           | (326,193)    | 0%   |
| Residence Fees Lost                         | 39,600       | 39,600    | (286,593)    | 100% |
| Residence Fees Refunded TOCC                | 17,528       | 17,528    | -            | 0%   |
| Contracts/Subcontracts/consultants          | -            |           | -            | 0%   |
| Cleaning Supplies                           | 1,193        |           | (1,193)      |      |
| Indirect Costs                              | 159,032      |           | (159,032)    | 0%   |
| Other Structural Improvements               | 94,079       |           | (94,079)     | 0%   |
| Computer Equipment                          | 416,392      |           | (416,392)    | 0%   |
| Grants to or expenditures for TOCC students | -            | 6,669,499 | 6,669,499    | 100% |
|   | 1,594,166    | 7,001,292 | 5,125,117    |      |
| Excess (deficiency)                         | \$ (389,173) | \$ -      | \$ (671,182) |      |

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

## Restricted revenue:

|                          |            |            |              |      |
|--------------------------|------------|------------|--------------|------|
| Federal government grant | \$ 473,529 | \$ 600,000 | \$ (126,471) | -21% |
|--------------------------|------------|------------|--------------|------|

## Restricted expenses:

|                     |         |         |           |     |
|---------------------|---------|---------|-----------|-----|
| Office Supplies     |         | -       | -         |     |
| Grants to students  | 473,529 | 600,000 | 126,471   | 21% |
|                     | 473,529 | 600,000 | (126,471) |     |
| Excess (deficiency) | \$ -    | \$ -    | \$ -      |     |

**TOTAL STUDENT FINANCIAL AID**

## Restricted revenue:

|                           |              |              |                |      |
|---------------------------|--------------|--------------|----------------|------|
| Federal government grants | \$ 2,214,391 | \$ 8,644,315 | \$ (6,429,924) | -74% |
| Restricted donations      | 122,427      | 108,200      | 14,227         | 13%  |

|                     |                     |                   |                     |             |
|---------------------|---------------------|-------------------|---------------------|-------------|
|                     | <u>2,336,818</u>    | <u>8,752,515</u>  | <u>(6,415,697)</u>  | <u>-73%</u> |
| Restricted expenses | <u>2,717,704</u>    | <u>8,628,615</u>  | <u>5,910,911</u>    | <u>69%</u>  |
|                     |                     |                   | <u>-</u>            |             |
| Excess (deficiency) | \$ <u>(380,886)</u> | \$ <u>123,900</u> | \$ <u>(504,786)</u> |             |

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**INTEROFFICE MEMORANDUM**

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**TO: BOARD OF TRUSTEES, TOHONO O'ODHAM COMMUNITY COLLEGE**  
**FROM: MIKE MAINUS - CONTROLLER**  
**DATE**  
**AGENDA ITEM: MONTHLY FINANCIAL REPORTS FOR NOVEMBER 30, 2021**

**EXECUTIVE SUMMARY**

Enclosed are the financial reports for November 2021, as detailed budget reports by department. The format correlates with the audited financial statements, generally accepted accounting principles and internal account structure. November 30, 2021, as follows:

|   |               |
|---|---------------|
| * Bank of America, regular operational checking account | \$ 16,685,788 |
| * LLC Cash Available                                    | 287,909       |
| * Bank of America Capital Campaign                      | 6,550         |
| * Bookstore Cash  | 8,116         |
| * Petty Cash  | 100           |
| Cash and cash equivalents in all accounts               | \$ 16,988,463 |

## Investments Follow:

|   |              |
|---|--------------|
| * Community Foundation                                | \$ 453,010   |
| * Wells Fargo Securities, Building/Operating Reserves | 1,976,243    |
| Investment total                                      | \$ 2,429,253 |

## Other Assets

|                   |            |               |
|-------------------|------------|---------------|
| Buildings         | 10,601,445 | \$ 14,515,078 |
| Student A/R       | 191,450    |               |
| Grants Receivable | 3,367,985  |               |
| Inventory         | 293,621    |               |
| Prepays           | 45,745     |               |
| Other A/R         | 11,950     |               |
|                   | 14,512,196 |               |

## Total Unrestricted assets

|               |
|---------------|
| \$ 33,932,794 |
|---------------|

**Recommendation:** The President recommends that the Board of Trustees shall accept the financial report For the Month Ended November 30, 2021

**Operating Cash Balance for November, 2021      \$ 4,488,998**

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.

**Tohono O'odham Community College**  
**Statements of Financial Position**  
**November 30, 2021, October 31, 2021, and June 30, 2020 (Audited)**  
**(Intended for internal management purposes only)**

| <b>Assets</b>  | <b>(Unaudited)<br/>November 30<br/>2021</b> | <b>(Unaudited)<br/>October 31<br/>2021</b> | <b>(Audited)<br/>June 30,<br/>2020</b> |
|--|---|--|--|
| Bank of America - operating account                                      | \$ 16,685,788                               | \$ 17,705,729                              | 3,210,085                              |
| Bank of America - capital campaign account                               | 6,550                                       | 6,550                                      | 6,550                                  |
| Bookstore cash   | 8,116                                       | 9,628                                      | 1,297                                  |
| Petty cash   | 100   | 100  | 100                                    |
| LLC Checking and Cash on Hand All Accounts                               | 287,909                                     | 287,909                                    | 156,722                                |
| * Student accounts receivable, net of allowance<br>for doubtful accounts | 191,450                                     | 191,450                                    | 243,407                                |
| Contracts and grants receivable  | 3,367,985                                   | 3,367,985                                  | 675,856                                |
| Bookstore inventory  | 293,621                                     | 291,621                                    | 115,222                                |
| Prepaid expenses   | 45,745                                      | 56,062                                     | 23,516                                 |
| Wells Fargo - Building and Operating reserves                            | 1,979,125                                   | 1,979,125                                  | 1,870,043                              |
| Community Foundation of Southern Arizona - endowment                     | 453,010                                     | 453,010                                    | 374,235                                |
| * Land, buildings and equipment, net of<br>accumulated depreciation      | 10,601,445                                  | 10,601,445                                 | 8,530,120                              |
| Other receivables  | 11,950                                      | 11,950                                     | -                                      |
| <b>Total Assets</b>  | <b>\$ 33,932,794</b>                        | <b>\$ 34,962,564</b>                       | <b>\$ 15,207,153</b>                   |
| <b>Liabilities and Net Equity</b>  |   |  |  |
| Accounts payable   | \$ 187,034                                  | \$ 654,871                                 | 458,932                                |
| Salary related payable   | 525,325                                     | 521,260                                    | 408,884                                |
| Deposits/Funds Held for others   | 29,870                                      | 29,870                                     | 36,600                                 |
| Other Payables and Accrued Expenses                                      | 31,392                                      | 26,003                                     | \$ 5,208                               |
| Deferred grant revenue   | 11,146,008                                  | 11,146,008                                 | 1,078,863                              |
| <b>Total Liabilities</b>   | <b>\$ 11,919,629</b>                        | <b>\$ 12,378,012</b>                       | <b>\$ 1,988,487</b>                    |
| <b>Equity:</b>   |   |  |  |
| 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                              | 11,207,218                                  | 11,778,605                                 | 2,418,456                              |
| <b>Unrestricted Equity</b>   | <b>\$ 21,874,365</b>                        | <b>\$ 22,445,752</b>                       | <b>\$ 13,085,603</b>                   |
| Temporarily restricted   | \$ 34,847                                   | \$ 34,847                                  | \$ 34,847                              |
| Permanently restricted   | 103,953                                     | 103,953                                    | 98,216                                 |
| <b>Restricted Equity</b>   | <b>\$ 138,800</b>                           | <b>\$ 138,800</b>                          | <b>\$ 133,063</b>                      |
| <b>Total Liabilities and Equity</b>                                      | <b>\$ 33,932,794</b>                        | <b>\$ 34,962,564</b>                       | <b>\$ 15,207,153</b>                   |

## \*Recap #1

|   |                   |                   |                |
|---|-------------------|-------------------|----------------|
| * Recap Explained of Net Students Accounts Receivable | November 2021     | October 2021      | \$ June 2020   |
| Accounts Receivable                                   | \$ 278,093        | \$ 278,093        | 349,632        |
| Allowance for Bad Debt                                | (86,643)          | (86,643)          | (201,808)      |
| * Student accounts receivable, net of allowance       | <u>\$ 191,450</u> | <u>\$ 191,450</u> | <u>147,824</u> |

## \*Recap #2

|  |                      |                      |                     |
|--|----------------------|----------------------|---------------------|
| * Recap Explained of Net Net Fixed Assets                      | November 2021        | October 2021         | June 2020           |
| Land Buildings & Equipment                                     | \$ 18,505,138        | \$ 18,505,138        | \$ 14,609,425       |
| Allowance for Depreciation                                     | (7,903,693)          | (7,903,693)          | (6,549,031)         |
| * Land building and Equipment, net of Accumulated Depreciation | <u>\$ 10,601,445</u> | <u>\$ 10,601,445</u> | <u>\$ 8,060,394</u> |



**TOHONO O'ODHAM COMMUNITY COLLEGE**

**Unrestricted Budget Activity**

**For the Month Ended November 30, 2021**

Tohono O'odham Community College  
Statement of Activities - Budget and Actual  
For the Month Ended November 30, 2021  
(Intended for internal management purposes only)

| <b>UNRESTRICTED OPERATING BUDGET</b>                      | FY 2022                |                  | Budget<br>Variance | Remaining<br>% |
|---|------------------------|------------------|--------------------|----------------|
|   | Year-to-Date<br>Actual | Annual<br>Budget |                    |                |
| <b>Unrestricted revenues:</b>                             |                        |                  |                    |                |
| Tuition and fees  | \$ 40,519              | \$ 91,010        | \$ (50,491)        | -55%           |
| 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     | 2,090                  | 345,000          | (342,910)          | -99%           |
| Unrestricted gifts and donations                          | 1,295                  | 13,000           | (11,705)           | -90%           |
| Bookstore sales   | 44,686                 | 46,000           | (1,314)            | -3%            |
| LLC Contract  | 23,939                 | 143,633          | (119,694)          | -83%           |
| Miscellaneous income                                      | 20,168                 | 30,000           | (9,832)            | -33%           |
| Total Unrestricted Revenues                               | \$ 7,288,386           | \$ 7,725,158     | \$ (436,772)       | -6%            |
| <b>Unrestricted expenses:</b>                             |                        |                  |                    |                |
| Educational program services:                             |                        |                  |                    |                |
| Instruction   | \$ 679,978             | \$ 1,781,709     | \$ 1,101,731       | 62%            |
| Student services  | 411,150                | 1,154,445        | 743,295            | 64%            |
| Auxiliary enterprises                                     | 130,708                | 452,505          | 321,797            | 71%            |
| Supporting services:                                      |                        |                  |                    |                |
| Academic support  | 99,118                 | 415,969          | 316,851            | 76%            |
| Institutional support without Depreciation/Bad Debts      | 746,571                | 1,983,937        | 1,237,366          | 62%            |
| Facility operations and maintenance                       | 301,763                | 1,103,587        | 801,824            | 73%            |
| Sustainability  | 63,088                 | 150,255          | 87,167             | 58%            |
| Cultural Liason   | 33,462                 | 86,988           | 53,526             | 62%            |
| Student Life  | 130,565                | 427,760          | 297,195            | 69%            |
| San Carlos BIE Funds and Tuition and Fees                 | -                      | 463,794          | 463,794            | 100%           |
| Culinary Arts Program                                     | -                      | 61,383           | 61,383             | 100%           |
| Total Unrestricted Expenses                               | \$ 2,596,403           | \$ 8,082,332     | \$ 5,485,929       | 68%            |
| Unrestricted excess (deficiency) w/o Bad Debts/Depreciati | \$ 4,691,983           | \$ (357,174)     | \$ 5,049,157       |                |

**Tohono O'odham Community College**  
**Unrestricted Expenses and Budget by Department**  
**For the Month Ended November 30, 2021**  
**(Intended for internal management purposes only)**

**Note: Remaining Budget Target for  
Operational expenses is 58 %**

|   | <u>Year-to-Date</u> |           | <u>2021 Annual</u> | <u>Remaining</u>    | <u>Remaining</u> |
|---|---------------------|-----------|--------------------|---------------------|------------------|
|   | <u>Actual</u>       |           | <u>Budget</u>      | <u>Budget</u>       | <u>%</u>         |
| <b>INSTRUCTION</b>                        |                     |           |                    |                     |                  |
| <b>Instruction - 1100</b>                 |                     |           |                    |                     |                  |
| Compensation                              | \$ 543,801          | \$        | 1,261,006          | \$ 717,205          | 57%              |
| Employee related expenses                 | 76,457              |           | 292,182            | 215,725             | 74%              |
| Employee tuition waivers/tuition waivers  |                     |           | 1,500              | 1,500               | 100%             |
| Travel and training                       |                     |           | 11,700             | 11,700              | 100%             |
| Mileage                                   |                     |           | 3,800              | 3,800               | 100%             |
| Registrations                             | 236                 |           | 3,800              | 3,564               | 94%              |
| Commuter Allowance                        | 1,491               |           | 3,600              | 2,109               | 59%              |
| Printing                                  |                     |           | 2,000              | 2,000               | 100%             |
| Consultant Fees                           | 800                 |           | 2,800              | 2,000               | 71%              |
| Education Supplies                        | 1,895               |           | 9,000              | 7,105               | 79%              |
| Office supplies                           |                     |           | 9,000              | 9,000               | 100%             |
| Art program Supplies                      | 74                  |           | 15,000             | 14,926              | 100%             |
| Meeting expense                           | 2,138               |           | 3,000              | 862                 | 29%              |
| Subscriptions/Periodicals                 |                     |           | 2,400              | 2,400               | 100%             |
| Furniture & Fixtures                      |                     |           | 5,000              | 5,000               | 100%             |
|   | <u>\$ 626,892</u>   | <u>\$</u> | <u>1,625,788</u>   | <u>\$ 998,896</u>   | <u>61%</u>       |
| <b>Work Force Comm Development - 1500</b> |                     |           |                    |                     |                  |
| Compensation                              | \$ 42,665           | \$        | 101,856            | \$ 59,191           | 58%              |
| Employee related expenses                 | 9,609               |           | 24,515             | 14,906              | 61%              |
| Travel & Training                         |                     |           | 3,000              | 3,000               | 100%             |
| Mileage                                   |                     |           | 300                | 300                 | 100%             |
| Registrations                             |                     |           | 1,000              | 1,000               | 100%             |
| Commuter Allowance                        | 745                 |           | 1,800              | 1,055               | 59%              |
| Advertising & Promotion                   |                     |           | 3,200              | 3,200               | 100%             |
| Office supplies                           |                     |           | 500                | 500                 | 100%             |
| Meeting Expense                           | 67                  |           | 1,000              | 933                 | 93%              |
| Tuition Waivers                           |                     |           | 2,500              | 2,500               | 100%             |
| Contracts/Subcontracts                    | -                   |           | -                  | -                   | 0%               |
| Other Tools and Equipment                 | -                   |           | 2,000              | 2,000               | 100%             |
| Office Equipment                          |                     |           | 6000               | 6000                | 100%             |
|   | <u>\$ 53,086</u>    | <u>\$</u> | <u>147,671</u>     | <u>\$ 94,585</u>    | <u>64%</u>       |
| <b>ABE-GED - 1800</b>                     |                     |           |                    |                     |                  |
| Travel/training/Registrations             | \$ -                | \$        | 5,000              | \$ 5,000            | 100%             |
| 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>\$ -</u>         | <u>\$</u> | <u>8,250</u>       | <u>\$ 8,250</u>     | <u>100%</u>      |
| <b>TOTAL INSTRUCTION</b>                  | <u>\$ 679,978</u>   | <u>\$</u> | <u>1,781,709</u>   | <u>\$ 1,101,731</u> | <u>62%</u>       |



**Tohono O'odham Community College**  
**Unrestricted Expenses and Budget by Department**  
**For the Month Ended November 30, 2021**  
**(Intended for internal management purposes only)**

**Note: Remaining Budget Target for  
Operational expenses is 58 %**

|                                    | <u>Year-to-Date</u> |           | <u>2021 Annual</u> | <u>Remaining</u>  | <u>Remaining</u> |
|------------------------------------|---------------------|-----------|--------------------|-------------------|------------------|
|                                    | <u>Actual</u>       |           | <u>Budget</u>      | <u>Budget</u>     | <u>%</u>         |
| <b>STUDENT SERVICES</b>            |                     |           |                    |                   |                  |
| <b>Student services - 5100</b>     |                     |           |                    |                   |                  |
| Compensation                       | \$ 223,625          | \$        | 503,696            | \$ 280,071        | 56%              |
| Employee related expenses          | 50,289              |           | 196,817            | 146,528           | 74%              |
| Recruiting                         | 10,037              |           | 18,000             | 7,963             | 44%              |
| Employee tuition waivers           |                     |           | 1,000              | 1,000             | 100%             |
| Travel and training                | 1,329               |           | 30,000             | 28,671            | 96%              |
| Mileage                            |                     |           | 750                | 750               | 100%             |
| Registrations                      |                     |           | 1,950              | 1,950             | 100%             |
| Commuter Allowance                 | 1,491               |           | 3,600              | 2,109             | 59%              |
| Graduation                         |                     |           | 8,000              | 8,000             | 100%             |
| Printing                           |                     |           | 3,300              | 3,300             | 100%             |
| Memberships                        |                     |           | 1,205              | 1,205             | 100%             |
| Advertising                        |                     |           | 4,900              | 4,900             | 100%             |
| Comm/student events                | 180                 |           | 13,000             | 12,820            | 99%              |
| Consultant Fees                    |                     |           | 15,000             | 15,000            | 100%             |
| Education supplies                 |                     |           | 2,500              | 2,500             | 100%             |
| Office supplies                    | 140                 |           | 4,200              | 4,060             | 97%              |
| Meeting expense                    |                     |           | 3,000              | 3,000             | 100%             |
| Promotional                        |                     |           | 1,500              | 1,500             | 100%             |
| Furniture and Fixtures             | 7,454               |           | 2,600              | (4,854)           | 0%               |
| Office Equipment                   |                     |           | 2,148              | 2,148             | 100%             |
|                                    | <u>\$ 294,545</u>   | <u>\$</u> | <u>817,166</u>     | <u>\$ 522,621</u> | <u>64%</u>       |
| <b>Financial aid office - 5200</b> |                     |           |                    |                   |                  |
| Compensation                       | \$ 63,009           | \$        | 168,848            | \$ 105,839        | 63%              |
| Employee related expenses          | 16,459              |           | 58,444             | 41,985            | 72%              |
| Travel and training                |                     |           | 10,000             | 10,000            | 100%             |
| Registrations                      |                     |           | 2,000              | 2,000             | 100%             |
| Memberships                        |                     |           | 1,000              | 1,000             | 100%             |
| Office supplies                    |                     |           | 2,000              | 2,000             | 100%             |
| Promotional                        |                     |           | 2,000              | 2,000             | 100%             |
|                                    | <u>\$ 79,468</u>    | <u>\$</u> | <u>244,292</u>     | <u>\$ 164,824</u> | <u>67%</u>       |
| <b>Residence Life - 5400</b>       |                     |           |                    |                   |                  |
| Compensation                       | \$ 17,443           | \$        | 41,845             | \$ 24,402         | 58%              |
| Employee related expenses          | 4,509               |           | 13,507             | 8,998             | 67%              |
| Travel and training expense        |                     |           | 1,500              | 1,500             | 100%             |
| Mileage                            |                     |           | 200                | 200               | 100%             |
| Registration expenses              |                     |           | 400                | 400               | 100%             |
| Communications                     | 117                 |           | 635                | 518               | 82%              |
| Memberships                        |                     |           | 300                | 300               | 100%             |
| Advertising                        |                     |           | 300                | 300               | 100%             |
| Comm/student events                |                     |           | 3,500              | 3,500             | 100%             |
| Office supplies                    |                     |           | 600                | 600               | 100%             |
| Meeting Expense                    |                     |           | 1,000              | 1,000             | 100%             |
| Custodial Expenses                 | 17                  |           | 3,000              | 2,983             | 99%              |
| Subscriptions/periodicals          |                     |           | 3,000              | 3,000             | 100%             |
| Stipends                           |                     |           | 5,000              | 5,000             | 100%             |
| Furniture & Fixtures               | 15,051              |           | 17,200             | 2,149             | 12%              |
|                                    | <u>37,137</u>       | <u>\$</u> | <u>91,987</u>      | <u>\$ 54,850</u>  | <u>60%</u>       |

**Tohono O'odham Community College**  
**Unrestricted Expenses and Budget by Department**  
**For the Month Ended November 30, 2021**  
**(Intended for internal management purposes only)**

**Note: Remaining Budget Target for  
Operational expenses is 58 %**

|                                    | <u>Year-to-Date</u> |                     | <u>2021 Annual</u> | <u>Remaining</u> | <u>Remaining</u> |
|------------------------------------|---------------------|---------------------|--------------------|------------------|------------------|
|                                    | <u>Actual</u>       |                     | <u>Budget</u>      | <u>Budget</u>    | <u>%</u>         |
| <b>Student senate - 1410</b>       |                     |                     |                    |                  |                  |
| Office supplies                    |                     |                     | 400                | 400              | 100%             |
| Meeting expense                    | \$ -                | \$ 600              | \$ 600             | \$ 600           | 100%             |
|                                    | \$ -                | \$ 1,000            | \$ 1,000           | \$ 1,000         | 100%             |
|                                    |                     |                     |                    | -                |                  |
| <b>TOTAL STUDENT SERVICES</b>      | <b>\$ 411,150</b>   | <b>\$ 1,154,445</b> | <b>\$ 743,295</b>  | <b>64%</b>       |                  |
| <b>AUXILIARY ENTERPRISES</b>       |                     |                     |                    |                  |                  |
| <b>Athletics - 5300</b>            |                     |                     |                    |                  |                  |
| Compensation                       | \$ 44,128           | \$ 105,690          | \$ 61,562          | 58%              |                  |
| Employee related expenses          | 12,881              | 37,115              | 24,234             | 65%              |                  |
| Recruiting Expense                 |                     | 2,000               | 2,000              | 100%             |                  |
| Travel                             |                     | 6,000               | 6,000              | 100%             |                  |
| Machinery/Equipment Repairs        | 79                  | 7,000               | 6,921              | 99%              |                  |
| Vehicle Rental                     |                     | 4,000               | 4,000              | 100%             |                  |
| Fuel                               | 291                 | 1,500               | 1,209              | 81%              |                  |
| Hotel                              | 3,677               | 3,500               | (177)              | 0%               |                  |
| Uniform/Retail Purchases           |                     | 8,000               | 8,000              | 100%             |                  |
| Meals                              | 2,487               | 6,500               | 4,013              | 62%              |                  |
| Memberships                        | 7,901               | 9,000               | 1,099              | 12%              |                  |
| Advertising & Promotion            | 1,258               | 8,000               | 6,742              | 84%              |                  |
| Consultant Fees                    |                     | 5,000               | 5,000              | 100%             |                  |
| On Travel Medical                  |                     | 3,000               | 3,000              | 100%             |                  |
| Other Professional Fees            | 1,672               | 3,000               | 1,328              | 44%              |                  |
| Office Supplies                    | 94                  | 2,500               | 2,406              | 96%              |                  |
| Tuition Waivers                    |                     | 25,000              | 25,000             | 100%             |                  |
| Contracts/Subcontracts             | 8,336               | 18,000              | 9,664              | 54%              |                  |
| Program Supplies                   | 3,248               | 18,000              | 14,752             | 82%              |                  |
| Archery Expense                    | 326                 | 7,000               | 6,674              | 95%              |                  |
|                                    | <u>86,378</u>       | <u>279,805</u>      | <u>193,427</u>     | <u>69%</u>       |                  |
| <b>Bookstore - 9100</b>            |                     |                     |                    |                  |                  |
| Compensation                       | \$ 29,742           | \$ 72,023           | \$ 42,281          | 59%              |                  |
| Employee related expenses          | 8,158               | 23,377              | 15,219             | 65%              |                  |
| Cost of Goods Sold-Retail          |                     | 60,000              | 60,000             | 100%             |                  |
| Office supplies                    |                     | 4,300               | 4,300              | 100%             |                  |
| Promotional                        | 6,430               | 13,000              | 6,570              | 51%              |                  |
|                                    | <u>\$ 44,330</u>    | <u>\$ 172,700</u>   | <u>\$ 128,370</u>  | <u>74%</u>       |                  |
| <b>TOTAL AUXILIARY ENTERPRISES</b> | <b>\$ 130,708</b>   | <b>\$ 452,505</b>   | <b>\$ 321,797</b>  | <b>71%</b>       |                  |



Tohono O'odham Community College  
Unrestricted Expenses and Budget by Department  
For the Month Ended November 30, 2021  
(Intended for internal management purposes only)

Note: Remaining Budget Target for  
Operational expenses is 58 %

| Note: Remaining Budget Target for<br>Operational expenses is 58 % |    | Year-to-Date  |    | 2021 Annual    |    | Remaining      |  | Remaining  |  |
|---|----|---------------|----|----------------|----|----------------|--|------------|--|
|   |    | Actual        |    | Budget         |    | Budget         |  | %          |  |
| <b>ACADEMIC SUPPORT</b>   |    |               |    |                |    |                |  |            |  |
| <b>Academic support - 1200</b>                                    |    |               |    |                |    |                |  |            |  |
| Compensation  | \$ | 29,675        | \$ | 92,333         | \$ | 62,658         |  | 68%        |  |
| Employee related expenses   |    | 10,271        |    | 43,467         |    | 33,196         |  | 76%        |  |
| Employee Tuition Waivers  |    |               |    | 400            |    | 400            |  | 100%       |  |
| Travel and training   |    |               |    | 1,500          |    | 1,500          |  | 100%       |  |
| Mileage   |    |               |    | 250            |    | 250            |  | 100%       |  |
| Registrations   |    |               |    | 250            |    | 250            |  | 100%       |  |
| Community Student Events  |    |               |    | 3,000          |    | 3,000          |  | 100%       |  |
| Consultant fees   |    |               |    | 2,500          |    | 2,500          |  | 100%       |  |
| Education Supplies  |    |               |    | 3,000          |    | 3,000          |  | 100%       |  |
| Office supplies   |    |               |    | 4,000          |    | 4,000          |  | 100%       |  |
| Meeting Expense   |    | 1,053         |    | 2,000          |    | 947            |  | 47%        |  |
| Proi  |    | -             |    | 1,500          |    | 1,500          |  | 100%       |  |
|   | \$ | <u>40,999</u> | \$ | <u>154,200</u> | \$ | <u>113,201</u> |  | <u>73%</u> |  |
| <b>Library - 4130</b>   |    |               |    |                |    |                |  |            |  |
| Compensation  | \$ | 31,175        | \$ | 135,336        | \$ | 104,161        |  | 77%        |  |
| Employee related expenses   |    | 10,580        |    | 53,933         |    | 43,353         |  | 80%        |  |
| 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   |    | 3,080         |    | 15,600         |    | 12,520         |  | 80%        |  |
| Office supplies   |    |               |    | 5,000          |    | 5,000          |  | 100%       |  |
| Meeting expenses  |    |               |    | 400            |    | 400            |  | 100%       |  |
| Subscriptions/periodicals   |    | 6,126         |    | 25,790         |    | 19,664         |  | 76%        |  |
| Contracts/subcontracts  |    | 7,075         |    | 12,000         |    | 4,925          |  | 41%        |  |
| Promotional   |    |               |    | 600            |    | 600            |  | 100%       |  |
| Office equipment  |    |               |    | 4,000          |    | 4,000          |  | 100%       |  |
| Library collection  |    |               |    | 5,000          |    | 5,000          |  | 100%       |  |
| Depreciation  |    | -             |    |                |    | -              |  |            |  |
|   | \$ | <u>58,119</u> | \$ | <u>261,769</u> | \$ | <u>203,650</u> |  | <u>78%</u> |  |
| <b>TOTAL ACADEMIC SUPPORT</b>                                     |    |               |    |                |    |                |  |            |  |
|   | \$ | <u>99,118</u> | \$ | <u>415,969</u> | \$ | <u>316,851</u> |  | <u>76%</u> |  |

**Tohono O'odham Community College**  
**Unrestricted Expenses and Budget by Department**  
**For the Month Ended November 30, 2021**  
**(Intended for internal management purposes only)**

**Note: Remaining Budget Target for  
Operational expenses is 58 %**

|   | <u>Year-to-Date</u> |           | <u>2021 Annual</u> |           | <u>Remaining</u> | <u>Remaining</u> |
|---|---------------------|-----------|--------------------|-----------|------------------|------------------|
|   | <u>Actual</u>       |           | <u>Budget</u>      |           | <u>Budget</u>    | <u>%</u>         |
| <b>INSTITUTIONAL SUPPORT</b>              |                     |           |                    |           |                  |                  |
| <b>President's office - 6100</b>          |                     |           |                    |           |                  |                  |
| Compensation                              | \$ 67,439           | \$        | 153,498            | \$        | 86,059           | 56%              |
| Employee related expenses                 | 15,750              |           | 38,740             |           | 22,990           | 59%              |
| Student related travel                    |                     |           | 2,000              |           | 2,000            | 100%             |
| Travel and training                       | 113                 |           | 1,000              |           | 887              | 89%              |
| Mileage                                   | 146                 |           | 400                |           | 254              | 64%              |
| Registrations                             |                     |           | 1,000              |           | 1,000            | 100%             |
| Car Allowance                             | 2,983               |           | 7,200              |           | 4,217            | 59%              |
| Office supplies                           | 50                  |           | 500                |           | 450              | 90%              |
| Meeting expenses                          | 519                 |           | 500                |           | (19)             | 0%               |
|   | <u>\$ 87,000</u>    | <u>\$</u> | <u>204,838</u>     | <u>\$</u> | <u>117,838</u>   | <u>58%</u>       |
| <b>Himdag - 6150</b>                      |                     |           |                    |           |                  |                  |
| Comm/Student/Events                       | \$ 113              | \$        | 2,000              | \$        | 1,887            | 94%              |
| Meeting Expense                           |                     |           | 700                |           | 700              | 100%             |
| Promotional                               | -                   |           | 1,000              |           | 1,000            | 100%             |
|   | <u>\$ 113</u>       | <u>\$</u> | <u>3,700</u>       | <u>\$</u> | <u>3,587</u>     | <u>97%</u>       |
| <b>Board of Trustees - 6190</b>           |                     |           |                    |           |                  |                  |
| Trustee fees                              | \$ 8,310            | \$        | 17,000             | \$        | 8,690            | 51%              |
| Travel and training                       |                     |           | 4,500              |           | 4,500            | 100%             |
| Mileage                                   | 1,541               |           | 2,500              |           | 959              | 38%              |
| Registrations                             |                     |           | 500                |           | 500              | 100%             |
| Communications                            | 200                 |           | 900                |           | 700              | 78%              |
| Meeting expenses                          | 1,341               |           | 4,000              |           | 2,659            | 66%              |
|   | <u>\$ 11,392</u>    | <u>\$</u> | <u>29,400</u>      | <u>\$</u> | <u>18,008</u>    | <u>61%</u>       |
| <b>Institutional Effectiveness - 1300</b> |                     |           |                    |           |                  |                  |
| Compensation                              | \$ 20,928           | \$        | 50,140             | \$        | 29,212           | 58%              |
| Employee related expenses                 | 4,928               |           | 15,045             |           | 10,117           | 67%              |
| 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>\$ 25,856</u>    | <u>\$</u> | <u>68,185</u>      | <u>\$</u> | <u>42,329</u>    | <u>62%</u>       |
| <b>LLC Support - 1401</b>                 |                     |           |                    |           |                  |                  |
| Compensation                              | \$ 62,204           | \$        | 117,081            | \$        | 54,877           | 47%              |
| Employee related expenses                 | 10,904              |           | 51,201             |           | 40,297           | 79%              |
| Communications                            | 51                  |           | -                  |           | (51)             | 0%               |
| Vehicle Rentals                           | 8,214               |           | 26,000             |           | 17,786           | 68%              |
|   | <u>\$ 81,373</u>    | <u>\$</u> | <u>194,282</u>     | <u>\$</u> | <u>112,909</u>   | <u>58%</u>       |

**Tohono O'odham Community College**  
**Unrestricted Expenses and Budget by Department**  
**For the Month Ended November 30, 2021**  
**(Intended for internal management purposes only)**

**Note: Remaining Budget Target for  
Operational expenses is 58 %**

|  | <u>Year-to-Date</u> |           | <u>2021 Annual</u> |           | <u>Remaining</u> | <u>Remaining</u> |
|--|---------------------|-----------|--------------------|-----------|------------------|------------------|
|  | <u>Actual</u>       |           | <u>Budget</u>      |           | <u>Budget</u>    | <u>%</u>         |
| <b>Administration &amp; Finance - 6200</b> |                     |           |                    |           |                  |                  |
| Compensation                               | \$ 148,188          | \$        | 366,882            | \$        | 218,694          | 60%              |
| Employee related expenses                  | 35,060              |           | 147,493            |           | 112,433          | 76%              |
| Employee Tuition Waivers                   | -                   |           | 650                |           | 650              | 100%             |
| Travel and training                        |                     |           | 1,000              |           | 1,000            | 100%             |
| Mileage                                    |                     |           | 100                |           | 100              | 100%             |
| Registrations                              |                     |           | 250                |           | 250              | 100%             |
| Commuter Allowance                         | 2,237               |           | 5,400              |           | 3,163            | 59%              |
| Auditing                                   |                     |           | 47,000             |           | 47,000           | 100%             |
| Office supplies                            |                     |           | 4,000              |           | 4,000            | 100%             |
| Meeting expenses                           |                     |           | 400                |           | 400              | 100%             |
| Contracts/subcontracts                     | 44,482              |           | 135,000            |           | 90,518           | 67%              |
| Bank Charges                               | 1,475               |           | 6,000              |           | 4,525            | 75%              |
|  | <u>\$ 231,442</u>   | <u>\$</u> | <u>714,175</u>     | <u>\$</u> | <u>482,733</u>   | <u>68%</u>       |
| <b>General support services - 6300</b>     |                     |           |                    |           |                  |                  |
| Benefits Unemployment                      | \$                  | \$        | 12,000             | \$        | 12,000           | 100%             |
| Postage & Delivery                         | 2,755               |           | 12,000             |           | 9,245            | 77%              |
| Insurance                                  | 73,496              |           | 95,000             |           | 21,504           | 23%              |
| Memberships                                | 36,105              |           | 35,000             |           | (1,105)          | 0%               |
| Legal Fees                                 | 6,933               |           | 25,000             |           | 18,067           | 72%              |
| Meeting expenses                           | 548                 |           | 6,000              |           | 5,452            | 91%              |
| Subscriptions & Periodicals                | 285                 |           | 7,000              |           | 6,715            | 96%              |
| Promotional                                |                     |           | 2,500              |           | 2,500            | 100%             |
|  | <u>\$ 120,122</u>   | <u>\$</u> | <u>194,500</u>     | <u>\$</u> | <u>74,378</u>    | <u>38%</u>       |
| <b>IT - 6350</b>                           |                     |           |                    |           |                  |                  |
| Compensation                               | \$ 33,667           | \$        | 137,397            | \$        | 103,730          | 75%              |
| Employee related expenses                  | 9,952               |           | 79,253             |           | 69,301           | 87%              |
| Employee Tuition Waivers                   |                     |           | 300                |           | 300              | 100%             |
| Travel and training                        |                     |           | 3,000              |           | 3,000            | 100%             |
| Registrations                              |                     |           | 3,000              |           | 3,000            | 100%             |
| Communications                             | 46,784              |           | 85,842             |           | 39,058           | 45%              |
| Memberships                                | 730                 |           | 700                |           | (30)             | 0%               |
| Consultant Fees & Expenses                 | 3,184               |           | 25,000             |           | 21,816           | 87%              |
| Licenses and fees                          |                     |           | 16,586             |           | 16,586           | 100%             |
| Office supplies                            |                     |           | 500                |           | 500              | 100%             |
| Meeting Expense                            |                     |           | 250                |           | 250              | 100%             |
| Contracts/subcontracts                     | 38,189              |           | 47,067             |           | 8,878            | 19%              |
| Other Equipment & Tools                    |                     |           | 20,000             |           | 20,000           | 100%             |
| Office Equipment                           |                     |           | 3,500              |           | 3,500            | 100%             |
|  | <u>\$ 132,506</u>   | <u>\$</u> | <u>422,395</u>     | <u>\$</u> | <u>289,889</u>   | <u>69%</u>       |



**Tohono O'odham Community College**  
**Unrestricted Expenses and Budget by Department**  
**For the Month Ended November 30, 2021**  
**(Intended for internal management purposes only)**

**Note: Remaining Budget Target for  
Operational expenses is 58 %**

|                                    | <u>Year-to-Date</u> |           | <u>2021 Annual</u> |           | <u>Remaining</u> | <u>Remaining</u> |
|------------------------------------|---------------------|-----------|--------------------|-----------|------------------|------------------|
|                                    | <u>Actual</u>       |           | <u>Budget</u>      |           | <u>Budget</u>    | <u>%</u>         |
| <b>Human resources - 6700</b>      |                     |           |                    |           |                  |                  |
| Compensation                       | \$ 44,566           | \$        | 104,619            | \$        | 60,053           | 57%              |
| Employee related expenses          | 8,912               |           | 24,884             |           | 15,972           | 64%              |
| Recruiting                         |                     |           | 1,049              |           | 1,049            | 100%             |
| Employee Tuition Waivers           |                     |           | 100                |           | 100              | 100%             |
| Travel and training                | 280                 |           | 2,655              |           | 2,375            | 89%              |
| Registrations                      | 275                 |           | 2,950              |           | 2,675            | 91%              |
| Commuter Allowance                 | 746                 |           | 1,800              |           | 1,054            | 59%              |
| Memberships                        | 375                 |           | 885                |           | 510              | 58%              |
| Advertising                        | 1,234               |           | 7,370              |           | 6,136            | 83%              |
| Other professional fees            | 379                 |           | 4,990              |           | 4,611            | 92%              |
| Office supplies                    |                     |           | 360                |           | 360              | 100%             |
| Subscriptions & Periodicals        |                     |           | 800                |           | 800              | 100%             |
|                                    | <u>\$ 56,767</u>    | <u>\$</u> | <u>152,462</u>     | <u>\$</u> | <u>95,695</u>    | <u>63%</u>       |
| <b>TOTAL INSTITUTIONAL SUPPORT</b> | <u>\$ 746,571</u>   | <u>\$</u> | <u>1,983,937</u>   | <u>\$</u> | <u>1,237,366</u> | <u>62%</u>       |

**Tohono O'odham Community College**  
**Unrestricted Expenses and Budget by Department**  
**For the Month Ended November 30, 2021**  
**(Intended for internal management purposes only)**

**Note: Remaining Budget Target for  
Operational expenses is 58 %**

|  | <u>Year-to-Date</u> |           | <u>2021 Annual</u> | <u>Remaining</u>  | <u>Remaining</u> |
|--|---------------------|-----------|--------------------|-------------------|------------------|
|  | <u>Actual</u>       |           | <u>Budget</u>      | <u>Budget</u>     | <u>%</u>         |
| <b>OPERATIONS AND MAINTENANCE - 7100</b> |                     |           |                    |                   |                  |
| Compensation                             | \$ 144,206          | \$        | 400,773            | \$ 256,567        | 64%              |
| Employee related expenses                | 42,056              |           | 139,704            | 97,648            | 70%              |
| Employee tuition waivers                 |                     |           | 250                | 250               | 100%             |
| Travel and training                      |                     |           | 2,000              | 2,000             | 100%             |
| Commuter Allowance                       | 746                 |           | 1,800              | 1,054             | 59%              |
| Vehicle & Building R&M                   | 5,502               |           | 25,000             | 19,498            | 78%              |
| Auto expenses                            | 4,117               |           | 20,000             | 15,883            | 79%              |
| Vehicle rental                           | 15,106              |           | 110,000            | 94,894            | 86%              |
| Building Rent                            | 45,456              |           | 135,330            | 89,874            | 66%              |
| Utilities                                | 20,677              |           | 150,230            | 129,553           | 86%              |
| Office supplies                          |                     |           | 1,000              | 1,000             | 100%             |
| Custodial expense                        | 453                 |           | 17,500             | 17,047            | 97%              |
| Contracts/subcontracts                   | 23,444              |           | 100,000            | 76,556            | 77%              |
| <b>TOTAL OPERATIONS AND MAINTENANCE</b>  | <b>\$ 301,763</b>   | <b>\$</b> | <b>1,103,587</b>   | <b>\$ 801,824</b> | <b>73%</b>       |
| <b>SUSTAINABILITY - 5160</b>             |                     |           |                    |                   |                  |
| Compensation                             | \$ 51,492           | \$        | 109,285            | \$ 57,793         | 53%              |
| Employee related expenses                | 10,753              |           | 31,920             | 21,167            | 66%              |
| 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                       | 746                 |           | 1,800              | 1,054             | 59%              |
| Printing                                 |                     |           | 250                | 250               | 100%             |
| Advertising & Promotion                  |                     |           | 500                | 500               | 100%             |
| Office supplies                          |                     |           | 1,500              | 1,500             | 100%             |
| Meeting Expense                          | 14                  |           | 500                | 486               | 97%              |
| Contracts/Subcontracts                   | -                   |           | 1,000              | 1,000             | 100%             |
| <b>TOTAL SUSTAINABILITY</b>              | <b>\$ 63,088</b>    | <b>\$</b> | <b>150,255</b>     | <b>\$ 87,167</b>  | <b>58%</b>       |
| <b>CULTURAL LIAISON - 6160</b>           |                     |           |                    |                   |                  |
| Compensation                             | \$ 26,740           | \$        | 63,379             | \$ 36,639         | 58%              |
| Employee related expenses                | 6,071               |           | 18,309             | 12,238            | 67%              |
| 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%             |
| <b>TOTAL CULTURAL LIAISON</b>            | <b>\$ 33,462</b>    | <b>\$</b> | <b>86,988</b>      | <b>\$ 53,526</b>  | <b>62%</b>       |
| <b>STUDENT LIFE - 5150</b>               |                     |           |                    |                   |                  |
| Compensation                             | \$ 109,236          | \$        | 287,156            | \$ 177,920        | 62%              |
| Employee related expenses                | 16,993              |           | 86,904             | 69,911            | 80%              |
| Employee Tuition Waivers                 |                     |           | 600                | 600               | 100%             |
| Travel and training                      |                     |           | 2,000              | 2,000             | 100%             |
| Registrations                            |                     |           | 800                | 800               | 100%             |

**Tohono O'odham Community College**  
**Unrestricted Expenses and Budget by Department**  
**For the Month Ended November 30, 2021**  
**(Intended for internal management purposes only)**

**Note: Remaining Budget Target for  
Operational expenses is 58 %**

|                            | <u>Year-to-Date</u> |           | <u>2021 Annual</u> | <u>Remaining</u>  | <u>Remaining</u> |
|----------------------------|---------------------|-----------|--------------------|-------------------|------------------|
|                            | <u>Actual</u>       |           | <u>Budget</u>      | <u>Budget</u>     | <u>%</u>         |
| Commuter Allowance         | 745                 |           | 1,800              | 1,055             | 59%              |
| Printing                   |                     |           | 300                | 300               | 100%             |
| Community & Student Events | 360                 |           | 2,000              | 1,640             | 82%              |
| Office supplies            |                     |           | 1,000              | 1,000             | 100%             |
| Meeting Expense            |                     |           | 700                | 700               | 100%             |
| Contracts/Subcontracts     |                     |           | 12,000             | 12,000            | 100%             |
| Program Supplies           | 2,134               |           | 2,500              | 366               | 15%              |
| Student Meals              | 1,097               |           | 30,000             | 28,903            | 96%              |
| <b>TOTAL STUDENT LIFE</b>  | <b>\$ 130,565</b>   | <b>\$</b> | <b>427,760</b>     | <b>\$ 297,195</b> | <b>69%</b>       |



**Tohono O'odham Community College**  
**Unrestricted Expenses and Budget by Department**  
**For the Month Ended November 30, 2021**  
**(Intended for internal management purposes only)**

**Note: Remaining Budget Target for  
Operational expenses is 58 %**

|                                     | <u>Year-to-Date</u> |    | <u>2021 Annual</u> | <u>Remaining</u>    | <u>Remaining</u> |
|-------------------------------------|---------------------|----|--------------------|---------------------|------------------|
|                                     | <u>Actual</u>       |    | <u>Budget</u>      | <u>Budget</u>       | <u>%</u>         |
| <b>SAN CARLOS - 6900</b>            |                     |    |                    |                     |                  |
| Cost of Goods Sold                  |                     |    | 9,100              | 9,100               | 100%             |
| Tuition & Fees                      |                     |    | 45,000             | 45,000              | 100%             |
| ISC BIE Annual Funds                | \$                  | \$ | 403,094            | \$ 403,094          | 100%             |
| SCAC ALEKS Payment Refund           |                     |    | 6,600              | 6,600               | 100%             |
| <b>TOTAL SAN CARLOS</b>             | \$                  | \$ | <u>463,794</u>     | <u>\$ 463,794</u>   | 100%             |
| <b>CULINARY ARTS PROGRAM - 1498</b> |                     |    |                    |                     |                  |
| 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%             |
| <b>TOTAL CULINARY ARTS PROGRAM</b>  | \$                  | \$ | <u>61,383</u>      | <u>\$ 61,383</u>    | 100%             |
| <b>TOTAL UNRESTRICTED</b>           | \$                  | \$ | <u>2,596,403</u>   | <u>\$ 8,082,332</u> | <u>68%</u>       |

**TOHONO O'ODHAM COMMUNITY COLLEGE**

**Restricted Budget Activity**

**For the Month Ended November 30, 2021**

For the Month Ended November 30, 2021

**SPONSORED PROJECTS****AT&T TCU/High School Completion Project B - AICF - (1111)  
(10/20/16 - Until Expended)**

Restricted revenues:

|                          | Actual     | Grant Budget | Remaining Budget | Remaining % |
|--------------------------|------------|--------------|------------------|-------------|
| 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%        |
| Printing and Marketing          | 3,577          | 9,400          | 5,823           | 62%       |
| Transportation                  | 6,080          | 5,650          | (430)           | 0%        |
| Meeting Expense                 | 10,244         | 12,000         | 1,756           | 15%       |
| 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%        |
|                                 | <u>165,780</u> | <u>149,000</u> | <u>(16,780)</u> | <u>0%</u> |

Excess (deficiency)

|  |                  |                  |                  |  |
|--|------------------|------------------|------------------|--|
|  | \$ <u>18,220</u> | \$ <u>35,000</u> | \$ <u>16,780</u> |  |
|--|------------------|------------------|------------------|--|

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

Restricted revenues:

|                          |            |              |                |      |
|--------------------------|------------|--------------|----------------|------|
| Federal government grant | \$ 902,942 | \$ 2,498,458 | \$ (1,595,516) | -64% |
|--------------------------|------------|--------------|----------------|------|

Restricted expenses:

|   |                  |                  |                  |            |
|---|------------------|------------------|------------------|------------|
| Compensation                                  | 647,145          | 1,243,273        | 596,128          | 48%        |
| Employee Related Benefits                     | 111,173          | 254,730          | 143,557          | 56%        |
| Travel/professional Development/Registrations | 16,946           | 43,200           | 26,254           | 61%        |
| Memberships                                   | 1,750            | 1,800            | 50               | 3%         |
| Consultants                                   | 128,690          | 200,000          | 71,310           | 36%        |
| Materials & Supplies                          | 11,842           | 47,800           | 35,958           | 75%        |
| Publication Costs/Documentation/Dissemination | 4,500            | 3,500            | (1,000)          | 0%         |
| Stipends/Honorariums                          | 15,615           | -                | (15,615)         | 0%         |
| Other Direct Costs                            | -                | 120,375          | 120,375          | 100%       |
| Participant Costs                             | 29,759           | 51,140           | 21,381           | 42%        |
| Indirect Costs                                | 154,795          | 520,528          | 365,733          | 70%        |
| Equipment                                     | 29,560           | 15,000           | (14,560)         | 0%         |
|   | <u>1,151,775</u> | <u>2,501,346</u> | <u>1,349,571</u> | <u>54%</u> |

Excess (deficiency)

|  |                     |                   |                       |  |
|--|---------------------|-------------------|-----------------------|--|
|  | \$ <u>(248,833)</u> | \$ <u>(2,888)</u> | \$ <u>(2,945,087)</u> |  |
|--|---------------------|-------------------|-----------------------|--|

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

Restricted revenues:

|                             |            |              |              |      |
|-----------------------------|------------|--------------|--------------|------|
| Federal government grant ** | \$ 388,047 | \$ 1,200,000 | \$ (811,953) | -68% |
|-----------------------------|------------|--------------|--------------|------|

Restricted expenses:

|                                 |         |         |         |     |
|---------------------------------|---------|---------|---------|-----|
| Compensation                    | 292,952 | 496,047 | 203,095 | 41% |
| Employee Related Benefits       | 62,794  | 138,894 | 76,100  | 55% |
| Travel/professional Development | 8,595   | 25,188  | 16,593  | 66% |



|                                      |                     |                  |                       |            |
|--------------------------------------|---------------------|------------------|-----------------------|------------|
| Commuter Allowance                   | 3,611               | -                | (3,611)               | 0%         |
| Advertising & Promotion              | 850                 | -                | (850)                 | 0%         |
| Meeting Expenses                     | 766                 | -                | (766)                 | 0%         |
| Tuition/Books                        | 8,316               | 18,189           | 9,873                 | 54%        |
| Communication Data Service           | -                   | 14,400           | 14,400                | 100%       |
| Office Supplies/Program Support      | 68,812              | 188,847          | 120,035               | 64%        |
| Contracts/Subcontracts (Adjuncts)    | -                   | 18,900           | 18,900                | 100%       |
| Indirect Costs Charged to TOCC Match | -                   | 235,335          | 235,335               | 100%       |
| Computers/GIS Devices/Printer        | 52,655              | 64,200           | 11,545                | 18%        |
|                                      | <u>499,351</u>      | <u>1,200,000</u> | <u>700,649</u>        | <u>58%</u> |
| Excess (deficiency)                  | \$ <u>(111,304)</u> | \$ <u>-</u>      | \$ <u>(1,512,602)</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                        | 131,935             | 171,000             | 39,065             | 23%        |
| Employee Related Benefits           | 34,328              | 43,605              | 9,277              | 21%        |
| Travel Expense                      | 7,079               | -                   | (7,079)            | 0%         |
| Office Supplies/Program Support     | 1,510               | 25,560              | 24,050             | 94%        |
| Contracts/Subcontracts (Adjuncts)   | -                   | 18,900              | 18,900             | 100%       |
| Computer equipment/Office equipment | 1,963               | 40,935              | 38,972             | 95%        |
|                                     | <u>176,815</u>      | <u>300,000</u>      | <u>84,213</u>      | <u>28%</u> |
| Excess (deficiency)                 | \$ <u>(176,815)</u> | \$ <u>(300,000)</u> | \$ <u>(84,213)</u> |            |

#### AICF AT&T TCU BRAIDING Success Project (1118)

(9/14/18 - 05/31/20)

##### Restricted revenues:

|                          |                   |                   |                  |    |
|--------------------------|-------------------|-------------------|------------------|----|
| Grant from Other Sources | \$ <u>167,200</u> | \$ <u>120,700</u> | \$ <u>46,500</u> | 0% |
|--------------------------|-------------------|-------------------|------------------|----|

##### Restricted expenses:

|                           |                |               |                 |             |
|---------------------------|----------------|---------------|-----------------|-------------|
| Compensation              | 21,822         | 35,520        | 13,698          | 39%         |
| Employee Related Benefits | 1,667          | 2,718         | 1,051           | 39%         |
| Travel                    | 15,663         | 10,406        | (5,257)         | 0%          |
| Transportation            | 877            | 1,406         | 529             | 38%         |
| Stipends                  | 1,600          | 6,600         | 5,000           | 76%         |
| Honorariums/Speakers      | 5,881          | 3,666         | (2,215)         | 0%          |
| Contracts/Subcontracts    | 5,500          | 250           | (5,250)         | 0%          |
| Meeting Expenses          | 19,459         | 20,448        | 989             | 5%          |
| Tuition & Fees            | 6,038          | 1,920         | (4,118)         | 0%          |
| Participant Support       | 736            | -             | (736)           | 0%          |
| Programming & Supplies    | 28,408         | 7,684         | (20,724)        | 0%          |
| Awards/Gifts              | 10,075         | 5,952         | (4,123)         | 100%        |
|                           | <u>117,726</u> | <u>96,570</u> | <u>(21,156)</u> | <u>-22%</u> |

|                     |                  |                  |                  |  |
|---------------------|------------------|------------------|------------------|--|
| Excess (deficiency) | \$ <u>49,474</u> | \$ <u>24,130</u> | \$ <u>67,656</u> |  |
|---------------------|------------------|------------------|------------------|--|

#### Dollar General GED Language & Writing Dev (1121) includes 1119 and 1123 revenues

(7/1/17 - 6/30/19) Until all Funds Expended--

##### Restricted revenues:

|                          |                   |                   |             |    |
|--------------------------|-------------------|-------------------|-------------|----|
| Grant from Other Sources | \$ <u>170,450</u> | \$ <u>170,450</u> | \$ <u>-</u> | 0% |
|--------------------------|-------------------|-------------------|-------------|----|

##### Restricted expenses:

|                           |        |        |        |     |
|---------------------------|--------|--------|--------|-----|
| Compensation              | 32,140 | 48,264 | 16,124 | 33% |
| Employee related expenses | 2,393  | 3,999  | 1,606  | 40% |
| Mileage                   | 4,615  | 4,440  | (175)  | 0%  |

|                                     |                  |                |                    |     |
|-------------------------------------|------------------|----------------|--------------------|-----|
| Communications                      | 4,100            | 2,400          | (1,700)            | 0%  |
| Travel/Professional Dev/Memberships | 22,792           | 32,760         | 9,968              | 30% |
| Education Materials & Supplies      | 69,293           | 56,836         | (12,457)           | 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>153,857</u>   | <u>170,450</u> | <u>15,317</u>      | 9%  |
|                                     |                  |                | -                  |     |
| Excess (deficiency)                 | \$ <u>16,593</u> | \$ <u>-</u>    | \$ <u>(15,317)</u> |     |

**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                       | 279,678           | 598,680           | 319,002             | 53%  |
| Employee Related Benefits          | 65,598            | 179,172           | 113,574             | 63%  |
| Commuter Allowance                 | 1,907             | -                 | (1,907)             | 0%   |
| Mileage                            | -                 | 51,748            | 51,748              | 100% |
| Consultants                        | 7,990             | 45,000            | 37,010              | 82%  |
| Office & Technical Supplies        | 1,069             | 10,400            | 9,331               | 90%  |
| Program Meals/Supplies/Honorariums | -                 | 15,000            | 15,000              | 100% |
| Computer Equipment                 | 3,332             | -                 | (3,332)             | 0%   |
|                                    | <u>359,574</u>    | <u>900,000</u>    | <u>540,426</u>      | 60%  |
| Excess (deficiency)                | \$ <u>240,426</u> | \$ <u>-</u>       | \$ <u>(840,426)</u> |      |

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

## Restricted revenues:

|                          |                   |                   |                    |      |
|--------------------------|-------------------|-------------------|--------------------|------|
| Federal government grant | \$ <u>128,001</u> | \$ <u>171,687</u> | \$ <u>(43,686)</u> | -25% |
|--------------------------|-------------------|-------------------|--------------------|------|

## Restricted expenses:

|                                 |                   |                |                     |      |
|---------------------------------|-------------------|----------------|---------------------|------|
| Compensation                    | 1,974             | 87,688         | 85,714              | 98%  |
| Employee Related Benefits       | 151               | 21,994         | 21,843              | 99%  |
| Travel/professional Development | -                 | 7,000          | 7,000               | 100% |
| Consultants                     | -                 | 9,000          | 9,000               | 100% |
| Materials & Supplies            | -                 | 7,000          | 7,000               | 100% |
| Meeting Expenses                | -                 | 2,505          | 2,505               | 100% |
| Indirect Costs                  | -                 | 36,500         | 36,500              | 100% |
| Computer Equipment              | -                 | -              | -                   |      |
|                                 | <u>2,125</u>      | <u>171,687</u> | <u>169,562</u>      | 99%  |
| Excess (deficiency)             | \$ <u>125,876</u> | \$ <u>-</u>    | \$ <u>(213,248)</u> |      |

**Dollar General Am Indian Adult Education GED (1127)****(8/1/20 - 6/30/21)**

## Restricted revenues:

|                          |                  |                  |                  |    |
|--------------------------|------------------|------------------|------------------|----|
| Grant from Other Sources | \$ <u>98,500</u> | \$ <u>48,500</u> | \$ <u>50,000</u> | 0% |
|--------------------------|------------------|------------------|------------------|----|

## Restricted expenses:

|   |        |        |         |      |
|---|--------|--------|---------|------|
| Compensation                                      | 15,085 | 7,000  | (8,085) | 0%   |
| Employee related expenses                         | 1,154  | 500    | (654)   | 0%   |
| Mileage   | -      | 6,000  | 6,000   | 100% |
| Communications (Hot Spots)                        | 40     | 2,480  | 2,440   | 98%  |
| Travel (Field Trips)/Professional Dev/Memberships | 1,155  | 6,100  | 4,945   | 81%  |
| Memberships                                       | 40     | -      | (40)    | 0%   |
| Education Materials/Supplies /Testing             | 21,236 | 19,620 | (1,616) | 0%   |
| Computer Equipment                                | 5,490  | 6,800  | 1,310   | 19%  |
| Awards & gifts                                    | 5,679  | -      | (5,679) | 0%   |



|   |                   |                   |                     |       |
|---|-------------------|-------------------|---------------------|-------|
|   | <u>49,879</u>     | <u>48,500</u>     | <u>4,300</u>        | 9%    |
| Excess (deficiency)   | \$ <u>48,621</u>  | \$ <u>-</u>       | \$ <u>45,700</u>    |       |
| <b>AICF Van Vlack Trust STEM Equip Purchase (1204)</b>          |                   |                   |                     |       |
| <b>5/19/20 - 1/31/21</b>  |                   |                   |                     |       |
| Restricted revenues:  |                   |                   |                     |       |
| Grant From Other Sources  | \$ <u>5,500</u>   | \$ <u>5,500</u>   | \$ <u>-</u>         | 0%    |
| Restricted expenses:  |                   |                   |                     |       |
| Infrastructure Costs (Contracts/Subcontracts)                   | <u>5,524</u>      | <u>5,500</u>      | <u>(24)</u>         | 0%    |
|   | <u>5,500</u>      | <u>(24)</u>       | <u>(24)</u>         | 0%    |
| Excess (deficiency)   | \$ <u>(24)</u>    | \$ <u>(5,500)</u> | \$ <u>(5,476)</u>   |       |
| <b>AICF Community Based Native Arts Learning Sharing (1216)</b> |                   |                   |                     |       |
| <b>Undefined period</b>   |                   |                   |                     |       |
| Restricted revenues:  |                   |                   |                     |       |
| Grant From Other Sources  | \$ <u>-</u>       | \$ <u>9,000</u>   | \$ <u>(9,000)</u>   | -100% |
| Restricted expenses:  |                   |                   |                     |       |
| Compensation  | -                 | 641               | 641                 | 100%  |
| Employee related expenses                                       | -                 | 34                | 34                  | 100%  |
| Auto Fuel   | -                 | 1,296             | 1,296               | 100%  |
| Stipends  | -                 | 3,600             | 3,600               | 100%  |
| Education/Program Supplies                                      | -                 | 2,400             | 2,400               | 100%  |
| Promtion/Advertising  | -                 | 429               | 429                 | 100%  |
| Meetings  | -                 | 600               | 600                 | 100%  |
|   | <u>9,000</u>      | <u>(9,000)</u>    | <u>(9,000)</u>      | 100%  |
| Excess (deficiency)   | \$ <u>-</u>       | \$ <u>-</u>       | \$ <u>(18,000)</u>  |       |
| <b>AICF Community Aid for Student Success (1222)-(CASS)</b>     |                   |                   |                     |       |
| <b>7/1/2021 - 10/31/2021</b>                                    |                   |                   |                     |       |
| Restricted revenues:  |                   |                   |                     |       |
| Grant From Other Sources  | \$ <u>48,000</u>  | \$ <u>48,000</u>  | \$ <u>-</u>         | 0%    |
| Restricted expenses:  |                   |                   |                     |       |
| Compensation  | -                 | 3,717             | 3,717               | 100%  |
| Employee related expenses                                       | -                 | 283               | 283                 | 100%  |
| Office Equipment/Computers                                      | -                 | 7,500             | 7,500               | 100%  |
| Stipends  | -                 | 26,000            | 26,000              | 100%  |
| Education/Program Supplies                                      | -                 | 8,500             | 8,500               | 100%  |
| Office Supplies   | -                 | 2,000             | 2,000               | 100%  |
|   | <u>48,000</u>     | <u>(48,000)</u>   | <u>(48,000)</u>     | 100%  |
| Excess (deficiency)   | \$ <u>48,000</u>  | \$ <u>-</u>       | \$ <u>48,000</u>    |       |
| <b>BIA 93-638 - Occupational Training TCCU -(1301)</b>          |                   |                   |                     |       |
| <b>Program Revenue and Costs</b>                                |                   |                   |                     |       |
| <b>(July 01, 2019 - June 30, 2022)</b>                          |                   |                   |                     |       |
| Restricted revenues:  |                   |                   |                     |       |
| Federal government grant  | \$ <u>344,132</u> | \$ <u>200,000</u> | \$ <u>144,132</u>   | 72%   |
| Restricted expenses:  |                   |                   |                     |       |
| Compensation  | <u>69,729</u>     | <u>200,000</u>    | <u>130,271</u>      | 65%   |
|   | <u>69,729</u>     | <u>200,000</u>    | <u>130,271</u>      | 65%   |
| Excess (deficiency)   | \$ <u>274,403</u> | \$ <u>-</u>       | \$ <u>(274,403)</u> |       |

**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% |
|--------------------------|-----------|------------|--------------|------|

Restricted expenses:

|                             |              |                |                |            |
|-----------------------------|--------------|----------------|----------------|------------|
| Employee related expenses   | 5,141        | 175,000        | 169,859        | 97%        |
| Mileage                     | -            | 5,000          | 5,000          | 100%       |
| Supplies/Other Program Cost | -            | 25,000         | 25,000         | 100%       |
| Consultants/Contracts       | -            | 95,000         | 95,000         | 100%       |
|                             | <u>5,141</u> | <u>300,000</u> | <u>294,859</u> | <u>98%</u> |

|                     |                  |                   |                  |  |
|---------------------|------------------|-------------------|------------------|--|
| Excess (deficiency) | \$ <u>88,917</u> | \$ <u>125,000</u> | \$ <u>36,083</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% |
|--------------------------|-----------|-----------|------|----|

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>-</u> | \$ <u>(300)</u> |  |
|---------------------|---------------|-------------|-----------------|--|

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

Restricted revenues:

|                        |              |              |                |      |
|------------------------|--------------|--------------|----------------|------|
| State government grant | \$ 1,041,995 | \$ 3,120,000 | \$ (2,078,005) | -67% |
|------------------------|--------------|--------------|----------------|------|

Restricted expenses:

|                        |                  |                  |                  |            |
|------------------------|------------------|------------------|------------------|------------|
| Contracts/subcontracts | 1,079,909        | 3,120,000        | 2,040,091        | 65%        |
|                        | <u>1,079,909</u> | <u>3,120,000</u> | <u>2,040,091</u> | <u>65%</u> |

|                     |                    |             |                       |  |
|---------------------|--------------------|-------------|-----------------------|--|
| Excess (deficiency) | \$ <u>(37,914)</u> | \$ <u>-</u> | \$ <u>(4,118,096)</u> |  |
|---------------------|--------------------|-------------|-----------------------|--|

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

Restricted revenues:

|                        |              |            |              |    |
|------------------------|--------------|------------|--------------|----|
| State government grant | \$ 1,047,212 | \$ 897,810 | \$ (149,402) | 0% |
|------------------------|--------------|------------|--------------|----|

Restricted expenses:

|                        |                  |                |                  |           |
|------------------------|------------------|----------------|------------------|-----------|
| Contracts/subcontracts | 1,030,210        | 897,810        | (132,400)        | 0%        |
|                        | <u>1,030,210</u> | <u>897,810</u> | <u>(132,400)</u> | <u>0%</u> |

|                     |                  |             |                    |  |
|---------------------|------------------|-------------|--------------------|--|
| Excess (deficiency) | \$ <u>17,002</u> | \$ <u>-</u> | \$ <u>(17,002)</u> |  |
|---------------------|------------------|-------------|--------------------|--|

**Univ of AZ NASA Space Grant - (1402)**  
**(12/14/16 -12/13/20 )**

Restricted revenues:

|                        |           |           |            |    |
|------------------------|-----------|-----------|------------|----|
| State government grant | \$ 29,500 | \$ 24,500 | \$ (5,000) | 0% |
|------------------------|-----------|-----------|------------|----|

Restricted expenses:

|                  |               |               |            |           |
|------------------|---------------|---------------|------------|-----------|
| Program Supplies | 24,116        | 24,500        | 384        | 2%        |
|                  | <u>24,116</u> | <u>24,500</u> | <u>384</u> | <u>2%</u> |

|                     |                 |             |                   |  |
|---------------------|-----------------|-------------|-------------------|--|
| Excess (deficiency) | \$ <u>5,384</u> | \$ <u>-</u> | \$ <u>(5,384)</u> |  |
|---------------------|-----------------|-------------|-------------------|--|



**Univ of AZ Diversity Planning Grant - (1404)**  
**(9/1/18 - 8/31/21)**

## Restricted revenues:

|                        |           |           |           |      |
|------------------------|-----------|-----------|-----------|------|
| State government grant | \$ 10,000 | \$ 40,000 | \$ 30,000 | -75% |
|------------------------|-----------|-----------|-----------|------|

## Restricted expenses:

|                        |               |               |               |     |
|------------------------|---------------|---------------|---------------|-----|
| Program Supplies       | -             | -             | -             |     |
| Contracts/Subcontracts | 23,810        | 40,000        | 16,190        | 40% |
|                        | <u>23,810</u> | <u>40,000</u> | <u>16,190</u> | 0%  |

|                     |                    |             |                  |  |
|---------------------|--------------------|-------------|------------------|--|
| Excess (deficiency) | \$ <u>(13,810)</u> | \$ <u>-</u> | \$ <u>13,810</u> |  |
|---------------------|--------------------|-------------|------------------|--|

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

## Restricted revenues:

|                        |            |            |        |    |
|------------------------|------------|------------|--------|----|
| State government grant | \$ 315,838 | \$ 315,206 | \$ 632 | 0% |
|------------------------|------------|------------|--------|----|

## Restricted expenses:

|                            |                |                |                |      |
|----------------------------|----------------|----------------|----------------|------|
| Compensation               | 86,789         | 129,000        | 42,211         | 33%  |
| Employee related expenses  | 14,259         | 40,764         | 26,505         | 65%  |
| 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           | 3,605          | 30,000         | 26,395         | 88%  |
| Honorariums/Guest Speakers | 26,250         | 6,000          | (20,250)       | 0%   |
| Awards & Gifts             | 23,100         | 6,000          | (17,100)       | 0%   |
| Stipends                   | -              | 90,000         | 90,000         | 100% |
|                            | <u>157,382</u> | <u>321,206</u> | <u>163,824</u> | 51%  |

|                     |                   |                   |                     |  |
|---------------------|-------------------|-------------------|---------------------|--|
| Excess (deficiency) | \$ <u>158,456</u> | \$ <u>(6,000)</u> | \$ <u>(164,456)</u> |  |
|---------------------|-------------------|-------------------|---------------------|--|

**NIFA Endowment - (20-1502)**  
**(Sept 1, 2021- Aug 31, 2022)**

## Restricted revenues:

|                          |            |            |      |    |
|--------------------------|------------|------------|------|----|
| Federal government grant | \$ 117,505 | \$ 117,505 | \$ - | 0% |
|--------------------------|------------|------------|------|----|

## Restricted expenses:

|                                 |               |                |               |      |
|---------------------------------|---------------|----------------|---------------|------|
| Compensation                    | -             | -              | -             | 0%   |
| Employee related expenses       | -             | -              | -             | 0%   |
| Travel/professional Development | -             | -              | -             | 0%   |
| Printing                        | -             | -              | -             | 100% |
| Commuter Allowance              | -             | -              | -             | 0%   |
| Communications                  | 102           | -              | (102)         | 0%   |
| Tractor/Auto Repairs            | -             | -              | -             | 0%   |
| Vehicle Rental                  | 4,044         | -              | (4,044)       | 0%   |
| Promotion/Advertising           | 3,578         | 12,000         | 8,422         | 70%  |
| Consultants/Professionals       | 22,321        | 58,505         | 36,184        | 62%  |
| Building Materials              | -             | -              | -             | 0%   |
| Education Supplies              | -             | -              | -             | 0%   |
| Meeting Expense                 | 33            | 2,500          | 2,467         | 99%  |
| Stipends                        | -             | -              | -             | 0%   |
| Participant Support             | -             | -              | -             | 0%   |
| Guest Speaker/Honorariums       | -             | -              | -             | 100% |
| Other Structural Improvements   | -             | -              | -             | 0%   |
| Program Supplies                | 3,070         | 32,000         | 28,930        | 90%  |
| Office Supplies                 | -             | 2,500          | 2,500         | 100% |
| Library Collections             | -             | -              | -             | 100% |
| Computer Equipment              | -             | 10,000         | 10,000        | 100% |
|                                 | <u>33,148</u> | <u>117,505</u> | <u>84,357</u> | 72%  |

|                     |    |               |    |          |    |                 |  |
|---------------------|----|---------------|----|----------|----|-----------------|--|
| Excess (deficiency) | \$ | <u>84,357</u> | \$ | <u>-</u> | \$ | <u>(84,357)</u> |  |
|---------------------|----|---------------|----|----------|----|-----------------|--|

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

## Restricted revenues:

|                          |    |                |    |                |    |               |    |
|--------------------------|----|----------------|----|----------------|----|---------------|----|
| Federal government grant | \$ | <u>234,288</u> | \$ | <u>141,408</u> | \$ | <u>92,880</u> | 0% |
|--------------------------|----|----------------|----|----------------|----|---------------|----|

## Restricted expenses:

|                           |                |                |                  |      |
|---------------------------|----------------|----------------|------------------|------|
| Compensation              | 207,660        | 60,113         | (147,547)        | 0%   |
| Employee related expenses | 40,165         | 17,789         | (22,376)         | 0%   |
| Commuter Allowance        | 1,606          | -              | (1,606)          | 0%   |
| Program Supplies          | -              | -              | -                | 0%   |
| Participant Support       | -              | 2,211          | 2,211            | 100% |
| Indirect Cost             | 23,896         | 21,034         | (2,862)          | 0%   |
|                           | <u>273,327</u> | <u>101,147</u> | <u>(172,180)</u> | 0%   |
| Excess (deficiency)       | \$ (39,039)    | \$ 40,261      | \$ 265,060       |      |

**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% |
|--------------------------|----|----------|----|----------------|----|------------------|-------|

## Restricted expenses:

|                     |               |                |                |     |
|---------------------|---------------|----------------|----------------|-----|
| Furniture           | <u>39,126</u> | <u>166,200</u> | <u>127,074</u> | 76% |
|                     | <u>39,126</u> | <u>166,200</u> | <u>127,074</u> | 76% |
| Excess (deficiency) | \$ (39,126)   | \$ -           | \$ (293,274)   |     |

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

## Restricted expenses:

|                        |    |              |    |               |    |               |  |     |
|------------------------|----|--------------|----|---------------|----|---------------|--|-----|
| Furniture (TOCC Match) |    | <u>6,401</u> |    | <u>22,428</u> |    | <u>16,027</u> |  | 71% |
| Excess (deficiency)    | \$ | <u>6,401</u> | \$ | <u>22,428</u> | \$ | <u>16,027</u> |  |     |

**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% |
| Other Structural Improvements |    | <u>21,309</u>   |    | <u>99,975</u> |    | <u>78,666</u>   | 79%   |
|                               |    | <u>21,309</u>   |    | <u>99,975</u> |    | <u>78,666</u>   | 79%   |
| Excess (deficiency)           | \$ | <u>(21,309)</u> | \$ | <u>-</u>      | \$ | <u>21,309</u>   |       |

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

## Operational expenses:

|                       |      |             |             |      |
|-----------------------|------|-------------|-------------|------|
| Furniture & Equipment | -    | 28,896      | 28,896      | 100% |
|                       | -    | 28,896      | 28,896      | 100% |
| Excess (deficiency)   | \$ - | \$ (28,896) | \$ (28,896) |      |

**USDA NIFA Extension Capacity (20-1531)****(Aug 31, 2021- Aug 30, 2022) check period of grant**

## Restricted revenues:

|  |    |                |    |                |    |         |       |
|--|----|----------------|----|----------------|----|---------|-------|
| Federal government grant                 | \$ | <u>149,702</u> | \$ | <u>177,238</u> | \$ | 27,536  | -100% |
| Compensation & Employee related Expenses |    | 105,629        |    | 99,528         |    | (6,101) | 0%    |



|   |                   |                |                    |            |
|---|-------------------|----------------|--------------------|------------|
| Travel/ Per Diem/ Lodging/Registrations | 2,749             | 2,198          | (551)              | 0%         |
| Stipends                                | 1,604             | 2,700          | 1,096              | 41%        |
| Youth Programs                          | -                 | 8,000          | 8,000              | 100%       |
| Other Participant/trainee Support Costs | -                 | 13,312         | 13,312             | 100%       |
| Workshops                               | -                 | 4,000          | 4,000              | 100%       |
| Program supplies                        | 45,309            | 11,500         | (33,809)           | 0%         |
| Equipment                               | 3,950             | 36,000         | 32,050             | 89%        |
|   | <u>159,241</u>    | <u>177,238</u> | <u>17,997</u>      | <u>10%</u> |
| Excess (deficiency)                     | \$ <u>(9,539)</u> | \$ <u>-</u>    | \$ <u>(17,997)</u> |            |

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

Restricted revenues:

|                          |              |              |            |           |
|--------------------------|--------------|--------------|------------|-----------|
| Federal government grant | \$ 266,776   | \$ 125,000   | \$ 141,776 | 0%        |
| Honorarium               | <u>1,500</u> | <u>1,500</u> | <u>-</u>   | <u>0%</u> |

Restricted expenses:

|                                       |                    |                 |                   |           |
|---------------------------------------|--------------------|-----------------|-------------------|-----------|
| Compensation                          | 237,594            | 90,687          | (146,907)         | 0%        |
| Employee related expenses             | 52,462             | 19,393          | (33,069)          | 0%        |
| Travel/Lodging/Mileage/Transportation | 10,096             | 4,240           | (5,856)           | 0%        |
| Registration                          | 250                | 760             | 510               | 67%       |
| Equipment Rental                      | 510                | -               | (510)             | 0%        |
| Consultants                           | -                  | 1,800           | 1,800             | 100%      |
| Honorariums                           | -                  | 2,000           | 2,000             | 100%      |
| Meeting Expense                       | -                  | -               | -                 | 0%        |
| Program Materials & Supplies          | 225                | 6,120           | 5,895             | 96%       |
|                                       | <u>301,137</u>     | <u>118,880</u>  | <u>(182,257)</u>  | <u>0%</u> |
| Excess (deficiency)                   | \$ <u>(32,861)</u> | \$ <u>7,620</u> | \$ <u>324,033</u> |           |

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

Restricted revenues:

|                          |          |              |                |              |
|--------------------------|----------|--------------|----------------|--------------|
| Federal government grant | \$ -     | \$ 137,702   | \$ (137,702)   | -100%        |
| 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>(109,682)</u> | \$ <u>-</u>    | \$ <u>(180,216)</u> |            |

**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>6,450</u> | <u>(6,450)</u> | <u>-100%</u> |
|                          |          | 135,450      |                |              |

Restricted expenses:

|                                  |             |                |                     |             |
|----------------------------------|-------------|----------------|---------------------|-------------|
| Other costs to complete          | -           | 5,450          | 5,450               | 100%        |
| Equipment and Construction Costs | <u>-</u>    | <u>130,000</u> | <u>130,000</u>      | <u>100%</u> |
|                                  | <u>-</u>    | <u>135,450</u> | <u>135,450</u>      | <u>100%</u> |
| Excess (deficiency)              | \$ <u>-</u> | \$ <u>-</u>    | \$ <u>(270,900)</u> |             |

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

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

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

|                                 |                  |                  |                  |            |
|---------------------------------|------------------|------------------|------------------|------------|
| Restricted revenues:            |                  |                  |                  |            |
| Federal government grant        | \$ 1,020,164     | \$ 3,055,063     | \$ (2,034,899)   | -67%       |
|                                 |                  |                  | -                |            |
| Restricted expenses:            |                  |                  |                  |            |
| Compensation                    | 747,248          | 1,514,365        | 767,117          | 51%        |
| Employee related expenses       | 155,758          | 406,112          | 250,354          | 62%        |
| Travel Expense                  | -                | 404,573          | 404,573          | 100%       |
| Mileage                         | -                | 148,740          | 148,740          | 100%       |
| Registrations                   | -                | 49,530           | 49,530           | 100%       |
| Commuter Allowance              | 3,445            | 13,320           | 9,875            | 74%        |
| Communications                  | -                | 5,950            | 5,950            | 100%       |
| Vehicle rental                  | 5,590            | 37,185           | 31,595           | 100%       |
| Printing                        | -                | 37,185           | 37,185           | 100%       |
| Memberships                     | -                | 3,719            | 3,719            | 100%       |
| Consultant fees and expenses    | 28,225           | 74,370           | 46,145           | 100%       |
| Education supplies and Outreach | -                | 70,944           | 70,944           | 100%       |
| Office supplies                 | -                | 26,030           | 26,030           | 100%       |
| Other office supplies/GED       | -                | 7,437            | 7,437            | 100%       |
| Meetings                        | -                | 18,593           | 18,593           | 100%       |
| Contracts/subcontracts          | 11,970           | 164,291          | 152,321          | 93%        |
| Other Structural Improvements   | 300,000          | -                | (300,000)        | 0%         |
| Office equipment                | -                | 67,172           | 67,172           | 100%       |
| Library collection              | -                | 5,550            | 5,550            | 100%       |
|                                 | <u>1,252,236</u> | <u>3,055,063</u> | <u>1,802,827</u> | <u>59%</u> |
| Excess (deficiency)             | \$ (232,072)     | \$ (0)           | \$ 232,072       |            |

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

|                               |                  |                  |                  |            |
|-------------------------------|------------------|------------------|------------------|------------|
| Restricted revenues:          |                  |                  |                  |            |
| Federal government grant      | \$ 537,024       | \$ 2,873,145     | \$ (2,336,121)   | -81%       |
|                               |                  |                  | -                |            |
| 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            | 1,033,284        | 174,011          | (859,273)        | 0%         |
| Other Structural Improvements | -                | 2,348,984        | 2,348,984        | 100%       |
| Education supplies            | -                | 186              | 186              | 100%       |
|                               | <u>1,033,284</u> | <u>2,873,145</u> | <u>1,839,861</u> | <u>64%</u> |
| Excess (deficiency)           | \$ (496,260)     | \$ -             | \$ 496,260       |            |

**American Rescue Plan Fund (ARP) BIE PL 117-2 (20-1680)**
**(July 1, 2019 - June 30, 2024)**

|                           |              |              |           |      |
|---------------------------|--------------|--------------|-----------|------|
| Restricted revenues:      |              |              |           |      |
| Federal government grant  | \$ 5,581,278 | \$ 5,581,278 | \$ -      | 0%   |
|                           |              |              | -         |      |
| Restricted expenses:      |              |              |           |      |
| Student Assistance        | -            | 5,581,278    | 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>      | 100% |
| Excess (deficiency)           | \$ <u>5,581,278</u> | \$ <u>-</u>      | \$ <u>(5,581,278)</u> |      |

**Education Stabilization Fund BIE BIE PL 116-260 (20-8021)****(July 1, 2019 - June 30, 2024)**

## Restricted revenues:

|                          |                     |                     |             |    |
|--------------------------|---------------------|---------------------|-------------|----|
| Federal government grant | \$ <u>3,613,099</u> | \$ <u>3,613,099</u> | \$ <u>-</u> | 0% |
|--------------------------|---------------------|---------------------|-------------|----|

## Restricted expenses:

|                               |                     |                  |                       |      |
|-------------------------------|---------------------|------------------|-----------------------|------|
| Student Assistance            | -                   | 3,613,099        | 3,613,099             | 100% |
| Employee related expenses     | -                   | -                | -                     |      |
| Contracts/subcontracts        | -                   | -                | -                     |      |
| Computer equipment            | -                   | -                | -                     |      |
| Other Structural Improvements | -                   | -                | -                     |      |
| Education supplies            | -                   | -                | -                     |      |
|                               | <u>-</u>            | <u>3,613,099</u> | <u>3,613,099</u>      | 100% |
| Excess (deficiency)           | \$ <u>3,613,099</u> | \$ <u>-</u>      | \$ <u>(3,613,099)</u> |      |

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

## Restricted revenues:

|                           |                  |                   |                    |      |
|---------------------------|------------------|-------------------|--------------------|------|
| Grants From Other Sources | \$ <u>70,086</u> | \$ <u>108,000</u> | \$ <u>(37,914)</u> | -35% |
|---------------------------|------------------|-------------------|--------------------|------|

## Restricted expenses:

|                                    |                  |                |                    |      |
|------------------------------------|------------------|----------------|--------------------|------|
| Compensation                       | 20,126           | 45,501         | 25,375             | 56%  |
| Employee related expenses          | 4,836            | 12,285         | 7,449              | 61%  |
| Scholarships                       | -                | 1,129          | 1,129              | 100% |
| Mileage                            | -                | -              | -                  | 0%   |
| Registrations                      | -                | -              | -                  | 0%   |
| Vehicle Rental                     | 729              | -              | (729)              | 0%   |
| Program Supplies & Materials       | -                | 800            | 800                | 100% |
| 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 | 640              | 27,245         | 26,605             | 98%  |
| Program Incentives                 | -                | 900            | 900                | 100% |
| Indirect Cost                      | 2,090            | 9,036          | 6,946              | 77%  |
|                                    | <u>28,421</u>    | <u>108,000</u> | <u>79,579</u>      | 74%  |
| Excess (deficiency)                | \$ <u>41,665</u> | \$ <u>-</u>    | \$ <u>(41,665)</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>      | 76%  |
|                                     | \$ <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 | \$ 42,584 | \$ 169,000 | \$ (126,416) | -75% |
|---------------------------|-----------|------------|--------------|------|

## Restricted expenses:

|                                      |           |         |             |      |
|--------------------------------------|-----------|---------|-------------|------|
| Administrative Costs Emergency Aid   | -         | 9,000   | 9,000       | 100% |
| Administrative Costs Paid Internship | -         | 30,000  | 30,000      | 100% |
| Student Funds Emergency Aid          | 5,094     | 30,000  | 24,906      | 83%  |
| Advertising & Promotion              | 3,296     | -       | (3,296)     | 0%   |
| Office Supplies                      | 424       | -       | (424)       | 0%   |
| Student Funds Paid Internship        | -         | 100,000 | 100,000     | 100% |
|                                      | 8,814     | 169,000 | 160,186     | 95%  |
| Excess (deficiency)                  | \$ 33,770 | \$ -    | \$ (33,770) |      |

**TOTAL RESTRICTED EXPENSES**

## Restricted revenues:

|                           |               |            |             |      |
|---------------------------|---------------|------------|-------------|------|
| Federal government grants | \$ 13,377,016 | 20,424,687 | (7,047,671) | 35%  |
| State government grants   | 2,444,545     | 4,397,516  | (1,952,971) | -44% |
| Grant from Other Sources  | 1,462,125     | 1,889,850  | (427,725)   | -23% |
| Total Restricted Revenues | 17,283,686    | 26,712,053 | (9,428,367) | -35% |

## Restricted expenses:

|                     |              |              |                |     |
|---------------------|--------------|--------------|----------------|-----|
|                     | 8,207,214    | 26,981,633   | 18,774,419     | 70% |
| Excess (deficiency) | \$ 9,076,472 | \$ (269,580) | \$ (9,346,052) |     |

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

## Restricted revenue:

|                          |          |          |      |    |
|--------------------------|----------|----------|------|----|
| Federal government grant | \$ 5,700 | \$ 5,700 | \$ - | 0% |
|--------------------------|----------|----------|------|----|

## Restricted expenses:

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

|                     |          |      |            |  |
|---------------------|----------|------|------------|--|
| Excess (deficiency) | \$ 5,700 | \$ - | \$ (5,700) |  |
|---------------------|----------|------|------------|--|

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

## Restricted revenues:

|                   |           |           |      |    |
|-------------------|-----------|-----------|------|----|
| Scholarship Award | \$ 10,000 | \$ 10,000 | \$ - | 0% |
|-------------------|-----------|-----------|------|----|

## Restricted expenses:

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

|                     |           |      |             |  |
|---------------------|-----------|------|-------------|--|
| Excess (deficiency) | \$ 10,000 | \$ - | \$ (10,000) |  |
|---------------------|-----------|------|-------------|--|

**Scholarships- 21-8010 AICF (July1, 2020 - June 30, 2021)**

## Restricted revenues:

|                   |            |            |           |     |
|-------------------|------------|------------|-----------|-----|
| Scholarship Award | \$ 121,727 | \$ 102,500 | \$ 19,227 | 19% |
|-------------------|------------|------------|-----------|-----|

## Restricted expenses:

|                               |         |         |           |      |
|-------------------------------|---------|---------|-----------|------|
| Travel/Meeting/Office Expense | -       | 2,500   | 2,500     | 100% |
| Scholarships                  | 224,954 | 100,000 | (124,954) | 0%   |
|                               | 224,954 | 102,500 | (122,454) | 0%   |



|                     |    |                  |    |          |    |                |
|---------------------|----|------------------|----|----------|----|----------------|
| Excess (deficiency) | \$ | <u>(103,227)</u> | \$ | <u>-</u> | \$ | <u>141,681</u> |
|---------------------|----|------------------|----|----------|----|----------------|

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

## Restricted revenue:

|                          |    |                |    |                |    |                  |      |
|--------------------------|----|----------------|----|----------------|----|------------------|------|
| Federal government grant | \$ | <u>403,442</u> | \$ | <u>924,823</u> | \$ | <u>(521,381)</u> | -56% |
|--------------------------|----|----------------|----|----------------|----|------------------|------|

## Restricted expenses:

|                           |                     |                |                     |     |
|---------------------------|---------------------|----------------|---------------------|-----|
| Compensation              | 78,050              | 78,050         | -                   | 0%  |
| Employee Related Expenses | 7,842               | 7,842          | -                   | 0%  |
| Office Supplies           | -                   | -              | -                   | 0%  |
| Grants to students        | 550,867             | 775,181        | 224,314             | 29% |
| Awards & Gifts            | 86,250              | 63,750         | (22,500)            | 0%  |
|                           | <u>723,009</u>      | <u>924,823</u> | <u>201,814</u>      |     |
| Excess (deficiency)       | \$ <u>(319,567)</u> | \$ <u>-</u>    | \$ <u>(319,567)</u> |     |

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

## Restricted revenue:

|                          |    |                  |    |                  |    |                    |    |
|--------------------------|----|------------------|----|------------------|----|--------------------|----|
| Federal government grant | \$ | <u>1,204,993</u> | \$ | <u>7,001,292</u> | \$ | <u>(5,796,299)</u> | 0% |
|--------------------------|----|------------------|----|------------------|----|--------------------|----|

## Restricted expenses:

|   |                     |                  |                     |      |
|---|---------------------|------------------|---------------------|------|
| Compensation                                | 305,556             | -                | (305,556)           | 0%   |
| Employee related expenses                   | 18,979              | -                | (18,979)            | 0%   |
| SCAC Grants to or expenditures for students | -                   | 274,665          | 274,665             | 100% |
| Postage & Delivery                          | 9,582               |                  | (9,582)             | 0%   |
| Building Rent                               | 9,168               |                  |                     |      |
| Building R&M                                | 9,026               |                  | (9,026)             | 0%   |
| Consultant Fees                             | 55,453              | -                | (55,453)            | 0%   |
| Staff Development                           | 6,588               |                  | (6,588)             | 0%   |
| Education Supplies                          | 8,981               |                  | (8,981)             | 0%   |
| Meeting Expense                             | 5,718               | -                | (5,718)             | 0%   |
| Custodial Expenses                          | 115,682             |                  | (115,682)           | 0%   |
| CARES ACT Highed Ed Emergency Relief        | 326,193             |                  | (326,193)           | 0%   |
| Residence Fees Lost                         | 39,600              | 39,600           | (286,593)           | 100% |
| Residence Fees Refunded TOCC                | 17,528              | 17,528           | -                   | 0%   |
| Contracts/Subcontracts/consultants          | -                   |                  | -                   | 0%   |
| Cleaning Supplies                           | 1,193               |                  | (1,193)             |      |
| Indirect Costs                              | 159,032             |                  | (159,032)           | 0%   |
| Other Structural Improvements               | 94,079              |                  | (94,079)            | 0%   |
| Computer Equipment                          | 516,218             |                  | (516,218)           | 0%   |
| Grants to or expenditures for TOCC students | 250                 | 6,669,499        | 6,669,249           | 100% |
|   | <u>1,698,826</u>    | <u>7,001,292</u> | <u>5,025,041</u>    |      |
| Excess (deficiency)                         | \$ <u>(493,833)</u> | \$ <u>-</u>      | \$ <u>(771,258)</u> |      |

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

## Restricted revenue:

|                          |    |                |    |                |    |                  |      |
|--------------------------|----|----------------|----|----------------|----|------------------|------|
| Federal government grant | \$ | <u>473,529</u> | \$ | <u>800,000</u> | \$ | <u>(326,471)</u> | -41% |
|--------------------------|----|----------------|----|----------------|----|------------------|------|

## Restricted expenses:

|                     |                |                   |                     |     |
|---------------------|----------------|-------------------|---------------------|-----|
| Office Supplies     |                | -                 | -                   |     |
| Grants to students  | <u>473,529</u> | <u>600,000</u>    | <u>126,471</u>      | 21% |
|                     | <u>473,529</u> | <u>600,000</u>    | <u>(126,471)</u>    |     |
| Excess (deficiency) | \$ <u>-</u>    | \$ <u>200,000</u> | \$ <u>(200,000)</u> |     |

**TOTAL STUDENT FINANCIAL AID**

## Restricted revenue:

|                           |    |                  |    |                  |    |                    |      |
|---------------------------|----|------------------|----|------------------|----|--------------------|------|
| Federal government grants | \$ | <u>2,219,391</u> | \$ | <u>8,844,315</u> | \$ | <u>(6,624,924)</u> | -75% |
| Restricted donations      |    | <u>127,427</u>   |    | <u>108,200</u>   |    | <u>19,227</u>      | 18%  |

Restricted expenses

|                     |                   |                       |             |
|---------------------|-------------------|-----------------------|-------------|
| <u>2,346,818</u>    | <u>8,952,515</u>  | <u>(6,605,697)</u>    | <u>-74%</u> |
| <u>3,120,318</u>    | <u>8,628,615</u>  | <u>5,508,297</u>      | <u>64%</u>  |
|                     |                   | <u>-</u>              |             |
| \$ <u>(773,500)</u> | \$ <u>323,900</u> | \$ <u>(1,097,400)</u> |             |

Excess (deficiency)



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**TOHONO O'ODHAM COMMUNITY COLLEGE**

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**TO:** BOARD OF TRUSTEES  
**THRU:** PAUL ROBERTSON, PRESIDENT  
**FROM:** STACY D. OWSLEY, HUMAN RESOURCES DIRECTOR  
**SUBJECT:** **AGENDA ITEM**— **JANUARY 2022 RESOURCE LIST**  
**DATE:** 1/03/2022  
**CC:** FILE

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Background

The following employees are recommended to the Board's consideration for hire and separations.

Recommendation

The President recommends the approval of the employees for hire and separations for the Tohono O'odham Community College.

**RESOURCE LIST**  
**January 2022**

New Hire:

| Name                  | Position  | Date       |
|-----------------------|---|------------|
| Juan Carlos Cervantes | Director of Land Grant Office of Sustainability   | 01/03/2022 |
|                       | <p>Previously Dr. Juan Cervantes was a Teaching Assistant Professor with the University of Nevada for two years. He was an Agriculture Instructor for the New Immigrant Agriculture Project for two years. Dr. Cervantes was also a Teaching/Research Assistant for the Department of Forest Resources and a Graduate Assistant for the College of Natural Resources both with the University of Minnesota for five years. He was a Farm Manager with Celestial Harvest, Inc. for seven years and an Agriculture and Natural Resources Consultant Planner for two years.</p> <p>Mr. Juan Cervantes earned his PhD in Natural Resources Science and Management from University of Minnesota and his Master OF Urban and Regional Planning from University of Michigan.</p> |            |

Separations:

| Name                    | Position               | Date       |
|-------------------------|------------------------|------------|
| Marcia Valadez-Runnberg | Social Work Instructor | 01/02/2022 |
| Ronald Felix            | Retention Coordinator  | 1/14/2022  |

**Tohono O'odham Community College**  
**Employment Vacancy Activity Log**  
**January 2022**

**Administrative/Faculty/Exempt**

| Vacant Position                     | Division        | Number of Applicants | Tohono O'odham  |       |   | Application w/documents Complete |    | Date forwarded to screening committee | Recommended for Interview |    | Interview Scheduled | Recommendation Made |    | Comments                      |
|-------------------------------------|-----------------|----------------------|-----------------|-------|---|----------------------------------|----|---------------------------------------|---------------------------|----|---------------------|---------------------|----|-------------------------------|
|                                     |                 |                      | Native American | Other |   | Yes                              | No |                                       | Yes                       | No |                     | Yes                 | No |                               |
| Academic Advisor Coordinator        | Edu.            | 5                    |                 | 2     |   | 3                                |    | 11/30/21                              | 2                         | 1  | 12/17/22            | 1                   | 1  | Pending offer                 |
| Academic Dean                       | Edu.            | 10                   | 1               | 9     |   | 2                                | 8  | 12/23/21                              |                           |    |                     |                     |    | Pending additional paperwork  |
| Apprentice Instructor - Electrician | LLC Development | 1                    |                 | 1     |   |                                  | 1  | 1/4/22                                |                           |    |                     |                     |    | Resent to screening committee |
| Apprentice Instructor - Plumber     | LLC Development | 0                    |                 |       |   |                                  |    |                                       |                           |    |                     |                     |    | On hold                       |
| Apprentice Instructor - Carpenter   | LLC Development | 0                    |                 |       |   |                                  |    |                                       |                           |    |                     |                     |    | Continue to Advertise         |
| Culinary Arts Chef Instructor       | Sustain.        | 4                    |                 | 4     |   |                                  | 4  | 1/3/22                                |                           |    |                     |                     |    | Pending manager review        |
| Director LGOS                       | Sustain.        | 2                    |                 | 2     |   | 2                                |    | 9/15/21                               | 2                         |    | 9/29/21             | 1                   | 1  | Filled 1/3/2022               |
| Dean of Student Services            | Stu. Svs.       | 4                    | 1               | 3     |   | 2                                | 2  | 01/4/22                               |                           |    |                     |                     |    | Pending additional paperwork  |
| Language Specialist                 | Edu.            | 0                    |                 |       |   |                                  |    |                                       |                           |    |                     |                     |    | Continue to advertise         |
| Restaurant Manager Instructor       | Sustain.        | 2                    |                 | 2     |   | 1                                | 1  | 1/3/22                                |                           |    |                     |                     |    | Pending manager review        |
| Writing Instructor                  | Edu.            | 7                    |                 | 1     | 6 | 2                                | 5  | 10/27/21                              | 2                         | 5  | 10/29/2021          | 1                   | 1  | Pending start date            |

**Tohono O'odham Community College**  
**Employment Vacancy Activity Log**  
**January 2022**

**Hourly**

| Vacant Position  | Division  | Number of Applicants | Tohono O'odham<br>Native American<br>Other |                 |       | Application<br>w/documents<br>Complete |    | Date forwarded to<br>screening committee |    | Recommended for<br>Interview |    | Interview Scheduled | Recommendation<br>Made |    | Comments                    |
|--|-----------|----------------------|--|-----------------|-------|--|----|--|----|------------------------------|----|---------------------|------------------------|----|-----------------------------|
|  |           |                      | Tohono O'odham                             | Native American | Other | Yes                                    | No | Yes                                      | No | Yes                          | No |                     | Yes                    | No |                             |
| Administrative Assistant   | Finance   | 0                    |  |                 |       |  |    |  |    |                              |    |                     |                        |    | Continue to advertise       |
| Administrative Assistant   | Stu. Svs. | 3                    |  |                 | 3     |  |    | 11/30/21                                 |    | 2                            |    | 12/13/21            | 1                      |    | Pending background<br>check |
| Assistant Cook   | Stu. Life | 1                    | 1  |                 |       | 1                                      |    | 12/23/21                                 |    | 1                            |    |                     |                        |    | On hold                     |
| Bookstore Supervisor   | Finance   | 1                    |  |                 | 1     |  | 1  | 12/21/22                                 |    |                              |    |                     |                        |    | Pending manager<br>review   |
| IT Support Technician I  | Sustain.  | 4                    | 1  | 1               | 2     | 2                                      | 2  | 11/30/21                                 |    | 1                            |    | 1/6/2022            |                        |    | Pending interview           |
| Tohono O'odham Agriculture &<br>Natural Resources Assistant<br>(Temporary) | Sustain.  | 2                    |  | 1               | 1     | 1                                      | 1  | 9/26/21                                  |    | 4                            |    | 10/11/21            | 1                      | 3  | Offer rescinded             |



## TOCC EMPLOYEE STATISTICS (January 2022)

### FULL TIME POSITIONS

|                              | <u>Numbers</u> | <u>Percentages</u> |
|------------------------------|----------------|--------------------|
| <b>Full-time positions:</b>  | <b>97</b>      |                    |
| Filled Positions             | 87             | 90%                |
| Vacant Positions             | 10             | 10%                |
| <b>Female</b>                | 46             | 53%                |
| <b>Male</b>                  | 40             | 47%                |
| <b>Ethnicity</b>             |                |                    |
| Tohono O'odham               | 51             | 59%                |
| Native American Other        | 9              | 10%                |
| Hispanic                     | 4              | 5%                 |
| White                        | 16             | 18%                |
| Black                        | 5              | 6%                 |
| Asian                        | 2              | 2%                 |
| <b>Regular Staff</b>         | <b>80</b>      |                    |
| Filled                       | 72             | 90%                |
| Vacant                       | 8              | 10%                |
| <b>Instructors Positions</b> | <b>17</b>      |                    |
| Filled                       | 15             | 88%                |
| Vacant                       | 2              | 12%                |
| <b>Commuters</b>             | <b>47</b>      | 54%                |
| <b>Local</b>                 | <b>40</b>      | 46%                |

### PART-TIME & TEMP POSITIONS

|  | <u>Numbers</u> | <u>Percentages</u> |
|--|----------------|--------------------|
| <b>Part-time &amp; Temp positions:</b> | <b>20</b>      |                    |
| Filled Positions                       | 9              | 45%                |
| Vacant Positions                       | 11             | 55%                |
| <b>Female</b>                          | 5              | 56%                |
| <b>Male</b>                            | 4              | 44%                |
| <b>Ethnicity</b>                       |                |                    |
| Tohono O'odham                         | 4              | 44%                |
| Native American Other                  | 3              | 33%                |
| Hispanic                               | 1              | 11%                |
| White                                  | 1              | 11%                |
| Black                                  | 0              | 0%                 |
| Asian                                  | 0              | 0%                 |
| <b>Commuters</b>                       | <b>6</b>       | 67%                |
| <b>Local</b>                           | <b>3</b>       | 33%                |

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**TOHONO O'ODHAM COMMUNITY COLLEGE**

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**TO:** BOARD OF TRUSTEES  
**THRU:** PAUL ROBERTSON, PRESIDENT  
**FROM:** MARTHA S. LEE, SPECIAL PROJECTS CONSULTANT  
**SUBJECT:** ANNUAL REPORT 2021 – CHECKING BOARD OF TRUSTEES PAGE  
**DATE:** JANUARY 3, 2022  
**CC:** EVAN THOMAS, SPECIAL ASSISTANT TO THE PRESIDENT

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Background:

Every year Tohono O’odham Community College prepares an annual report that the College President, Trustees, and others use in presentations to the Tohono O’odham Nation’s Districts and to the Tohono O’odham Legislative Council. The 2020-2021 video annual report covered the 2019-2020 academic year plus additional months through April 2021. Recent annual reports, including the video report, appear on the College website at [www.tocc.edu/Publications/](http://www.tocc.edu/Publications/).

Justification:

Due to occasional technical difficulties in broadcasting the video annual report during presentations, the College is returning to a glossy brochure format for its next annual report, which will be a shortened 2021 report covering the months of May 2021-mid-fall 2021. This will include Commencement 2021, the financials from fiscal 2021, and updated enrollment and personnel data. A new group photo of the Trustees will appear on the Board page.

Action Requested: Please check and confirm your individual entries; kindly approve use of this photo in the annual report and on the TOCC website at <https://tocc.edu/board/>.

Recommendation: The President recommends agreement by voice during the January 2022 meeting to the action requested. Thank you for your consideration.

# Tohono O’odham Community College Board of Trustees



The Board of Trustees meets monthly. In June 2021, they held a retreat in Tucson. From left: Jonas Robles, Mary Bliss, Tony Chana, Dr. Ofelia Zepeda, and Bernard Siquieros. Photo by Evan Thomas. Top right: Trustee Libby Francisco.



**Ms. Elizabeth 'Libby' Francisco**  
Member  
Trustee since 2002  
From San Xavier District

**Jonas R. Robles**  
Elder Member  
Trustee since 2007  
From Ge Aji District

**Ms. Mary Bliss**  
Member  
Trustee since 2019  
From San Xavier District

**Mr. Anthony M. Chana**  
Secretary and Elder Member  
Trustee since 2007  
From Ge Aji District

**Mr. Bernard G. Siquieros**  
Vice Chair  
Trustee since 2002  
From Sells District

**Dr. Ofelia Zepeda**  
Chair  
Trustee since 2002  
From Stanfield, Arizona



Paul Robertson &lt;probertson@tocc.edu&gt;

## Request Consideration of Grant Request

10 messages

Paul Robertson &lt;probertson@tocc.edu&gt;

Tue, Dec 21, 2021 at 10:53 AM

To: "Zepeda, Ofelia - (ofelia)" <ofelia@arizona.edu>, Bernard Siquieros <bsiquieros@gmail.com>, Mary Bliss <mbliss@tocc.edu>, Jonas Robles <jrobles@tocc.edu>, Tony Chana <tchana0839@gmail.com>, Libby Francisco <lfrancisco@ddcaz.com>  
Cc: Evan Thomas <ethomas@tocc.edu>

S-ke:g tas:

Ron Geronimo wishes to apply for a \$50,000 grant that would support one part-time worker to carry out the work identified in the attached grant proposal request form. He brought this to the leadership council yesterday and it was approved. There is a very short timeline and the proposal, which he and Leslie will write, is due January 3, 2022. I'm writing to ask if you would approve this request so that he can move forward with the application.

I'm copying Evan as he will document the process. Please "reply all" when you respond.

Respectfully,

Paul Robertson, Ph.D.  
President  
TOCC



**SHARP Grant Proposal Request FORM.docx**  
42K

Tony Chana &lt;tchana0839@gmail.com&gt;

Tue, Dec 21, 2021 at 11:51 AM

To: Paul Robertson <probertson@tocc.edu>  
Cc: "Zepeda, Ofelia - (ofelia)" <ofelia@arizona.edu>, Bernard Siquieros <bsiquieros@gmail.com>, Mary Bliss <mbliss@tocc.edu>, Jonas Robles <jrobles@tocc.edu>, Libby Francisco <lfrancisco@ddcaz.com>, Evan Thomas <ethomas@tocc.edu>

[Quoted text hidden]

Bernard Siquieros &lt;bsiquieros@gmail.com&gt;

Tue, Dec 21, 2021 at 12:09 PM

To: Tony Chana <tchana0839@gmail.com>  
Cc: Paul Robertson <probertson@tocc.edu>, "Zepeda, Ofelia - (ofelia)" <ofelia@arizona.edu>, Mary Bliss <mbliss@tocc.edu>, Jonas Robles <jrobles@tocc.edu>, Libby Francisco <lfrancisco@ddcaz.com>, Evan Thomas <ethomas@tocc.edu>

I approve the request from the Language Center for a SHARP grant. Bernard

[Quoted text hidden]

Evan Thomas &lt;ethomas@tocc.edu&gt;

Tue, Dec 21, 2021 at 12:25 PM

To: Bernard Siquieros <bsiquieros@gmail.com>  
Cc: Tony Chana <tchana0839@gmail.com>, Paul Robertson <probertson@tocc.edu>, "Zepeda, Ofelia - (ofelia)" <ofelia@arizona.edu>, Mary Bliss <mbliss@tocc.edu>, Jonas Robles <jrobles@tocc.edu>, Libby Francisco <lfrancisco@ddcaz.com>

Good Morning, Bernard,  
Thank you for your determination.



Have a Merry Christmas and Happy New Year!  
Evan

Evan Thomas  
Special Assistant to the President  
(5200 479-2304

[Quoted text hidden]

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**Tony Chana** <tchana0839@gmail.com>

Tue, Dec 21, 2021 at 12:26 PM

To: Bernard Siquieros <bsiquieros@gmail.com>

Cc: Paul Robertson <probertson@tocc.edu>, "Zepeda, Ofelia - (ofelia)" <ofelia@arizona.edu>, Mary Bliss <mbliss@tocc.edu>, Jonas Robles <jrobles@tocc.edu>, Libby Francisco <lfrancisco@ddcaz.com>, Evan Thomas <ethomas@tocc.edu>

Yes, I approve.  
Tony

On Tue, Dec 21, 2021 at 12:09 PM Bernard Siquieros <bsiquieros@gmail.com> wrote:

[Quoted text hidden]

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**Evan Thomas** <ethomas@tocc.edu>

Tue, Dec 21, 2021 at 12:30 PM

To: Tony Chana <tchana0839@gmail.com>

Cc: Bernard Siquieros <bsiquieros@gmail.com>, Paul Robertson <probertson@tocc.edu>, "Zepeda, Ofelia - (ofelia)" <ofelia@arizona.edu>, Mary Bliss <mbliss@tocc.edu>, Jonas Robles <jrobles@tocc.edu>, Libby Francisco <lfrancisco@ddcaz.com>

Good Afternoon, Tony,  
Thank you for your response.

Duly Noted.

Have a safe and joyous holiday season!  
Evan

Evan Thomas  
Special Assistant to the President  
(520) 479-2304

[Quoted text hidden]

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

Tue, Dec 21, 2021 at 12:45 PM

To: Evan Thomas <ethomas@tocc.edu>

Cc: Tony Chana <tchana0839@gmail.com>, Bernard Siquieros <bsiquieros@gmail.com>, Paul Robertson <probertson@tocc.edu>, Mary Bliss <mbliss@tocc.edu>, Jonas Robles <jrobles@tocc.edu>, Libby Francisco <lfrancisco@ddcaz.com>

Hi  
I approve the the request.

Sent from my iPhone

On Dec 21, 2021, at 12:30 PM, Evan Thomas <ethomas@tocc.edu> wrote:

**External Email**

[Quoted text hidden]

---

**Evan Thomas** <ethomas@tocc.edu>

Tue, Dec 21, 2021 at 12:51 PM

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

Cc: Tony Chana <tchana0839@gmail.com>, Bernard Siquieros <bsiquieros@gmail.com>, Paul Robertson <probertson@tocc.edu>, Mary Bliss <mbliss@tocc.edu>, Jonas Robles <jrobles@tocc.edu>, Libby Francisco <lfrancisco@ddcaz.com>

Good Afternoon, Ofelia,  
Thank you for your reply.

Your affirmation is noted.

Wishing you and your family a Merry Christmas and prosperous New Year!  
Evan

Evan Thomas  
Special Assistant to the President

[Quoted text hidden]

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

Tue, Dec 21, 2021 at 1:10 PM

To: Paul Robertson <probertson@tocc.edu>

Hi,

Can you send me the link for the meeting. I can't locate it. Thanks

---

**From:** Paul Robertson <probertson@tocc.edu>

**Sent:** Tuesday, December 21, 2021 10:53 AM

**To:** Zepeda, Ofelia - (ofelia) <ofelia@arizona.edu>; Bernard Siquieros <bsiquieros@gmail.com>; Mary Bliss <mbliss@tocc.edu>; Jonas Robles <jrobles@tocc.edu>; Tony Chana <tchana0839@gmail.com>; Libby Francisco <lfrancisco@ddcaz.com>

**Cc:** Evan Thomas <ethomas@tocc.edu>

**Subject:** [EXT]Request Consideration of Grant Request

**External Email**

[Quoted text hidden]

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**Paul Robertson** <probertson@tocc.edu>

Tue, Dec 21, 2021 at 1:13 PM

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

Hi,

Here it is: <https://us06web.zoom.us/j/85455037735>

Paul Robertson  
President

[Quoted text hidden]



Paul Robertson &lt;probertson@tocc.edu&gt;

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**Grant Proposal Request.**

2 messages

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**Jonas Robles** <jrobles@tocc.edu>

Wed, Dec 22, 2021 at 2:50 PM

To: Paul Robertson &lt;probertson@tocc.edu&gt;, toccpresident@tocc.edu

I approve the Grant proposal request.

Jrobles BOT

Sent from my iPad

---

**Paul Robertson** <probertson@tocc.edu>

Tue, Dec 28, 2021 at 7:46 AM

To: Jonas Robles &lt;jrobles@tocc.edu&gt;

Thank you Jonas.

Paul Robertson

President

[Quoted text hidden]



## TOCC GRANT PROPOSAL SUBMISSION AUTHORIZATION

**DATE:** Dec. 15, 2021 **SUBMITTED BY:** O'odham Language Center

Funding Agency: American Rescue Plan: Humanities Grants for Native Cultural Institutions

Funding Number: None CFDA # if applicable:

Letter of Intent required? No Due Date (if applicable): Jan. 3, 2022

Grant Submission Date: Plan to submit NLT Jan. 3, 2022

Entity for proposal submission (grants.gov, e-grants, Fastlane, etc.) Submittable Platform

Maximum Award (per year): \$50,000 Duration of grant: One Time Only  
(Note: determine if award listed is total for the grant period, or per year.)

Number of Awards: 175 Match Required? No  
(Note: if match required, specify how much, and type, i.e., cash, in kind, etc.)

Indirect Cost allowed? Yes Amount (%): Capped at 10% TOCC negotiated rate is 28%

**Department or Division Requesting Grant:** O'odham Language Center

**Background and Justification:** This requirement is addressed through the summary provided below.

### Project Summary:

The O'odham Language Center has been working with the Arizona State Museum on the Doris Duke Oral History collection to digitize, translate, transcribe, and index the recordings so they can be more accessible to Native communities, students, and the wider public. Work is also needed to determine if any of the recordings contain sensitive or restricted information and to obtain permissions from participants or family members of deceased participants since permission forms were not collected at the time the interviews took place. The collection contains 239 O'odham related tapes. Some of them have already been processed and some are in the English language. The primary work will be with the recordings that are in O'odham.

We are requesting funds from the Association of Tribal Archives, Libraries and Museums and the National Endowment for the Humanities through the Sustaining Humanities Through the American Rescue Plan (SHARP) funding opportunity. The funds would cover a part-time project specialist to administer the following activities as part of the Doris Duke Oral History project.

- a. Comparing the transcripts to the recordings to ensure accuracy.
- b. Translating materials recorded in the O'odham language
- c. Transcribe recordings that have not been transcribed
- d. Adding community content i.e. photographs, documents, etc.
- e. Obtain permission forms from participants or family members of deceased participants.
- f. Adding Traditional Knowledge labels.



- g. Working with the Oral History Metadata Synchronizer program to index the recordings.

**How the project will meet the TOCC Mission and Strategic Plans:** The O'odham Language initiative is embedded in TOCC's strategic plan wherein the College hosts the O'odham Language Center.

**Proposed Principal Investigator or Project Director:** Ronald Geronimo, Leslie Luna

**Lead writer:** Ronald Geronimo and Leslie Luna with administration support and support from the Tohono O'odham Studies Director Frances Benavidez.

**Current staff to be paid under the grant? (List):**

**New staff to be added? (Number and positions):** 1 part-time project specialist to administer the activities proposed.

**Contractors (external evaluator required, etc):** No

**Approval by Division Dean and Date:** \_\_\_\_\_

**Review by Leadership Council and Approval Date:** 20 December 2021

**Board Review and Approval Date:** 22 December 2021

| Item  | Actions   | Discussion/Resolution/Comments  |
|---|---|---|
| Encouraging return to campus                | Drafted letter sent to students aged 18-25 to encourage them to consider staying in dorms in spring semester.   | The initiative did not yield additional students interested in living in the dorms.   |
| Language Center RFP (Request for Proposals) | Two companies have replied to the advertisement in Az Daily Star asking for the drawings.   | Sealed bids are due NLT 15 February.  |
| Apprentice Program                          | Continued to meet with Justine Romero and Jay Juan on plans to revitalize the apprenticeship program. Succeeded in closing the Bank of America account for the LLC.   | Object is to eliminate separate bank accounts (Pima Federal Credit and Bank of America) for LLC. Will be accomplished in Jan. 2022.                               |
| Move to S-cuk Du'ag Maşcamakud              | Move was complete by first week in December. Dr. Christopher Bonn agreed to terminate the lease for the modulars at the former Komckud 'E-Wa.'osidk Maşcamakud.   | Operations and others are to be commended for the excellent and difficult work involved in relocating TOCC administration.  |
| Critical personnel shortages                | The College is facing acute personnel shortages ranging from Administrative Assistant to Dean. They are posted. HR is working to process applicants. [This item was mentioned in the previous report as well] | Bringing new personnel to fill critical vacancies is a top priority for TOCC. This is an issue in many institutions now and much of it derives from the pandemic. |
| SCAC (San Carlos Apache College) site.      | The Intergovernmental Agreement (IGA) with SCAC needs to be reviewed. SCAC has yet to submit a letter of interest to HLC concerning becoming a stand-alone.   | The relationship with SCAC needs to be reevaluated and the IGA needs to be reviewed and rewritten. This will be done NLT end of February 2022.                    |

***Key Issues/Items addressed December HR Director Report***

| <b>Issues/Items</b>   | <b>Discussion/ Situation</b>  | <b>Summary/ Resolution</b>   |
|-----------------------|---|--|
| Annual Leave Cash Out | Annual Leave Cash Out   | 32 employees requested and received an annual leave cash out on December 24, 2021.           |
| HR Archive            | HR file inventory   | Continuing to purge documents for shredding.   |
| Interviews            | Conducted six (6) interviews: Dean of Student Services (2), Academic Advisor Coordinator (2), Administrative Assistant - Student Life (2) | Continuing to advertise; one pending background check; and one pending offer.                |
| Personnel Issues      | Personnel Issues  | Addressed one supervisor's concerns.   |
| Service Awards        | Annual Service Awards   | Certificates drafted and gift cards purchased. Given to employees prior to the winter break. |

Report to TOCC Board of Trustees:

**Jay Juan**

**Director of Operations**

**December 2021**

| <b>Issues/Items</b>   | <b>Actions/Assessment</b>  |
|---|--|
| Continue construction on kitchen in I-We:mta Ki:.                                     | Removed existing wall, trenched and laid propane gas pipe. TOUA performed pressure test on propane line. Ordered new stove and propane tank. |
| Need to service and maintenance fire and burglar systems.                             | Ongoing fire and burglar system testing and repairing at S-cuk Du'ag Maşcamakud and Wişag Koş Maşcamakud.                                    |
| Need to ensure all College property is removed from Komckud 'E-Wa:' osidk Maşcamakud. | Cleared all furniture and property from the buildings and storage containers at Komckud 'E-Wa:' osidk Maşcamakud.                            |
| Electric work needed in Apprenticeship Office.  | Hired a local electrician contractor to complete the electric repairs to the Apprenticeship Office.  |
| Need to spray the buildings for insects.  | Applied (sprayed) insecticide in all buildings.  |
| Assist Anselmo Ramon with the delivery of books and used furniture.                   | Loaded and transported books and furniture to Hick Wan District office.  |





## Tohono O'odham Early Childhood Education Community of Practice

By

**Elsa Peterson Community of Practice Coordinator**

### December 2021 Board of Trustees Report

| <u>Issues/Items</u>   | <u>Discussion/Situation</u>  | <u>Summary/Resolution</u>   |
|---|--|---|
| The grant Elsa Peterson and Sherilyn Analla wrote to the Better Way Foundation was accepted for the first year. | Better Way Foundation has approved a grant in the amount of \$80,400.00 to Tohono O'Odham Community College in support of "Indigenous Early Childhood Development, (IECD) Practitioner Symposium" for the period January 1, 2022, through December 31, 2022. | Sherilyn Analla and Elsa Peterson will meet with Finance to submit the budget proposal.   |
| The A'al Ha-Mascam Community of Practice continues to meet monthly for professional development.                | <p>The Community of Practice met Monday, December 6th at 9:00 AM for a Monthly A'al Ha-Mascam Community of Practice Professional Development Session.</p> <p>Tessa Brock was the presenter. The community of practice continues to meet via zoom.</p>        | <p>35 members continue to attend consistently. The topic this month was:</p> <p>HOW SHOULD I SAY THIS? TIPS FOR CHALLENGING CONVERSATIONS</p> <p>Approaching challenging conversations with parents, co-workers and professionals can be difficult – yet is incredibly important! In this for holding conversations with more successful outcomes. Lighthearted and insightful presentation, participants will be able to self-reflect on their personal intentions for conversations and styles of holding "emotionally charged" or "high stakes" conversations. Participants will use real life scenarios to gain new ideas and skills for holding scenarios to gain new ideas and skills</p> |

| <u>Issues/Items</u>  | <u>Discussion/Situation</u>   | <u>Summary/Resolution</u>  |
|--|---|--|
| The Annual Southern Arizona Association for the Education of Young Children took place on December 6 <sup>th</sup> , 2021.                       | Elsa Peterson translated in Spanish for several sessions in the Southern Arizona Association for Young Children conference as part of her board service.                              | Four Early Childhood Educators from the Tohono O'odham Community and Tohono O'odham Community College Alumni attended as well via zoom.  |
| The Community of Practice Coordinator continues to help out in the field with Head Start teachers and Tohono O'odham Community College students. | Educators at the Tohono O'odham Head Starts have continued to reach out to the coordinator for technical support in trying to provide zoom classes for the children in the community. | The coordinator has been visiting the sites to see what the needs are at this point since classes have not yet gone face to face at the Nation's Head Starts. The coordinator has also visited several members face to face to see what their next steps are with their education.   |
| The Community of Practice Coordinator and two other members of the Early Childhood Education Club Volunteer to help the community.               | Elsa Peterson and two other members of the ECE Club prepared bags for the children in the Tohono O'odham Community.   | 100 bags containing socks, new books, used books, stickers, Tohono O'odham Community College advertising materials and First Things First parent resource materials were included in the bags. Jai Juan, recruiter at TOCC prepared materials for the coordinator. Other materials were purchased with funds the ECE club had and donations. |

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**TOHONO O'ODHAM COMMUNITY COLLEGE**

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**TO:** BOARD OF TRUSTEES  
**THRU:** PAUL ROBERTSON, PRESIDENT  
**FROM:** CURTIS PETERSON, DEAN OF ACADEMICS  
**SUBJECT:** DECEMBER 2021 EDUCATION DIVISION BOARD REPORT  
**DATE:** JANUARY 3, 2022  
**CC:**

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**Curtis Peterson – Dean of Academics**  
*Issues/Items addressed in December 2021*

| <b>Issue</b>                | <b>Discussion</b>  | <b>Summary/resolution</b>   |
|-----------------------------|--|---|
| <b>HLC update</b>           | Submitted GIS certificates and degrees that were approved by BOT in October meeting.   | Certificate was automatically approved, and two degrees are under review. Update: Still waiting for HLC response.   |
| <b>Curriculum</b>           | None to report   | None to report  |
| <b>Spring 2022 semester</b> | Very few students signed up for face-to-face courses.  | We are now down to 11 courses that have a face-to-face option. Administration will monitor the progress through the first week of January and make a determination of whether to continue with those courses or have them fully online. |
| <b>Academic Advising</b>    | On October 26 all full-time faculty were assigned 34-37 students. The students assigned are the students who are currently enrolled and taking courses at TOCC. Further plans are being made to reach out to students who stopped attending. | Faculty involvement in advising was successful, in spring we will continue to do specific advising training for faculty.  |

**O'ohana Ki: (Library Services)**  
**Reporting Month:** *December 2021*  
**Submitted by:** Ofelia "liz" Zepeda

| <b>Topic</b>            | <b>Discussion</b>  | <b>Summary/resolution</b>   |
|-------------------------|--|---|
| End-of-Year Goal Review | Reviewed goals, identified priorities met and determined areas needing continued work in 2022. | At the start of the year, the program established some initial goals with new team members added to the program, a full-time faculty and director. Highlights from the year included: |

|  |  |  |
|--|--|--|
|  |  | <ul style="list-style-type: none"> <li>• <i>(1) Establishing a communication plan with TOS students (2) Recruiting an O'odham language and history instructor; submitting a proposal to hire a full-time language instructor (3) Promoting greater understanding of O'odham Himdag and Tohono O'odham Nation through a series of trainings/events, totaling thirteen (13) in collaboration with Education Administration, Himdag Committee, OLC, and Student Life (4) Beginning development of new courses set to be completed in the spring 2022 semester (5) Developing outlines for new certificate programs, pending approval of new courses before moving forward (6) Applying for and receiving small grants to support new course development and in partnership with the OLC to administer language/cultural reclamation projects.</i></li> <li>• Per the College-wide Strategic Plan, the program in partnership with many programs and people across the college will work toward five major initiatives this upcoming year:             <ol style="list-style-type: none"> <li>(1) Broaden reach to support all aspects of college functions are rooted in O'odham Himdag.</li> <li>(2) Develop a plan for critically situating faculty and employees within the historical and social context of the Tohono O'odham Nation.</li> <li>(3) Begin researching, identifying, and developing models for integrating the project of nation building</li> </ol> </li> </ul> |
|--|--|--|



|  |   |   |
|--|---|---|
|  |   | <p>into the educational experience of students.</p> <p>(4) Develop a strong emphasis on the O’odham language and culture in the everyday life of the college community.</p> <p>(5) Continue planning for and developing a TOS BA Program.</p>   |
| Course Catalog   | The current course catalog is under review and being prepared for the 2022-2024 catalog years.                  | <ul style="list-style-type: none"> <li>• Read, revised, and submitted recommended updates to the course catalog.</li> </ul>   |
| Carry out Area Chair duties  | Fulfill the immediate day-to-day programmatic responsibilities.   | <ul style="list-style-type: none"> <li>• Continued advising students on Spring 2022 semester courses, and semesterly plans.</li> <li>• Helped OLC with SHARP Grant application, question responses, and budget completion.</li> <li>• Continued with bi-weekly TOS team meetings.</li> <li>• Instructed/created lessons for TOS240 course.</li> </ul> |
| 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"> <li>• Native American Heritage Month Planning Committee-Debrief (1)</li> <li>• Faculty Development Committee (1)</li> <li>• Leadership Council (2)</li> <li>• OLC (3)</li> <li>• TOS-Instructors (1)</li> <li>• Other /Advising(18)</li> </ul>   |

### Tohono O’odham Studies Program

**Report Month:** December 2021

**Submitted by:** Frances Benavidez

| Topic  | Discussion   | Summary/resolution  |
|--|--|---|
| Strategic Priority 1: Strengthen the Himdag 1.f. Engage with the community in [...] cultural events when possible. | Ensure each weekly NAHM session is ready by the scheduled dates. | <ul style="list-style-type: none"> <li>• The planning committee continued to meet weekly to finish developing and preparing for the weekly NAHM sessions: <ul style="list-style-type: none"> <li>○ Nov. 9 – <i>O’odham Language: Past, Present and Future</i></li> <li>○ Nov. 16- <i>Celebrating the Cultural Diversity of TOCC Students</i></li> </ul> </li> </ul> |

|                                       |  |   |
|---------------------------------------|--|---|
|                                       |  | <ul style="list-style-type: none"> <li>○ Nov. 23- <i>NAHM Luncheon</i></li> <li>○ Nov. 30 – <i>O’odham Scholars: Journeying through a PhD Program</i></li> <li>• This series aligns with the college’s goal of engaging with the community in cultural events. It is open to the community, affiliate partners, and more in addition to students and employees. <ul style="list-style-type: none"> <li>○ A special thanks to all committee members and presenters. <ul style="list-style-type: none"> <li>▪ Committee: <i>Andrea Ramon, Camillus Lopez, Jacelle Ramon-Sauberan, Juana Jose, Leslie Luna, and Sylvia Hendricks</i></li> <li>▪ Presenters: <i>Leslie Luna, Ronald Geronimo, Naomi Lupe, Teresa Choyguha, Josie Pete, Jacelle Ramon-Sauberan, Jeremy Johns, and Lisa Palacios</i></li> </ul> </li> </ul> </li> </ul> |
| Tohono O’odham Studies Program Review | The Tohono O’odham Studies Program is up for its quadrennial review. | <ul style="list-style-type: none"> <li>• Resumed work on the Tohono O’odham Studies Program Review <ul style="list-style-type: none"> <li>○ Work with instructors to collect information on instructor/ course/ curriculum specific questions.</li> <li>○ Draft responses.</li> </ul> </li> </ul>   |

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|---|--|--|
|   |  | <ul style="list-style-type: none"> <li>○ <i>Report completion pending further data.</i></li> </ul>   |
| Carry out Area Chair duties for Tohono O'odham Studies                                  | Fulfill the immediate day-to-day programmatic responsibilities.  | <ul style="list-style-type: none"> <li>• Continue advising students on Spring 2022 semester courses, and creating educational plans aligned with student completion goals</li> <li>• Instruct/create lessons for TOS240 course</li> <li>• Continue with bi-weekly TOS team meetings</li> </ul>   |
| Attended free conferences/ <i>learning opportunities</i> to strengthen quality of work. | To continuously meet the mission, vision, values, and goals of the college at an optimal level requires continuous learning. | <ul style="list-style-type: none"> <li>• Attended two virtual cultural learning opportunities:               <ul style="list-style-type: none"> <li>○ Culture Teacher Gathering (Salt River)                   <ul style="list-style-type: none"> <li>▪ <i>Learned new strategies for rooting student learning in O'odham knowledge systems..</i></li> </ul> </li> <li>○ Storytelling with Camillus Lopez</li> </ul> </li> </ul> |
| 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"> <li>• Native American Heritage Month Planning Committee (6)</li> <li>• NAHM Virtual Presentations/Luncheon (7)</li> <li>• Faculty Development Committee (1)</li> <li>• Himdag Committee (1)</li> <li>• Leadership Council (2)</li> <li>• TOS-Instructors (2)</li> <li>• Other /Advising(26)</li> </ul>  |

### NSF STEM Grant

**Report Month:** October 2021

**Submitted by:** Teresa Newberry

| Issue  | Discussion   | Summary/resolution  |
|--|--|---|
| The Tohono Field Studies (TFS) Center will provide opportunities for students to | There are several initiatives underway related to TFS Center including a proposal for supplemental funding for a digital media specialist and support for a pollinator | \$6K in NASA Space Grant funding was received to support the development of a pollinator garden which will be used to enrich science education. |

|  |  |  |
|--|--|--|
| <p>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>garden as well as partnerships with the TON Department of Natural Resources (DNR) and SW Archeology to provide students with research and field experience through internships and coursework.</p>  | <p>The NSF Supplemental Funding Request to enhance the TFS Center and its activities is under review at NSF and the PI is working to move this through the approval process. to enhance the TFS Center and its activities.</p> <p><i>Goal 3: Promote professional preparedness of students</i></p>   |
| <p>Create Faculty Learning Community (FLC) with on-going mentoring by education consultants and cultural mentor</p>  | <p>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> | <p>The FLC met on 12/3 from 9:30-12. Discussion and Sharing Group (DSG) discussed a paper on creating culturally responsive assessment. Mr. Camillus Lopez shared O’odham perspectives on assessment and considering diversity of learners in the classroom. This was followed up by a discussion of how faculty used culturally responsive assessment in their courses. The Active Learning Group (ALG) explored best practices in student learning outcomes. The focus of the ALG this year is culturally responsive problem-based learning (PBL) and they were introduced to the PBL curriculum template. 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> |



**Ofelia Liz Zepeda, Interim Student Services Dean**  
***Student Services, December 2021***

| Issue                                       | Discussion   | Summary/resolution   |
|---|--|--|
| Increased attention and production of work. | Consultants have conducted ongoing Jenzabar training.  | <ol style="list-style-type: none"> <li>1. Work with the consultants, TeckStack and Partners in Financial Aid, has helped our progress. Their assistance has allowed for National Student Clearinghouse submissions. At last report, the errors were minimal.</li> <li>2. SAP for Financial Aid is closer to being automated.</li> </ol>  |
| Dual Enrollment                             | A new model for dual enrollment is being worked upon. The estimated start of the new model is Summer 2022. | Meetings were held to discuss dual enrollment and its efficacy. The Spring was already established; however, the Summer is being looked upon as the start of the new model. Daniel Sestiaga has been able to create course rotations for an ECE certificate and AGECE strands so that a high school student could graduate with a diploma and either a certificate and/or a significant number of transfer credits simultaneously. |
| S-ki:kig Maşcama Ki:                        | Coverage and next steps since the departure of the Center Coordinator.                                     | Daniel Sestiaga, Tashina Machain, and Liz Zepeda met to discuss how to provide coverage for the Center for December. Additionally, plans to market and promote the Center were discussed.  |
| Retention                                   | Retention Portlet  | Retention Coordinator, Ron Felix, sent out a final survey for the semester to gather data regarding the usefulness of the EARS reports sent out in 4-week intervals. 87 students responded between December 9-16, 2021. Most students found the grade reports to be helpful and prompted students to action regarding their course status.   |
| Advising                                    | Student Services staff will have a new role when it comes to academic advising.                            | Faculty will be taking on the majority of academic advising. Student Services advisors, counselor, retention coordinator, and transition coordinator, will begin to be assigned students who fit within their designated areas of expertise. It will be a new adjustment, but the process will be more straightforward rather than haphazard as it the previous model had been.  |

December Report to TOCC Board of Trustees  
 Novia James, Financial Aid Officer

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

Issues/Items    Actions/Assessment

1. Scholarship Award:

|                      |              |              |
|----------------------|--------------|--------------|
| Pell Grant:          | 209 students | \$468,892.00 |
| AICF General:        | 54 students  | \$101,727.00 |
| AICF Full Circle:    | 9 students   | \$ 20,250.00 |
| Direct Scholarships: | 37 students  | \$ 74,666.00 |

Working Projects

1. American Indian College Fund Webinar-New Application processing training.
2. Updating Student Files – Iris (working in progress).
3. Student Correspondence – Diana & Nicole are responding & communicating with students.
4. Financial Aid Consultants - Pending

**BOT-Daniel Sestiaga, Special Projects & Initiatives Manager, December 2021**  
***Key Issues/Items addressed in December 2021***

| Issues/Items         | Actions/Assessment   |
|----------------------|--|
| Dual Enrollment      | <ul style="list-style-type: none"> <li>Dual Enrollment IGA for BUSD40 has been sent to Dr. Bonn and his team for review. <ul style="list-style-type: none"> <li>Sequence for AGECE A, AGECE S, ECE and Culinary have also been submitted</li> </ul> </li> <li>Draft IGA has been submitted to Tempe Union High School District for preliminary Review</li> <li>Initial efforts for 2022-2024 cohort recruitment are underway</li> <li>Initial draft of Fall 2021 reimbursement is on the way</li> <li>Published Marketing video on TOCC YouTube Channel</li> </ul> |
| START Program        | <ul style="list-style-type: none"> <li>Will be submitting a request for recruitment for Spring 2022 student workers</li> <li>Marketing video has been created by Sebastian Preston for distribution to local schools</li> </ul>  |
| Haury Program        | <ul style="list-style-type: none"> <li>Working with Transition Coordinator to determine spring recruitment for Summer 2022 cohort (year 3)</li> <li>Finalizing Policy Brief Draft</li> <li>Submitted proposal to present at the UArizona Diversity Symposium in January 2022</li> <li>Published recruitment/information video on TOCC YouTube Channel</li> </ul>   |
| S-Ki:kig Mascama Ki: | <ul style="list-style-type: none"> <li>Begin working with PHX staff for preliminary spring 2022 recruitment events</li> <li>Begin working on site visits to assist with staff shortage</li> </ul>  |
| SSD                  | <ul style="list-style-type: none"> <li>Working with Jai to begin recruitment efforts in Spring 2022. Will be hosting a session with Tempe Union in January 3, 2022</li> <li>Preparing for Spring 2022 Orientation Sessions</li> </ul>  |
| Upcoming Events      | <ul style="list-style-type: none"> <li>1/4/22: Upward Bound Grant Session</li> <li>1/10-14/22: Spring Orientation</li> <li>1/11/21: Tempe Union High School Sessions</li> <li>1/13/21: OIE Dual Enrollment Planning Meetings</li> <li>1/20-21/22: UArizona Diversity Symposium</li> </ul>  |

**BOT-Annamarie Stevens, Transition Coordinator, December 2021**  
***Key Issues/Items addressed in December 2021***

| Issues/Items | Actions/Assessment  |
|--------------|---|
| Haury Grant  | <p>Fall Practicum</p> <ul style="list-style-type: none"> <li>One student will start with BUSD in the Spring Semester while she starts at the University of Arizona</li> </ul> |

|                          |   |
|--------------------------|---|
|                          | <ul style="list-style-type: none"> <li>• One student will be starting with Ofelia Zepeda at the University of Arizona</li> <li>• Follow up on two students to see if they meet the GPA requirements and get them started in the Spring Semester</li> </ul> <p>ASJ-Coordinator's Meeting are held every Tuesday at 10:00 a.m.</p> <ul style="list-style-type: none"> <li>• Finalized the final version of ASJ Video and work on getting it out on website and Social Media</li> <li>• Discuss upcoming proposals: UA Diversity &amp; Inclusion Symposium</li> <li>• Discussion of recruitment efforts: email blasts, facebook post, extended deadline to February 6<sup>th</sup></li> <li>• Goal to set up presentations in classes and in person presentation at TOCC, San Carlos, and Phoenix campus</li> <li>• A meeting was held with the ANIE program to discuss collaboration of workshop with their students and ASJ students</li> <li>• Discussion on bringing in individuals from the San Carlos Campus to join our meeting to discuss cultural aspect from the Apache Culture</li> </ul> <p>ASJ-Team Meeting</p> <ul style="list-style-type: none"> <li>• Completed UA Diversity &amp; Inclusion Symposium Proposal and submitted on December 17<sup>th</sup></li> <li>• Interviewed for ASJ Summer RA-Lance Sanchez</li> </ul> <p>ASJ-Presentations</p> <hr/> <ul style="list-style-type: none"> <li>• No presentation were done but weekly and daily emails were sent out to remind students about the deadline</li> </ul> |
| Transition Projects      | <p>University Presentation</p> <ul style="list-style-type: none"> <li>• No presentations were held</li> <li>• Made contact with the following university and college for future presentations: Prescott College, Fort Lewis College, ASU Social of Work, Northwest Indian College, and San Diego State University</li> </ul> <p>Advising</p> <ul style="list-style-type: none"> <li>• 5 student transition information</li> <li>• 4 advising for Spring Courses</li> <li>• Assist a 2 students with enrolling at TOCC</li> <li>• Assist a 1 student with transcripts</li> </ul> <p>Other Projects</p> <ul style="list-style-type: none"> <li>• Enrollment &amp; Completion Change Network meeting-United Way Tucson: December 7<sup>th</sup></li> <li>• Discussion with Danny and Anselmo on Achieve 60 Arizona</li> <li>• Discussed with IT on set up an internship with their office for a student interested in Computer Science</li> </ul>  |
| Intentionally Left Blank |   |



|                                      |   |
|--------------------------------------|---|
| Internship/Career Readiness Projects | <ul style="list-style-type: none"> <li>Reached out to Henry's Fork about their internship opportunities and requested presentation in January</li> <li>Contact with NikeFoundation on internships for students-working on setting up a virtual presentation in February</li> </ul>  |
| Upcoming Dates                       | <p>Upcoming Visits/Events</p> <ul style="list-style-type: none"> <li>ASJ information event on TOCC campus on January 19<sup>th</sup></li> <li>UA Diversity &amp; Inclusion Symposium January 20<sup>th</sup>-21<sup>st</sup></li> <li>ASU Social Services Presentation-January 24<sup>th</sup></li> <li>ASJ information event at TOCC-Phoenix Campus January 26<sup>th</sup></li> <li>ASJ information event at TOCC-San Carlos Campus January 27<sup>th</sup></li> <li>Henry Fork information presentation-February 2<sup>nd</sup></li> <li>Fort Lewis College-February</li> <li>Nike Internship Presentation-February</li> </ul> |

### **Anthony Osborn – Disability Resource Office**

#### ***Key Issues/Items addressed in December 2021***

| <b>Issues/Items</b>  | <b>Actions/Assessment</b>  |
|--|--|
| Examined and modified accommodations to meet the needs of students in an online setting. | <ul style="list-style-type: none"> <li>Coordinated with leadership, faculty, students and staff related to documentation specifying how noted disabilities impacted their education.</li> </ul>  |
| Provided information on the TOCC Disability Program to new students.                     | <ul style="list-style-type: none"> <li>Admitted two new students who self-identified into the ADA program.</li> <li>Discussed requirements (e.g., needed documentation) with the students requesting services.</li> <li>Explained the benefits and requirements of requesting accommodations.</li> <li>Conducted research for students with severe psycho-emotional disabilities relative to post-secondary and online learning.</li> </ul>                        |
| Instructor conferences   | <ul style="list-style-type: none"> <li>Corresponded with faculty related to three students who self-identified as having a disability and facilitated contact with the students related to specific accommodations and needs in an online setting for each course the student was in. Details and strategies related to visual and social/emotional issues were specifically addressed along with contact with faculty for asynchronous online courses.</li> </ul> |
| Staff Collaboration  | <p>On-going collaboration with faculty and staff.</p> <ul style="list-style-type: none"> <li>Provided and discussed the success of students in the program related to related to ongoing success and needs.</li> <li>Participated in 4 wraparound meetings with the counselor, instructors, and students related to students with disabilities who were struggling in various courses.</li> </ul>  |

**Jai Juan - Recruiter*****Key Issues/Items addressed in December 2021***

| <b>Issues/Items</b>    | <b>Actions/Assessment</b>   |
|------------------------|---|
| Recruitment & Outreach | <p>Navajo Prep High School- Tabled virtually during students' lunchtime. Students dropped by and listened to a brief presentation on TOCC.</p> <p>CampusReel - Met with Daniel Sestiaga and Lisa from CampusReel to discuss the timeline for setup and expected deliverables.</p> <p>Pima High School - Attended Pima's in-person college fair and spoke with ~ 50 students and handed out TOCC's program information.</p> <p>Tempe Union Introduction/Promo Video - Filmed 30-second video with Daniel Sestiaga for Tempe students inviting them to our tabling session in January.</p> <p>NativeTalk Radio - I gave an update on TOCC and information on the upcoming semester. I invited Daniel Sestiaga to participate and he was able to answer some of the interview questions.</p> |
| Student Services       | <p>Student Relaxation Week: Game Night - Kahoot Trivia via Zoom and Virtual Storytelling event. Coordinated and hosted virtual events for students. The largest turnout was our Virtual Storytelling event with attendance from students and community members.</p> <p>New Student Orientation: Updated slide decks and contacted participants to remind them of their scheduled day and what to expect.</p>  |
| On-going Projects      | <p>High School Outreach: Schedule high schools visits, campus tours, and other outreach opportunities.</p> <p>Branding Committee: Working with Deshon, Danny, Evan, Anselmo, and Martha on a branding guide.</p> <p>Content Creation: Creating presentation slide decks, content for Facebook, and semester announcements.</p> <p>College Preview Day: Begin planning the event(s) for local high school students in March.</p>   |

**Alberta Espinoza—Counselor*****Key Issues/Items addressed in December 2021***

| <b>Issues/Items</b>                       | <b>Actions/Assessment</b>   |
|---|---|
| Attendance at meetings,<br>Special Events | <ul style="list-style-type: none"> <li>• 12/1 working session with Intern 1-3PM</li> <li>• 12/1 Title IX Training 530-600PM</li> <li>• 12/2 SSD Meeting</li> <li>• 12/2 Title IX Training 6-630PM</li> <li>• 12/6 Clinical Debriefing Intern</li> <li>• 12/6 TOCC and UNO Grant Kick Off Meeting</li> <li>• 12/6 Title IX Training 530-600PM</li> <li>• 12/8 Title IX Training 6-630PM</li> <li>• 12/9 BOT Mtg.</li> <li>• 12/9 Clinical Debriefing with Intern</li> <li>• 12/13 Title IX Training 530-600PM</li> <li>• 12/15 Schorr Webinar: Conducting Investigative Interviews</li> <li>• 12/15 TCU's and SANE Programs-cancelled by Redwind due to weather.</li> <li>• 12/17 Title IX Training 12-1PM</li> </ul>  |
| Student Intervention and<br>Contacts      | <p>Ongoing: Virtual, phone, contact with students regarding, advising, classes, support services, Wraparound sessions, Crisis interventions, life skills interventions.</p> <ul style="list-style-type: none"> <li>• 11 counseling/Wraparound sessions held for month of December.</li> <li>• Personal Counseling to 3 staff members</li> <li>• Responded to 200 approx. emails for assistance with students, instructors, advising questions, degree plans Contacted students in Wraparound that have not registered for Spring 2022.</li> </ul>   |
| Administrative                            | <p>On-going:</p> <ul style="list-style-type: none"> <li>• Continue to provide advising for students as they transition to Faculty for advising services. Requested that this Counselor continue to retain students under Wraparound and DSR services as advisor.</li> <li>• Provided 40 hours of quality Internship collaboration to SWE student. Student participated in Wraparounds and Individual sessions. ATR Information was signed by students allowing Intern to participate.</li> <li>• TOCC UNO Collaboration NIJ Grant: needs meeting with interim Dean of SSD January 2022 (this writer to facilitate). Also. Consultation with HR regarding stipend in the amount of 5,000.00 to Counselor and Interim Dean for Grant Services (Is this allowed?)</li> </ul> |

Chandra Claw Student Services, Office of Admissions & Records, *December 2021*

| Issue                       | Discussion  | Summary/resolution  |
|-----------------------------|---|---|
| Online Application Project  | Training sessions held for staff processing online applications | One training session was held for admissions staff. Staff who process applications participated in training sessions on how to process paper and online applications. We've discussed additional training for the SSD staff who are advising.   |
| Online Application Project  | Training manual for processing online and paper applications    | Staff started compiling a manual for training purposes. The work is still in progress.  |
| Official Transcript Request | Process   | Here's our process for issuing transcripts. Students can download the official transcript request form from the website or they can email admissions@tocc.edu to request the form. Once they submit their transcript request form, I contact Delores Felix for clearance. She determines if the student has an outstanding balance for fees, tuition or books. If he/she has a balance, we notify the student. The student contacts Delores to either make a payment plan or pay in full. Delores then provides clearance, I prepare the transcript for mailing and notify the student. The turnaround time for us is usually 1-3 days from time of submission. Most of the time, students don't have a balance and we can process immediately. One issue we have is when students procrastinate and submit a request for transcripts close to the deadline. There is not enough time for delivery and processing by the other organization/institution receiving the transcript. Sometimes students will ask for us to email official transcripts. However, we don't offer e-transcript services. We are only authorized to provide TOCC official transcripts by mail. |
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|---|---|---|
| Online Application                        | - Uploading Required documents  | The project to map the attachments from the online application to the document master is in progress. Additional document types were added to the Document Master. This allows students to submit various documents with their online application. When their application is processed, it is mapped to their document master. This reduces the number of documents that staff upload manually.   |
| Required Documents - Proof of High School | - Some students are not able to submit required documents: Proof of high school diploma or transcript<br>Proof of tribal enrollment | Students sign FERPA Consent to Release Student Information. We contact high schools or enrollment offices to obtain required documents for students. Holds are kept in place. Review and approval process to be implemented. One ongoing issue is that some transcripts have been sent to the National Archives for BIE schools. The turnaround time for processing is delayed/stopped due to COVID 19. We work with students on a case by case basis. We also have a similar issue with GED diplomas or transcripts. I am working with the Arizona State Adult Education Services to obtain GED transcripts when needed. They've also been helpful obtaining GED transcripts from other states. In most cases, we've been able to help students obtain their high school or GED transcripts. |
| FERPA                                     | - Students select not to disclose their student information but do not fill out a FERPA form.                                       | On the online application, students select not to disclose their student directory but do not submit the FERPA form. This creates a discrepancy between the online application, student information and document master. IT consultants will create a separate field that allows us to identify students who select not to disclose student information. This will make it easier to know which students still need to submit their FERPA form. This is work in progress.   |
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|--|---|--|
| National Student Clearinghouse Enrollment Report |   | The IT consultant, Joanne Klieve helped compile the NSC Fall 2021 Enrollment Report for NSC. We uploaded the Fall 2021 enrollment file. We received an error report back with mainly one issue related to expected graduation dates. Joanne helped update the missing or outdated expected graduation dates. We resubmitted the enrollment report and are waiting for feedback on our latest submission. We are hoping that we can be onboard with the National Student Clearinghouse Spring semester.   |
| Error or Warning Messages                        | Students occasionally get error or warning messages when they attempt to register online. | Morningstar and I identified some issues with the advising trees for the IT Consultant, Joanne Klieve. We met to discuss the warning/error messages students receive when they attempt to register. This seems to mainly occur with math courses. Morningstar and I spent time reviewing the settings for prerequisites and advising trees. We were able to resolve issues for a few students. We will also notify Joanne as students get warning messages when prerequisites are not met or when a course does not meet requirements for their program of study. When students get the warning or error messages, they are not able to register online. They will need to contact an advisor for help with course selection and the registration staff to obtain assistance with manual registration. |
| Spring Registration                              |   | Spring 2022 registration opened on October 26th. There are 506 students registered for Spring Semester (400 TOCC/PHX students and 106 SCAS students). The FTE is 382.67 overall. (4592/12)   |
| Data Entry Clerk                                 |   | Position has not been filled. I will work with the Interim Dean of Student Services and HR to hopefully fill the position in January or February. Avis, Tashina and I are processing the online and paper applications. Gloria has been assigned to process admissions and registration for the Dual Enrollment students. We've split up the scanning and uploading of remaining documents that was not completed (1 ½ file boxes). We should be done by the end of January with this task.  |

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

Key Issues/Items addressed in **December 2021**

| <b>Issues/Items</b>                       | <b>Discussion/Situation</b> | <b>Summary/Resolution</b>   |
|---|-----------------------------|---|
| Workforce and Community Development (WCD) | Activities                  | The Solar Installer Certificate curriculum is in the final review by the Dean of Sustainability and Anselmo Ramon. It will be sent to the Curriculum Committee in January 2022.   |
|   | Tohono Kosin                | The job announcement for the Restaurant Manager/Instructor and the Culinary Arts Instructor are now posted on the website. We are waiting for applicants for the position.  |
| Meeting with BUSD                         | Dual Enrollment             | I attended the meeting with the BUSD superintendent, Dr. Bonn, to discuss the dual enrollment offerings during the spring semester. We agreed that writing and math classes will be offered online to the BSUD students during High school time periods. In that way, the school district will provide support to the dual enrollment students. |
| ANA Grant                                 | GIS projects                | The GIS team had a meeting to discuss potential projects to develop for the Districts and Nation's Departments. Projects relating to flooding, natural resources, and emergency management are considered to be the most viable to demonstrate the GIS techniques.  |
| NIFA                                      | New LGOS director           | The new director of the Land Grant Office of Sustainability, Dr. Juan Cervantes, and I started working on the Equity Grant Project Development. The new 4-year cycle of the NIFA grants will start in September 2022 and the request for the Equity Grant is already posted.  |
| IT Department                             | IT technician training      | The IT department has a new technician and he is in the process of being trained to support the IT needs of the college for the spring and following semesters.   |
|   | IT Department meetings      | The IT team had some meetings to discuss the projects that we have at this point for the spring semester. We started a priority list that will be shared with the administration to address the urgent needs of the college. We are also working on creating a staff survey to learn more about their IT needs.                                 |

Board of Trustees Report  
 Anselmo Ramon, M.Ed.  
 Chair of Academic Program in Workforce & Community Development  
*December 2021 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 the Office Manager, Justine Romero.   | <p>The WCD department has been working along with the Dean of Sustainability to develop a certificate in solar panel Installer program level I at TOCC. The following have been researched and reviewed and now in place</p> <ul style="list-style-type: none"> <li>• New course request completed and under review</li> <li>• Requires 38 college credits</li> <li>• Review of required equipment and textbooks to use as the 'texts' that will be used in the program</li> <li>• Job Description has been drafted and under review for the Solar Instructor Position.</li> </ul> | <p>The office of sustainability and WCD have submitted the Solar Instructor Job Description for HR review</p> <p>Target date to complete the curriculum review process will be Jan/March 2022.</p>   |
| Culinary Arts Program | TOCC Administration, Dean of Sustainability will work on updating the current IGA with BUSD Superintendent Dr. Bonn.  | The office of sustainability and WCD have submitted two positions to HR for review, a Culinary Arts Instructor and A Restaurant Manager for the Tohono Kosin. The job descriptions will also be shared with Dr. Bonn at BUSD for review. Applicants are currently under review   | BUSD, TOCC office of Sustainability and WCD will continue to communicate on the Culinary Arts Program and any new developments that arise for reopening services associated with the Culinary Arts Program   |
| GED                   | The GED program has moved to in person classes along with the zoom feature. Meetings have been held to work on the transition to online to in person/virtual classes. The GED classes will take place at Wisag Kos, GED classroom. This room has been equipped with a Smart Board. (30) New computers will be ordered for the classroom. These computers will be used to reinforce academic skills and pre and post testing as it related to the GED exam. Computers will also be | <p>The GED program has focused upon a 12-month program of services and has provided a new timeline for all students who are successfully enrolled in the GED program to complete within one year or less.</p> <p>GED Instructors have identified students who have been identified for Math tutoring services.</p> <p>To assist in meeting the demand for GED services the</p>   | <p>The GED online learning format is making progress with students who use the zoom feature with the GED instructor.</p> <p>GED instructors have been contacting GED students who initially signed up during the fall 2020 semester and the spring 2021 semester. If a student is not able to be contacted, we will continue onto the next person on our list.</p> |

|  |  |  |   |
|--|--|--|---|
|  | <p>available for Computer literacy training, job search and writing assignments just to name a few.</p> <p>The EdReady diagnostic exam has been a valuable resource to our GED instructors and our math tutor. The Ed Ready establishes a baseline of education level that will help GED instructors to view areas a student may have difficulty on. The data and the Ed ready diagnostic will help a student know where to begin and help them move further along in the education process to assist in passing the GED exam.</p> | <p>WCD/GED program has established the following options.</p> <p>Online Zoom GED classes</p> <p>Independent Study Option using a free MyGED account with GED program support.</p> <p>The Community College Pathway is another option for GED students and the public. This opportunity is open to anyone 16 years and older. An article for the last issue of “The Runner” was submitted that outlined the CCP program. This information was also sent out to all current GED students</p> <p>The updated Pre-College GED page includes in GED success stories and independent study application link &amp; resources. The resource has been beneficial to the community as parents have been using the resource list as a online skills and tutoring session.</p> | <p>The demand is always high for GED services; To meet the demand and help those who would like to continue the GED program has added the “Independent Study” in the fall of 2021 this will give them the opportunity to ‘self-realize’ a responsibility that a GED program of study can be done independently with the support of the TOCC pre-college GED program and resources. As of the end of December 2021 (31) Students have applied and the newest enrollees are at the testing stage of the application process.</p> <p>The GED program has been working with Library Director Ofelia, “Liz”, Zepeda to get books out to the Nation’s community.</p> <p>Working with the Chief of Operations Mr. Jay Juan and his staff, A shipment of “slightly used” office chairs and some tables were delivered to the Hicikwan District. This also included hand sanitizers and reading books for all ages.</p> <p>Hand sanitizers have been sent to the Anegam, Schuk Du-ag and the Vamori community. WCD will continue to reach out to the community and send them free hand sanitizers and books.</p> |
| Tohono O’odham Computer Literacy Grant |  | <p><i>Application by Tohono O’odham Community College to the National Telecommunications and Information Administration’s Connecting Minority Communities Pilot Program</i></p>  | <p>Consulting with the Himdag Committee the O’odham name of the grant has been titled: Hewel Wepegi Macidag kc, wog = “Learning the Internet Road”</p>  |





**Ñia, Oya G-T-Taccui 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: January 3, 2022  
 SUBJECT: Student Life Staff **January 2022** Board Reports

**Sylvia Hendricks- Director of Student Life**  
*Key Issues/Items addressed in December 2021*

| 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"> <li>• December was another short month for me with the Christmas holidays/break and a travel scheduled with BUSD as a board representative to attend the Annual School Board Conference.</li> <li>• I've attended all Leadership meetings with other team members held now every two weeks on Monday mornings at 9 am. Participating in discussions and planning on a number of items presented by President Robertson and provided updates on Security, Athletics, the Food Program and the Residence.</li> <li>• Attended the weekly O'odham Niok Sessions with other staff members on Mondays at 8:30 am during the month of December.</li> <li>• I continue setting up and attending Himdag Committee meetings on zoom and face to face when we can all get together. The committee continues to work on a number of items from cultural activities and planning events on behalf of the college. Most recent event preparation is planning the Cleansing and Welcome Blessing the the upcoming 2022 Spring Session.</li> <li>• At the beginning of December we are required to work 4 days a week onsite. I work onsite all week with the exception of Tuesday I work at home.</li> <li>• The following are additional events/meeting I attended and conducted during the month of December: (most of the meetings held virtually)               <ul style="list-style-type: none"> <li>○ TOCC Board of Trustees Meeting</li> <li>○ TOCC All Staff Meeting</li> <li>○ NAHM Debrief Session 12/6/2021</li> <li>○ Title IX Training- 12/8/2021</li> <li>○ Baboquivari District Presentation- 12/11/2021</li> <li>○ Administrative Assistance Interviews- 12/3/2021</li> <li>○ Meeting w/Lead Cook- 12/23/2021</li> </ul> </li> </ul> <p>I'd like to highlight a few events &amp; meetings conducted and or attended for your information:</p> |

|  |   |
|--|---|
|  | <p>➤ With the recent focus on getting more student onsite for the upcoming 2022 Spring Session I continue working with the Food Program, Residence, Security and the Athletic Program on this initiative and working out the details on recruitment, changes to some of the protocols, physical changes and upgrades. I also met with each area before the break for updates on projects and preparations for the upcoming 2022 Spring Semester in particularly the Food and Resident Programs.</p>                                       |
| Food Program Information                         | <p>The renovation of the I-We:mta Ki: Kitchen to enlarge it for the upcoming Spring Semester began at the beginning of this month with an estimated completion ETA the end of January. Kitchen will be using the Gewkdag Son Ki: kitchen in the meantime to provide meals and snacks for students and staff.</p> <p>The Assistant Cook position has been posted and interviews will be conducted the first week in January and we hope the Assistant Cook will be on board to assist and train for the upcoming 2022 Spring Semester.</p> |
| Community relations and outside college contacts | <p>Collaboration with other entities have all been done virtually due to the ongoing Pandemic situation in Arizona and the nation.</p>  |

### **Gabriel Valencia- Residence Life Coordinator**

#### ***Key Issues/Items addressed in December 2021***

| <b>Issues/Items</b>                   | <b>Actions/Assessment</b>  |
|---------------------------------------|--|
| Current Residents                     | <ul style="list-style-type: none"> <li>- Currently there are no student residents at this time.</li> <li>- Housing applications are being received</li> <li>- Currently have 4 applicants for Spring 2022</li> <li>- 2 Applicants for Summer 2022</li> <li>- Spring move in date: January 17, 2022</li> </ul>  |
| Preparation of physical structures    | <ul style="list-style-type: none"> <li>- Kitchen counter in B100 has been ordered, needs to be picked up and installed.</li> <li>- New air filters to be installed</li> <li>- New beds installed</li> <li>- New dressers to be installed in January</li> <li>- New blinds for all living rooms</li> <li>- New shower curtains and mattress covers</li> </ul> |
| College re-opening planning committee | <ul style="list-style-type: none"> <li>- Residence Life Coordinator has attended virtual and in person meetings with TOCC colleagues in order to plan for the re-opening of TOCC campus</li> </ul>   |
| Leadership Meetings                   | <ul style="list-style-type: none"> <li>- Residence Life Coordinator has attended leadership meetings as well as TOCC all staff meetings, both virtually</li> </ul>   |
| Website's "Student Housing" update    | <ul style="list-style-type: none"> <li>- Updates have been made to the Student Housing page online to reflect contact info changes.</li> <li>- Online application and online Roommate questionnaire are available on our housing webpage</li> </ul>  |

|                         |  |
|-------------------------|--|
| Open Dorm Advertisement | <ul style="list-style-type: none"> <li>- A radio advertisement focused on TOCC dorms is currently airing on KOHN</li> <li>- Residence Coordinator also did an interview on TOCC radio (KOHN) and should be airing</li> <li>- Flyers have been posted throughout the Sells community.</li> <li>- School wide emails containing an application guides has been sent to all TOCC students.</li> <li>- Residence coordinator is reaching out to various districts to send dorm information.</li> </ul> |
| Dorm Cleaning           | <ul style="list-style-type: none"> <li>- Scheduled for January 13-16 as needed</li> <li>- Solid Waste removal scheduled for January 11</li> </ul>  |
| FHLC Meetings           | <ul style="list-style-type: none"> <li>- Preparation planning for Future Health leaders Camp in Summer '22 has begun</li> </ul>  |

### **Michael Steward- Athletic Head Coach**

#### ***Key Issues/Items addressed in December 2021***

| <b>Issues/Items</b>        | <b>Actions/Assessment</b>   |
|----------------------------|---|
| Working status             | <ul style="list-style-type: none"> <li>a) During the month of December, the Athletic Department has continued working partially remotely through this pandemic.</li> </ul>  |
| Coaching and Recruiting    | <ul style="list-style-type: none"> <li>a) Continued recruiting runners for 2022-23</li> <li>b) Visited schools up north to talk about TOCC Cross Country Program.</li> </ul>  |
| Scheduling                 |   |
| Academics                  | <ul style="list-style-type: none"> <li>a) We have been in touch with all of our student athletes regarding their spring semester registration.</li> <li>b) Have been in contact with student athletes regarding their grades.</li> </ul>  |
| Administration             | <ul style="list-style-type: none"> <li>a) Participated in NJCAA EDI Committee.</li> <li>b) Participated in the NJCAA D2 Basketball Committee meetings.</li> <li>c) Continued work on the 5-year Plan for Athletics.</li> <li>d) Participated in walk through of Apedag Ki: with Facilities Manager.</li> </ul>  |
| Health and Wellness        | <ul style="list-style-type: none"> <li>a) Have remained in communication with AZ Health to discuss next steps to install flooring.</li> <li>b) We have continued meeting weekly as a staff to discuss the rollout of the Wellness Program.</li> <li>c) Have reached out to potential guest speakers for the wellness program.</li> <li>d) Completed our 15<sup>th</sup> month of the Wellness Programming and have begun planning programming for January.</li> </ul> |
| Budget/Fundraising         | <ul style="list-style-type: none"> <li>a) We have gotten current on Jenzabar.</li> </ul>  |
| Outreach/Community Service |   |

## Valentine Lee- Lead Security

### *Key Issues/Items addressed in December 2021*

| Issues/Items              | Actions/Assessment   |
|---------------------------|--|
| Student Issue/Disciplines | We had zero reports for the month of December 2021.  |
| Temperature Check Station | <p>A new check in machine has been added to the check in process and is making the process much easier and we are cutting back on the use of paper.</p> <p>The Security Staff continues to provide Rapid Binax COVID Test to the college staff employees</p> <p>Security is also still having to test vendors who come in that are not vaccinated or do not have their proof of vaccination.</p> |
| Security Staff            | <p>Security Staff worked over the winter break on a modified schedule, no incidents were reported over the break.</p> <p>Lately when Security checks on Wişag Koş Maşcamakud there has been doors left unlocked or the alarm not set.</p>  |

TOCC Board of Trustees Regular Meeting

January 13, 2022

**ADDENDUMS & ADDED AGENDA ITEMS**

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

Enrollment Report Overview: Spring 2022

O’odham Niok Program Report

Request to Tohono O’odham Nation for FY 2023-2027

Change of Financial Aid Policy in Student Handbook



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**TOHONO O'ODHAM COMMUNITY COLLEGE**

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**TO:** BOARD OF TRUSTEES  
**THRU:** PAUL ROBERTSON, PRESIDENT  
**FROM:** STACY D. OWSLEY, HUMAN RESOURCES DIRECTOR  
**SUBJECT:** **AGENDA ITEM— JANUARY 2022 RESOURCE LIST ADDENDUM**  
**DATE:** 1/03/2022  
**CC:** FILE

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Background

The following employee is recommended to the Board's consideration for hire.

Recommendation

The President recommends the approval of the employee for hire for the Tohono O'odham Community College.

**RESOURCE LIST ADDENDUM**  
**January 2022**

New Hire:

| Name          | Position  | Date       |
|---------------|---|------------|
| Celia Andrews | Administrative Assistant – Student Services/ Student Life   | 01/07/2022 |
|               | <p>Ms. Celia Andrews was a Receptionist for Tohono O'odham Nation Solid Waste Management Program for six months, Senior Services Program for one year and three months. She was an Office Specialist for the Tohono O'odham Nation Department of Information Technology for seven months. Ms. Andrews was a Detention Officer for the Tohono O'odham Judicial Branch for two years and three months. In August of 2019, she was Certified as a Corrections Officer at the Federal Law Enforcement Training Center in Artesia, New Mexico.</p> <p>Ms. Andrews received her High School Diploma from Baboquivari High School.</p> |            |

| Site                | Enrollment | Hours | FTE @ 12 Hours |
|---------------------|------------|-------|----------------|
| S-k:kig Maşcama Ki: | 99         | 919   | 77             |
| San Carlos          | 169        | 1492  | 124            |
| TOCC                | 427        | 3941  | 328            |
| Total               | 695        | 6352  | 695            |

as of 9:20 am or so on 1/14/21

**O'odham Ñi'ok Program Report**  
**Project Goals and Accomplishments**

**1. Resource Development:**

The identification of O'odham language resources and materials in different Archives, Museums, and holdings of individual researchers has been ongoing. A plan for collecting, storing, archiving, and creating materials has been developed and conversations with entities maintaining O'odham specific content has been initiated to support local access through the O'odham Language Center. We have partnered with the Tohono O'odham Community College library and have digitized the O'odham reader series with plans to add audio recordings. The readers will be available for schools and the public to use for language learning purposes. We also have plans to reproduce an obsolete two-disc CD ROM containing hundreds of O'odham language lessons and exercises and make them available online for the schools and community. An oral history project to record and videotape elders from the 11 districts of the Tohono O'odham Nation is underway and the project will provide additional O'odham language resources and materials. We have partnered with the Arizona State Museum and the Association of Tribal Archives, Libraries, and Museums to provide assistance with the Doris Duke Oral History Project to translate and transcribe the collection and to prepare the collection to be available for public use unless otherwise restricted. The recordings from the collection will also be held in the Language Center.

**2. Language Documentation:**

The American Indian Language Development Institute (AILDI) at the University of Arizona has been identified as an organization that will provide training in best practices for recording, documenting and archiving as well as training in immersion techniques. We have been in discussions with AILDI on possible courses that would benefit the language center for the 2022 summer session and also for potential workshop topics that can be held throughout the year. We have identified the Mukurtu program as a digital access platform for managing and curating cultural heritage materials and we have also identified the Miromaa program as a language software platform that will fit our needs for language documentation. We are collaborating with the Arizona State Museum on the Doris Duke Oral History Project and assisting to translate and transcribe the O'odham recordings in the collection. The process has identified best practices in transcription work and training in the use of the Mukurtu program. The Language Center is hosting a transcription training for the Community Curation Team working on the Doris Duke Project and for interested individuals from the Himdag Ki: and other community members interested in learning about transcription work. We have partnered with the TOCC library and they will provide archival support and data management of language materials and resources. Work on an online dictionary with the Tohono O'odham Nation is continuing and discussions with the Salt River O'odham Piipaash Language Program on their developing dictionaries training program is ongoing. The Oral History Project with elders of the Tohono O'odham Nation is underway with plans to obtain oral histories from all eleven districts of the Tohono O'odham Nation including the O'odham in Mexico. Language identification and documentation of traditional food resources with the STEM program at Tohono O'odham Community College is in development and The Tohono O'odham Cultural Center and Museum has requested assistance in translating and transcribing audio recordings in their archives holdings.

### **3. Language Revitalization:**

Developed a five-year plan for administering community-based language immersion programs geared toward toddler to adult language learning such as language nests and master-apprentice programs. Applied for a five-year grant to fund the proposed language immersion programs and although the proposal was not funded, we were encouraged to apply again with suggested revisions. Partnered with the local school district to support their recent language and culture proposal to provide a language teacher for each pre-K to 12th grade level. We have been in discussions with administrators of the Early Childhood program on the opportunity of initiating a language nest program for enrolled participants. Preparing for training in how to administer the Master Apprentice program. Researched the process for the development of a language learning app to serve as a tool for children, youth, and adults to learn and practice using the O'odham language.

### **4. Development of Protocols:**

Protocols on material sharing and secure access and use of the existing and future documentation housed in the OLC and the integration of other projects is currently in progress. A Data Management plan for the OLC has been developed. A system for community members, tribal programs and non-tribal entities for access to transcription and translation services has been created. We are in collaboration with the Tohono O'odham Nation Cultural Center and Museum and the Venito Garcia Library to develop a tribal oral history advisory board to discuss and create guidelines on how to conduct oral histories in a practical and effective manner. We are also in partnership with members of the Tohono O'odham Nation Cultural Affairs Office to develop a community curation team that will assist the OLC in examining the cultural appropriateness of recordings and materials and to determine if any recordings or materials should be restricted or partially restricted before public access is granted.

### **5. Capacity Building:**

Developed a five-year training plan centered around trainings in immersion techniques, digital technology, language documentation and archiving, language acquisition and transcription and translation services. Confirmed a partnership with the American Indian Language Development Institute to administer language documentation and revitalization courses and trainings. Providing support for continuing education for participants who have received their O'odham Language Teacher Certification. Drafted a marketing plan for existing educators, community-based language programs, and others who may wish to participate in the provided courses and trainings. The Tohono O'odham Nation passed a resolution supporting the language center and has appropriated 300,000 a year for 3 years with an invitation to request for more funds after the 3rd year. The Tohono O'odham Nation has also funded startup costs to the local school district for a language and culture program that will provide language teachers in each Pre-K to 12th grade level and a program director to implement the program. The OLC will provide support to the Indian Oasis/Baboquivari Unified School District on their efforts toward language reclamation. The Language Center is planning to work with the districts of the Tohono O'odham Nation to encourage setting up satellite language centers in each individual district beginning with at least three regional language centers across the Tohono O'odham Nation.



## **6. Network and Outreach:**

Continue to build and strengthen relationships with existing programs and entities that are working towards language reclamation and also continue to promote language services within the community. Network has been established with the American Indian Higher Education Consortium and their Language Revitalization Initiative Program. The program provides support in technology and digital media resources as well as support in developing a long-term language revitalization strategy along with an action plan to expand institutional capacities in the area of language teaching and revitalization. The American Indian Language Development Institute at the University of Arizona has also partnered with us to offer their expertise on immersion strategies and other forms of language revitalization and documentation. The O'odham Language Center has also been in discussions with the Salt River O'odham Piipaash Language Program and discussing possible collaboration on future language projects. A partnership has also been developed with the Mr. Robert Cruz, a member of the Tohono O'odham Nation who is a doctoral candidate at the University of Albuquerque working on the revitalization of the O'odham language. Mr. Cruz has a vast knowledge of the O'odham language and has compiled language resources from different archives and museums that he is willing to share with the O'odham Language Center. A language survey was distributed to the community with questions on language fluency, language attitudes, and response on possible language resources to be provided by the language center. The Indian Oasis/Baboquivari School District (IOBSD) recently received funds to implement an enhanced language and culture program. We have met with administrators of the school district to discuss possible collaboration to support the new language and culture program. Tohono O'odham Community College is a member of the American Indian Higher Education Consortium (AIHEC) which is developing a National Tribal Colleges and Universities Center of Excellence on Native Languages. The center will provide support and training to Tribal Colleges and Universities on their language programs and efforts toward language reclamation. AIHEC has been offering several workshops on language learning skills and strategies. Ronald Geronimo, Co-Director of the OLC has been invited to serve on a Native Language Advisory Group for the development of the Center of Excellence on Native Languages.

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**TOHONO O'ODHAM COMMUNITY COLLEGE**

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**TO: BOARD OF TRUSTEES**

**THRU: ADMINISTRATION**

**FROM: PAUL ROBERTSON, PRESIDENT**

**SUBJECT: REQUEST TO TOHONO O'ODHAM NATION FOR FY 2023-2027**

**DATE: JANUARY 12, 2022**

**CC: EVAN THOMAS, SPECIAL ASSISTANT TO THE PRESIDENT**

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Background: Every five years the TOCC requests support from the Tohono O'odham Nation for operational funding. The attached document is proposed as the vehicle to use to make the request to the Nation including of course the various Districts and the Executive office and the Human Resource Development Committee.

When the document is submitted to the various entities it will be accompanied by a short cover letter tailored to the District Chairs, Committee heads, and so on.

Justification: TOCC continues to need support from the Nation to carry out its mission and vision,

Action Requested: Request Board approval

Recommendation: President recommends approval.

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**1. Tohono O'odham Community College (TOCC) requests a five-year allocation from the Tohono O'odham Nation for the period FY 2023-2027.**

TOCC respectfully requests \$25,480,224 - \$5,096,045 per annum - for the period FY 2023 - 2027. That is five percent higher than the amount allocated for FY 2018-2022. This document explains the continuing need for support, describes significant accomplishments of the TOCC during the past five years, and outlines the College's plans for the next five.

**2. Background: History of Tohono O'odham Nation Support for TOCC**

Tohono O'odham Community College (TOCC) was chartered by the Tohono O'odham Nation in 1998 and achieved a "stand-alone" fully accredited status as a two-year tribal college in 2005. TOCC's vision calls upon it to "become the Nation's center for higher education." Its mission charges it with "enhancing the Tohono O'odham Hímdag through provision of quality education."

During its relatively short existence as one of the younger of 36 tribal colleges, TOCC has been true to its mission and vision. Since its inception the College has expanded its courses and programs, developed O'odham language and cultural offerings, moved toward indigenizing its practices, and served an increasing number of students, the majority of whom work on the Nation once they leave the College. TOCC continues to pursue strategies of continuous improvement and it is fully accredited by the Higher Learning Commission, a marker that testifies to TOCC's quality programs and its ability to deliver them effectively.

TOCC's success is due in large part to the critical financial support that the Tohono O'odham Nation provides. That support provisions TOCC with the resources needed to grow its programs, expand its enrollment, and employ the highly qualified staff and faculty it needs to develop and deliver curriculum and to support a growing student body.

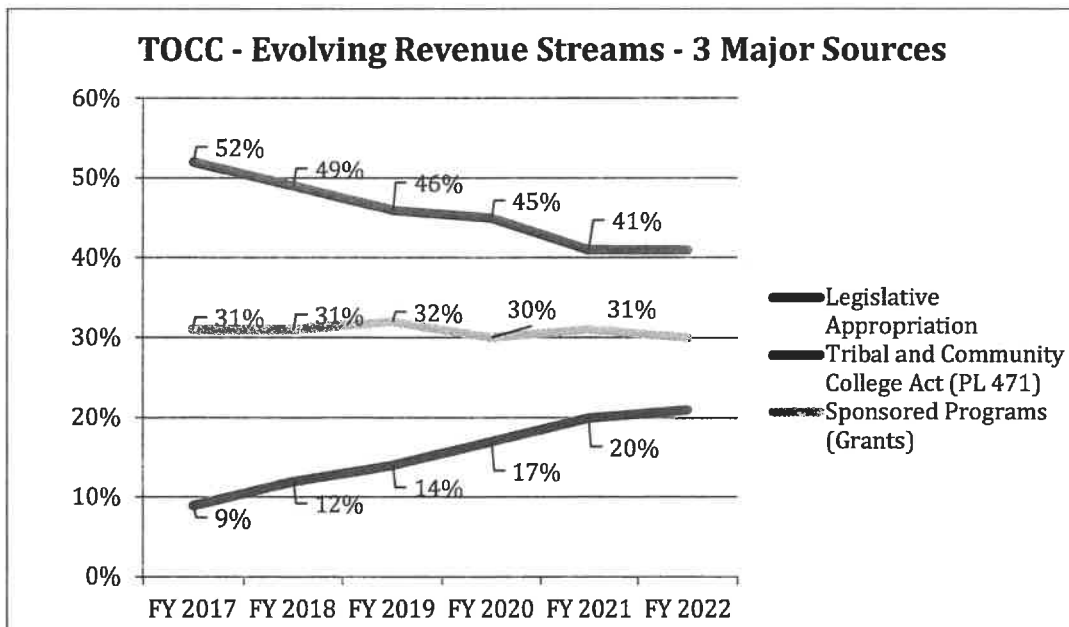
Because TOCC is a tribal college, the revenue streams from states and high tuition fees charged to students are not an option. Instead, TOCC relies primarily on the Nation and on U.S. government grants for support. The Nation has provided substantial resources to the College since its inception.

The five-year allocation from the Nation to TOCC for FY 2013-2017 was \$22,060,800. For FY 2018-2022, that amount increased by 10 percent to \$24,266,880. For FY 2023-2027, TOCC is requesting a 5% increase to \$25,480,224, or \$5,096,045 per annum.

Though the total support to the TOCC from the Nation increased over time, the percentage of that support to the College's overall budget declined. Nation allocations accounted for 80% of TOCC operating funds in FY 2003. That percentage dropped steadily over the years to 53% in FY 2017 to a low of 41% in FY 2022. That drop of 9% below the 50% target – the generally understood benchmark – is an indicator of the growing support TOCC is receiving from other sources.

The top three revenue sources for TOCC are the legislative appropriation from the Nation, the Tribally Controlled Colleges and Universities Act (PL 95-471), and federal grants. PL 95-471 is channeled through the Bureau of Indian Education (BIE) and the amount is tied to Native student enrollment. Federal grants, including those due to the College as a 1994 land grant institution, plus mandated funds from the Department of Education under Title III, along with National Science Foundation grants are the primary federal sources.

The chart below illustrates the changing percentages of the three sources to the College's revenue over the past five years. Note that in 2017, the Nation's contribution was 52% while the other two sources combined accounted for 40%. Over the five years since, the allocation from the Nation remained the same, but the overall percentage of that critical funding to the College declined from 52% to 41% or eleven percent. During the same period the PL 95-471 share increased by eleven percent because of the increase in Native student enrollment. Grants, or sponsored programs remained unchanged.



[PR1]



While the growing support from other sources of revenue is, the legislative appropriation from the Nation continues to be essential to TOCC's success. Nation funds underpin educational programs and student services. Those funds make it possible for the College to use most Title III funds from the Department of Education for construction projects like the recently completed 3.4-million-dollar Arts and Science building at the S-cuk Du'ag Mašcamakud. In the absence of Nation funds, resources like those would be needed to support basic operations and the potential for the College to grow and develop would be much reduced.

TOCC has been a good steward of Nation funds and of all its revenues. TOCC's annual audits attest to careful management of resources. TOCC continues to be a "low risk auditee." There were no findings nor material weaknesses cited over the period FY 2011 – FY 2021.

### **3. TOCC 2016-2021: A Period of Rapid Growth in Enrollment, Facilities, Programs, and Capacity to Serve Students during the Pandemic.**

#### **A. Growing Enrollment**

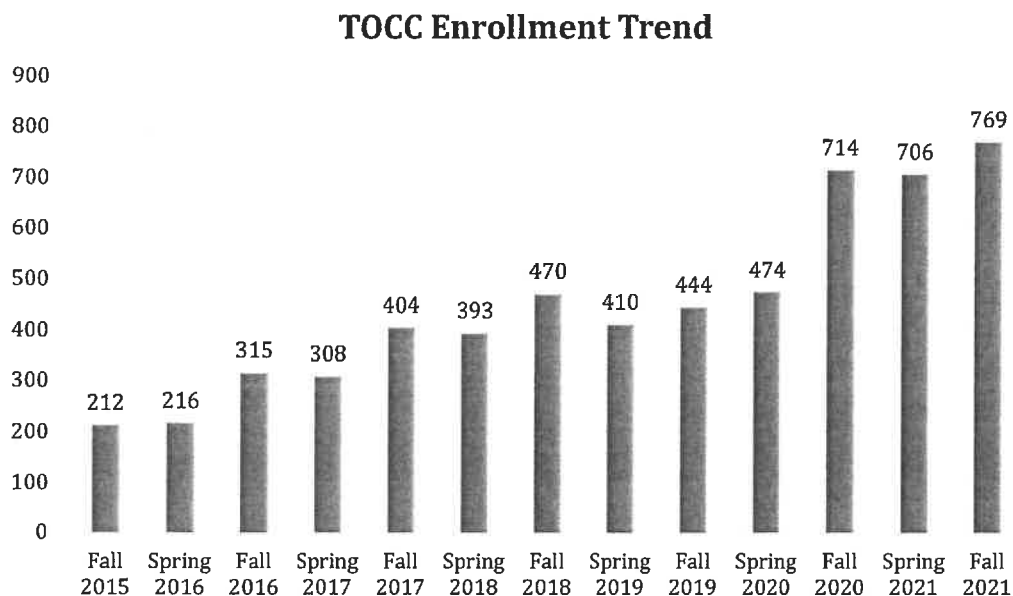
During the past five years TOCC experienced rapid growth and weathered significant challenges including the onset of the pandemic in the spring of 2020. TOCC enrolled 474 students in spring semester 2020, nearly reaching its five-year goal of 500 students by 2022. In March 2020, TOCC stopped providing face-to-face classes and went 100% online.

TOCC set a goal of maintaining strong enrollment despite the pandemic and began offering free tuition for Native students in summer session 2020 and continues to offer that incentive. While many other colleges and universities experienced significant drops in enrollment as the pandemic developed, TOCC's enrollment surged to over 700 in fall 2020 and that level has been maintained to date.

TOCC's student numbers increased by 48% in fall semester 2016, adding 99 students over the previous semester. Full-time equivalency increased by 46% during the same period. Tohono O'odham student numbers increased by 54% and "other natives" attending rose from 23 to 51. Non-native numbers declined slightly from 38 students to 31. A trend of small gains in enrollment continued thereafter. TOCC recorded 470 students in Fall 2018, closing in on its goal of 500 students by 2022.

That goal was eclipsed during the pandemic. A combination of 100% online course delivery and free tuition for Native students drove enrollment to a high of 769 students in

fall semester 2021. The "TOCC Enrollment Trend" chart illustrates that rapid growth and a leveling off between fall 2020 and fall 2021.



## B. Physical Facilities and Infrastructure

Important additions to TOCC's physical infrastructure over the past five years provide needed support for students, staff, and faculty. Together, they form the nucleus for an attractive and functional campus. State of the art cyberinfrastructure, large classrooms, conference rooms, and quiet study areas in a beautiful desert environment provide a space for students to engage in a rich and fulfilling college experience. While that potential is on hold while the pandemic rages, plans are underway to get back to a meaningful percentage of in-person, face-to-face classes, and gatherings. Changes to the campus over the past five years are pretty impressive for a small rural tribal college.

- Ha-Maşcamdam Ha-Ki: (faculty office building) at S-cuk Du'ag Maşcamakuḍ with space for 15 full-time faculty and Academic Dean completed in 2016.
- Two-story garage to support food production from the oidag at Wişag Koş Maşcamakuḍ completed in 2017.
- TOCC's library was expanded to several times the size of the previous library through major reconstruction of existing facilities at I-We:mta Ki: building at S-

cuk Du'ag Maščamakuđ, creating an attractive space for tutoring, study, and computer use in 2018.

- Patio building: A 1,200 square foot structure adjacent I-We:mta Ki: at S-cuk Du'ag Maščamakuđ was constructed for student and community use by TOCC's LLC and apprentices at in 2019.
- Amphitheater: Huhu'u Weco (Under the Stars) was built by TOCC's LLC and apprentices in 2019. It is situated near the center of S-cuk Du'ag Maščamakuđ and used for outdoor meetings and gatherings.
- Arts and Sciences: a 12,000 square foot building at S-cuk Du'ag Maščamakuđ includes a science lab, an art lab, five large classrooms, a conference room, and office space for TOCC administration and finance. It was completed and occupied in December 2021.
- Apedag Ki:, a 5,500 square foot Wellness Center at S-cuk Du'ag Maščamakuđ built by TOCC's LLC and apprentices is scheduled to be open for students and community use in early 2022.
- O'odham Language Center: an adobe building of 6,500 square feet is projected to be complete by the third quarter of 2023. Sealed bids have been solicited. The public bid opening of bids is scheduled for February 15, 2022.
- Stronger cyberinfrastructure: TOCC's broadband is three times faster than it was in 2016 and it is immensely more stable due to the College's use of pro-bono and other consultants that assisted in planning and installing the needed architecture. Jenzabar, the College's Data Management System, has been embraced by IT and administration. That has helped the College move toward automation and away from inefficiencies. Though much more needs to be done, especially in this period of online course delivery and virtual conferencing, important changes have yielded good results including the advent of an online application system. In sum, the student experience, which is primarily virtual, has been positively supported by changes to the cyberinfrastructure,

### C. Additional Certificate and Degree Programs

Over the past five years seven new Associate of Arts degrees and three Certificates were developed and approved by the Higher Learning Commission:

- Associate of Arts in Tohono O'odham Studies approved in 2019.
- Associate of Arts in Computer Information Systems approved in 2019.
- Associate of Applied Science in Computer Information Systems approved in 2019.

- Associate of Arts in Life Science (for health majors – public health and pre-nursing) approved in 2019.
- Certificates in Culinary Arts approved in 2020.
- Associate of Arts in Physical Science approved in 2020.
- “Certificate I” in Early Childhood Education (Dual enrollment certificate) approved in 2020.
- “Certificate II” in Early Childhood Education (CDA option) approved in 2020
- Associate of Arts in Physical Science approved in 2020.
- Associate of Arts in Geographic Information Science approved in January 2022.

### 3. Planning in the Time of Coronavirus: 2021-2026: 5 Strategic Goals

The five strategic goals adopted by the Board of Trustees in September 2021 align with the College's vision to become “the Tohono O'odham Nation's center for higher education,” and its mission to “enhance the unique Tohono O'odham Himdag by strengthening individuals, families, and communities through holistic, quality higher education services.” Planning during a time when the future is clouded by the pandemic, global warming, and divisiveness within the country overall is difficult but is perhaps more important than ever. Despite the pandemic, TOCC is succeeding in providing students with a solid educational foundation in a challenging environment. The new strategic plan emphasizes service to students and the community. Support from the Nation is needed in order to achieve the goals of the College's new plan. A summary of each of the five goals follows. The full plan is attached to this report.

#### A. Strengthen the Himdag

Support the reclamation of O'odham language and culture. Assist the O'odham Language Center in its mission of reclaiming O'odham language and establishing O'odham language immersion centers on the Tohono O'odham Nation.

#### B. Enhance Access, Reach, and Community

Make TOCC more accessible to students and the community. Develop a face-to-face community of 200 or more students at S-cuk Du'ag Maşcamakuḍ, to include 60 or more full-time O'odham students living in dorms at that campus. Retain and strengthen TOCC's online course delivery platform to include

providing complete AA degrees online. Maintain an overall enrollment of 500 to 900 students.

**C. Establish Curricular Pathways**

Provide additional degrees and certificates that will serve the needs of the Tohono O'odham Nation. Develop and deliver bachelor's degrees in Tohono O'odham Studies and Life Science.

**D. Model Sustainability through TEK and Best Practices**

Model sustainability by addressing the challenges of the global climate crisis through the application of Traditional Ecological Knowledge (TEK) and scientific best practices. Ensure that the TOCC oidag and gardens survive and produce to capacity in the face of global heating. Link production to the operation of the Tohono Kosin in Tohono Plaza which will provide low-cost healthy food for the public and will serve to provide students certificates in Culinary Arts.

**E. Promote Excellence**

Promote excellence by engaging students in learning experiences that support and challenge them to change themselves and the world. Employ strategies to indigenize the curriculum, to engage students in critical exercises that provide them the tools to critically assess and to challenge the status quo. Use Key Performance Indicators, Assessment of Student Learning, and other data along with knowledge management to evaluate and adjust educational practices at the College.

**4. Summary: Critical Role of the Nation's allocation to TOCC for FY 2023-2027**

TOCC needs continued support from the Nation for FY 2023-2027 to continue to provide quality services to students and to develop new initiatives that will support student success and the mission and vision of the College. The goals are ambitious. They can be accomplished but not without the continued strong support from the Nation. Support from the Tohono O'odham Nation for an allocation to TOCC that is five percent more than the previous allocation would help ensure that the College will achieve those goals.



TOCC's request for funding from the Tohono O'odham Nation for FY 2023-2027

Attachment:

Tohono O'odham Community College 2021-2026 Strategic Plan



## TOCC Strategic Plan 2021-2026

### Introduction

Tohono O'odham Community College (TOCC) was chartered by the Tohono O'odham Nation in 1998, accredited by the Higher Learning Commission in 2005, and is one of 37 Tribal Colleges and Universities recognized by the American Indian Higher Education Consortium (AIHEC). TOCC is an open admissions institution with an enrollment of over 700 students, 95% of whom are Native American. The majority of students are Tohono O'odham and other O'odham, with representatives from over 50 tribal nations.<sup>1</sup>

### Vision

Tohono O'odham Community College's vision is to become the Tohono O'odham Nation's center for higher education, and to enhance the Nation's participation in the local, state, national, and global communities.

### Mission

As an accredited and land grant institution, TOCC's mission is to enhance our unique Tohono O'odham Himdag by strengthening individuals, families, and communities through holistic, quality higher education services. These services will include research opportunities and programs that address academic, life, and development skills.

### T-Şo:şon (Core Values)

#### T-Wohocudadag – Our Beliefs

T-Wohocudadag provides balance, strengthens, and helps us respect ourselves, other people, and cultures.

Things in our lives (e.g., nature, people, the environment, animals) keep us in balance. Everything is here for a reason, to learn from, to care for, and to respect.

#### T-Apedag – Our Well-Being

T-Apedag includes what is healthy and good for us (physically, spiritually, emotionally and mentally) and all that is around us.

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<sup>1</sup> TOCC's strategic plan was drafted during a Board of Trustees retreat in June 2021. Trustees, administrators, and staff members reviewed retention, persistence, enrollment, and student success measures as well as data provided by administration that captured ideas from staff, faculty, and students who had completed emergency relief surveys during the COVID-19 pandemic.

How we interact with the world and our relationships influences our health. Well-being is how you give, how others give to you, and how to take care of yourself and others – (mentally, spiritually, emotionally and physically). Self-reflection provides understanding of one's place in the world, one's effect on others, and vice versa.

#### T-Pi:k Elida – Our Deepest Respect

T-Pi:k Elida is a deep sense of respect for the land, the people, and the things upon the land, yourself, and your life.

This includes valuing the people and the culture.

#### I-We:mta – Working Together

I-We:mta is crucial for the success of the college.

In years past, when someone shot a deer they shared it with the people. This was also true when planting and harvesting the fields where everyone helped one another. Providing food was not just for oneself; it included the concept of sharing, taking care of others, and giving back to the community. Tohono O'odham provided help when help was needed, particularly in times of loss and death.

# Tohono O'odham Community College

## TOCC's Strategic Initiatives – 2021- 2026

### 5 Initiatives in Brief

1. Strengthen the Himdag: **Prioritize and practice O'odham culture, language, and lifeways.**
2. Enhance Access, Reach and Community: **Serve the Tohono O'odham Nation and beyond while creating a vibrant local academic community.**
3. Establish Curricular Pathways: **Build on TOCC's strengths and on community needs to support students' academic and career interests.**
4. Model Sustainability: **Adapt to, and address the challenges posed by the changing environment.**
5. Promote Excellence: **Engage students in learning experiences that support and challenge them to change themselves and the world.**

### Initiatives and corollaries

1. Strengthen the Himdag: **Prioritize and practice O'odham culture, language, and lifeways.**
    - A. Continue work to make the campus and sites recognizably "O'odham."
    - B. Continue to develop the O'odham Language Center to serve the O'odham Nations.
    - C. Engage in Nation Building that supports TOCC's Vision and Mission.
    - D. Develop a stronger emphasis on O'odham language and culture in the everyday life of the College community.
    - E. Evaluate and support ongoing efforts to strengthen the Himdag through provision of quality education and research.
    - F. Engage with the community in wild food harvests and in other cultural events when possible.
    - G. Continue regular blessings and cleansings of all campuses and facilities.
-

**2. Enhance Access, Reach and Community: Serve the Tohono O'odham Nation and beyond while creating a vibrant local academic community.**

- A. Establish and nurture a vibrant community of student residents and commuters at S-cuk Du'ag Maşcamakuđ
- B. Enhance facilities at Wişag Koş Maşcamakuđ to better serve solar, green energy, and apprentice program initiatives.
- C. Strengthen online program delivery.
- D. Strengthen cyberinfrastructure to ensure satisfactory speed and dependability for employees, students, and community members.
- E. Establish a TOCC site at Pisinemo
- F. Support and develop S-ki:kig Maşcama Ki:
- G. Provide wellness programs for students and employees
- H. Continue work with San Carlos Apache College site toward their independent status.

**3. Establish Curricular Pathways: Build on TOCC's strengths and on community needs to support students' academic and career interests.**

- A. Provide two or more 4 Year Degrees and/or 2 + 2 opportunities.
- B. Partner with TONHC (Tohono O'odham Nation Health Care) to assist development of a health care workforce.
- C. Enroll and graduate students in the Arizona "College Credit Pathway" so they can earn a High School Equivalency diploma for 25 distributed college credits.
- D. Partner with local High Schools toward providing sufficient dual enrollment opportunities so that students can graduate from high school with an AA degree from TOCC.
- E. Develop solar and green energy Associate of Arts programs that provide gainful employment.
- F. Continue to partner with Baboquivari Unified School District toward a joint project that results in a viable Tohono Kosin Restaurant that provides the basis for OJL and other needed education so that high school and college students can earn Culinary Arts Certificates and enter the workforce.
- G. Revitalize the apprenticeship program in construction trades to include carpentry, plumbing, and electrical.

**4. Model Sustainability: Adapt to and address the challenges posed by the changing environment.**

- A. Safely reopen to a face-to-face on campus modality during the continuing COVID-19 pandemic.



- B. Ensure that the TOCC oidag and gardens survive and produce to capacity in the face of global heating.
- C. Reduce dependency on fossil fuels to cool and heat TOCC facilities.
- D. Develop full potential of the Land Grant Office for Sustainability (LGOS).
- E. Link Tohono Kosin food sources to TOCC's agriculture and wild foods initiatives.

**5. Promote Excellence: Engage students in learning experiences that support and challenge them to change themselves and the world.**

- A. Make holistic wellness experiences available to all students.
- B. Require a minimum of one course for all degree seeking students that uses a critical and action-oriented pedagogy.
- C. Continuously evaluate academic achievement data and adjust practices as indicated.
- D. Include a nation building framework in education in accord with TOCC's mission statement.
- E. Critically situate faculty and employees within the historical and social context of the Tohono O'odham Nation and indigenous peoples.

Strategic plan 2021-2016 with Key or Lead person and timeframe

| <b>1. Strengthen the Himdag: Prioritize and practice O'odham culture, language, and lifeways.</b>  |   |   |
|--|---|---|
| <b>Goals</b>   | <b>Lead Position(s)</b>                               | <b>Timeframe</b>                                      |
| A. Continue work to make the campus and sites recognizably "O'odham."  | Himdag Committee; Leadership Council                  | Ongoing   |
| B. Continue to develop the O'odham Language Center to serve the O'odham Nations.   | O'odham Language Center                               | Ongoing   |
| C. Engage in Nation Building that supports TOCC's Vision and Mission.  | President   | Ongoing   |
| D. Develop a stronger emphasis on O'odham language and culture in the everyday life of the College community.                                | O'odham Studies, Fluent speakers                      | Ongoing   |
| E. Evaluate and support ongoing efforts to strengthen the Himdag through provision of quality education and research.                        | Academic Dean   | Annual Evaluation & Reporting                         |
| F. Engage with the community in wild food harvests and in other cultural events when possible.   | Himdag Committee/Land Grant Office for Sustainability | As they occur   |
| G. Continue regular blessings and cleansings of all campuses and facilities.   | Himdag Committee/President                            | Each semester and summer sessions.                    |
| <b>2. Enhance Access, Reach and Community: Serve the Tohono O'odham Nation and beyond while creating a vibrant local academic community.</b> |   |   |
| A. Establish and nurture a vibrant community of student residents and commuters at S-cuk Du'ag Maşcamakuđ                                    | Administration: President and Deans                   | Begin in 2021 and evaluate in fall 2022               |
| B. Enhance facilities at Wişag Koş Maşcamakuđ to better serve solar, green energy, and apprentice program initiatives.                       | President, LLC, Dean for Sustainability               | Commence summer 2021 w/plan by Jan. 2022 and ongoing. |
| C. Strengthen online program delivery  | Academic Dean   | Ongoing   |

Strategic plan 2021-2016 with Key or Lead person and timeframe

|  |  |   |
|--|--|---|
| D. Strengthen cyberinfrastructure to ensure satisfactory speed and dependability for employees, students, and community members.   | IT Manager                               | Ongoing, evaluate annually with major targets to be accomplished in fall 2022 |
| E. Establish a TOCC site at Pisinemo   | President                                | Complete agreement to construct March 2022                                    |
| F. Support and develop S-ki:kig Maščama Ki:  | Dean Student Services                    | Ongoing   |
| G. Provide wellness programs for students and employees  | Student Life Director, Athletic Director | Ongoing with rollout complete Sep. 2021                                       |
| H. Continue work with San Carlos Apache College site toward their independent status.  | President                                | Ongoing with Separation ca. 2025.   |
| <b>3. Establish Curricular Pathways: Build on TOCC's strengths and on community needs to support students' academic and career interests.</b>                            |  |   |
| A. Provide two or more 4 Year Degrees and/or 2 + 2 opportunities.  | Academic Dean                            | First 4-year degree by 2024.  |
| A. Partner with TONHC (Tohono O'odham Nation Health Care) to assist development of a health care workforce.  | Science faculty                          | Ongoing with possible rollout in 2022   |
| B. Enroll and graduate students in the Arizona "College Credit Pathway" so they can earn a High School Equivalency diploma for 25 distributed college credits.           | Student Services Dean, WFCD, & Registrar | Rollout fall 2021   |
| C. Partner with local High Schools toward providing sufficient dual enrollment opportunities so that students can graduate from high school with an AA degree from TOCC. | Special Projects Manager                 | Ongoing with full enagement by fall 2022                                      |

Strategic plan 2021-2016 with Key or Lead person and timeframe

|  |                                |   |
|--|--------------------------------|---|
| D. Develop solar and green energy Associate of Arts programs that provide gainful employment.  | Dean for Sustainability        | Complete and available January 2022                                     |
| E. Continue to partner with Baboquivari Unified School District toward a joint project that results in a viable Tohono Kosin Restaurant that provides the basis for OJL and other needed education so that high school and college students can earn Culinary Arts Certificates and enter the workforce. | President                      | Details complete by Dec. 2021 with opening in late spring 2022.         |
| F. Revitalize the apprenticeship program in construction trades to include carpentry, plumbing, and electrical.  | President, Sustainability, LLC | New model roll out January 2022   |
| <b>4. Model Sustainability: Adapt to and address the challenges posed by the changing environment.</b>   |                                |   |
| A. Safely reopen to a face-to-face on campus modality during the continuing COVID-19 pandemic.   | HR                             | Ongoing   |
| B. Ensure that the TOCC oidag and gardens survive and produce to capacity in the face of global heating.   | Dean Sustainability            | Ongoing with plan NLT October 2021                                      |
| C. Reduce dependency on fossil fuels to cool and heat TOCC facilities  | Director of Operations         | Ongoing with calendar provided by January 2022                          |
| D. Develop full potential of the Land Grant Office for Sustainability (LGOS).  | Dean Sustainability            | Ongoing with adjustments as needed in spring 2022                       |
| E. Link Tohono Kosin food sources to TOCC's agriculture and wild foods initiatives.  | Head farmer                    | Coincident with opening of Tohono Kosin (see Item 3.E of this document) |
| <b>5. Foster Excellence: Engage students in learning experiences that support and challenge them to change themselves and the world.</b>   |                                |   |

Strategic plan 2021-2016 with Key or Lead person and timeframe

|   |   |   |
|---|---|---|
| A. Make holistic wellness experiences available to all students.  | Student Life Director                                     | See item 3.G of this report               |
| B. Require a minimum of one course for all degree seeking students that uses a critical and action-oriented pedagogy.                     | Academic Dean   | Rollout Academic Year 2022-2023           |
| C. Continuously evaluate academic achievement data and adjust practices as indicated.   | Institutional Effectiveness                               | Ongoing with semester to semester reports |
| D. Include a nation building framework in education in accord with TOCC's mission statement.  | Director of Tohono O'odham Studies                        | Academic Year 2022-2023                   |
| E. Critically situate faculty and employees within the historical and social context of the Tohono O'odham Nation and indigenous peoples. | Tohono O'odham Studies creates team to work on this item. | Complete initial rollout summer 2022.     |

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## TOHONO O'ODHAM COMMUNITY COLLEGE

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**TO: BOARD OF TRUSTEES**

**THRU: DEAN OF STUDENT SERVICES (INTERIM) OFELIA LIZ ZEPEDA**

**FROM: PAUL ROBERTSON, PRESIDENT**

**SUBJECT: CHANGE OF FINANCIAL AID POLICY IN STUDENT HANDBOOK**

**DATE: JANUARY 12, 2022**

**CC: EVAN THOMAS, SPECIAL ASSISTANT TO THE PRESIDENT**

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Background: The current Student Handbook, revised in January 2021, includes policy statements on financial aid. Review of the material in that section internally, and by our consulting partners in financial aid, indicates that the Satisfactory Academic Progress (SAP) rule and associated areas need to be changed and/or tweaked.

Justification: The section in question from the Student Handbook, namely pages 28-37, can be removed and replaced by the attached draft policy, thereby clarifying difficult sections of the current policy.

Action Requested: Request Board approval.

Recommendation: President recommends approval.



*This proposed change would substitute this document titled "Financial Aid Requirements" in its entirety for pages 27-36 in the current TOCC Student Handbook as revised on January 14, 2021.*

## **1. FINANCIAL AID REQUIREMENTS**

Apply for financial aid in a timely manner. If you can, complete your financial aid application the semester prior to registering for classes.

To be eligible for financial aid you must declare a major.

Selected students must verify the income they reported on the PELL Grant application. If a tax return was filed, an IRS Tax Return transcript and verification worksheet must be in the students file in the Financial Aid Office.

Students who attend another college, university or institution of higher learning that participates in Title IV programs must submit official transcripts to TOCC.

Students receiving Federal Financial Aid must maintain Satisfactory Academic Progress.

### **A. SATISFACTORY ACADEMIC PROGRESS (SAP)**

The U.S. Department of Education requires that students maintain satisfactory academic progress in a program of study that leads to a degree in order to be eligible for federal financial aid. Federal Student Aid includes Federal Pell Grants, Federal Supplemental Educational Opportunity Grants (FSEOG), and Federal Work-Study. Other agencies, including tribal and scholarship programs, may require students to maintain Satisfactory Academic Progress (SAP) for their aid programs.

The entire academic record (cumulative Grade Point Average) of all federal student aid recipients will be monitored at the end of each semester to ensure compliance with the "qualitative and quantitative" SAP requirements specified below. Therefore, even the academic record of those who have not received Federal Student Aid in the past will impact future eligibility. Failure to meet the following standards will result in financial aid ineligibility for students who may have otherwise qualified for Federal Student Aid.

Satisfactory academic progress has both a qualitative and quantitative measure to monitor a student's progress toward a degree or certificate:

- 1) Qualitative Requirement: Students must maintain a cumulative grade point average.
  - a) Freshman (1-30 attempted credit hours) = 1.50
  - b) Sophomore (31-60 attempted credit hours) = 2.00
  - c) Junior (61-90 attempted credit hours) = 2.00
  - d) Senior (91 or more attempted credit hours) = 2.00

## 2) Quantitative Requirements:

The students must demonstrate their pace of progression through their program of study. The pace is measured at the end of each term. The students must satisfactorily complete at least 67% of their attempted courses. Here are some examples:

|                    |           |                 |
|--------------------|-----------|-----------------|
| Term 1             | Term Pace | Cumulative Pace |
| 9 hours completed  | 75%       | 9/12=75%        |
| 12 hours attempted |           |                 |

|                    |           |                 |
|--------------------|-----------|-----------------|
| Term 2             | Term Pace | Cumulative Pace |
| 6 hours completed  | 50%       | 15/24=62.5%     |
| 12 hours attempted |           |                 |

|                    |           |                 |
|--------------------|-----------|-----------------|
| Term 3             | Term Pace | Cumulative Pace |
| 12 hours completed | 100%      | 27/36=75%       |
| 12 hours attempted |           |                 |

"Satisfactory Completion" means earning a passing grade of A, B, C, D, or P. Grades of I, W, or F are not considered passing grades.

If a student withdraws during the first three weeks of the term, those classes are not considered as credit hours attempted. All courses withdrawn from the fourth week of the term to the end will be counted as credit hours attempted.

Incomplete grades are considered credit hours attempted.

### **Developmental Courses**

Developmental courses (Courses numbered below 100) will be counted towards the students' overall pace of progression and the cumulative hours attempted.

### **Repeats**

Courses that are failed or withdrawn from, then repeated are considered in the hours attempted. Title IV funding can only pay a student one time for repeating a course that the student has passed with at least a D. In accordance with Title IV (PELL, FSEOG, FWS) regulations, courses for which students earn credit by way of testing out will not be paid by Title IV aid.

### **Review**

Following each semester, the Grade Point Average and number of credits attempted and completed for each Financial Aid recipient will be reviewed. Students will be notified if they do not meet the minimum Qualitative and Quantitative SAP requirements.

## **B. NON-SATISFACTORY ACADEMIC PROGRESS**

### **Financial Aid Warning**

If a Financial Aid recipient fails to satisfy the Satisfactory Progress Rule in a particular semester, the recipient will be placed on a Financial Aid Warning during the succeeding semester of enrollment. In other words, even if a student's overall record meet the SAP requirements for passing 67% of courses and has a cumulative GPA that meets the SAP, but does not meet those requirements in his/her/their most recent semester, the student will be on financial aid warning. Students are still eligible to receive Financial Aid during the warning period, but they must satisfactorily complete 67% of their courses with a cumulative Grade Point Average of 1.50 for Freshmen and 2.0 for Sophomores, Junior and Seniors.

### **Financial Aid Suspension**

1. If a Financial Aid recipient fails to comply with the SAP policy during the warning period, the student will be placed on Financial Aid Suspension status for all financial aid.
2. When a Financial Aid recipient totally withdraws from all their courses anytime during the semester, they will automatically be placed on Financial Aid Suspension status for all financial aid.

### **Appeal of Financial Aid Suspension**

1. A student may appeal Non-Satisfactory Progress by completing the Financial Aid Appeal Form and submitting it with supporting documents to the Financial Aid Office by the 8<sup>th</sup> week of the semester following a Non-Satisfactory Progress designation.

As part of the appeal a student must provide:

- a. Reasons why he/she/they did not achieve minimum academic requirements which should include any type of extenuating circumstances they may have been experiencing at the time. Extenuating circumstances that will be considered include but are not limited to: illness, death in the family, injury, casualty losses due to weather and natural disasters, fire, theft, acts of God, or terrorism.
  - b. An explanation of what has changed that will allow the student to make Satisfactory Academic Progress at the end of the next term.
  - c. The appeal request will include an academic plan showing how the student will make SAP by the end of the next term.
  - d. Students may have up to three appeals – but those must be for different reasons.
2. The Appeal Committee will review the appeal and determine whether the Financial Aid appeal is accepted. The Appeal Committee's decision is final.

The student will be notified in writing of the decision for approval or reason of denial of his/her appeal no later than five days after receipt of such appeal.

a. If the appeal is approved and the student **can** demonstrate that they can make Satisfactory Academic Progress in one term, they will be placed on **Financial Aid Probation** for one term.

b. If the appeal is approved and the student **cannot** demonstrate that they can make Satisfactory Academic Progress in one term, they will be required to submit an academic plan. This plan has to show how they are going to get back on track in a reasonable time. The plan will demonstrate the students map to graduation. The academic plan will then replace the SAP standards. At the end of each term, the student's Satisfactory Academic Progress will be measured against their plan. The students will have to follow the plan in order to receive financial aid.

If the student fails or withdraws from any courses on their plan, the student will again be required to meet the minimum SAP requirements in order to be eligible for any type of financial aid, as follows:

- 67% overall completion rate for the semester
- 1.5 GPA for students with up to 30 credits; 2.0 Cumulative GPA for all other students.

c. If the student's appeal is not approved, the student will not be eligible for financial aid until they meet the minimum SAP requirements and are able to complete their degree within the maximum timeframe policy.

### **C. CREDIT HOUR MAXIMUMS**

The U.S. Department of Education has established a limit on the number of credit hours a student can attempt and still remain eligible for Federal Student Aid. This limit is based on 150% of the credit hours needed to complete the degree which the student is pursuing. That standard will allow for curriculum changes, repeats, and enrichment course work that may be required for the degree.

Examples:

- Credit Hour Maximum for an Associate degree of 60 credit hours: 60 semester hour credits x 150% = 90 semester hour credits.
- Credit Hour Maximum for a 30 semester hour certificate: 30 semester hour credits x 150% = 45 semester hour credits.

The Credit Hour Maximum includes all attempted Tohono O'odham Community College courses plus all transfer credit hours that apply to the degree or certificates.

Academic Progress toward the degree program will be measured at the end of each semester. The student will receive an update on the amount of financial aid left with the satisfactory progress letter at the end of each semester.

If at any time it becomes mathematically impossible for a student to complete their program with the number of credits left in their 150% timeframe – the student is no longer making Satisfactory Academic Progress and not eligible for Title IV aid.

#### Pell Grant Lifetime Eligibility Used (LEU)

The amount of Federal Pell Grant funds a student may receive over his or her lifetime is limited by federal law to be the equivalent of six years of Pell Grant funding. Since the maximum amount of Pell Grant academic year funding a student can receive is 100% (amount can increase to 150% if attending full time summer courses that pertain to declared degree), the six-year equivalent is 600%. This is in effect as of the academic year 2012-2013. This includes all past Pell Grant awards each student received.

#### Change of Major

Students wishing to change their major should notify the Registrar's Office in writing, who will then notify the Financial Aid Office so that a determination of eligibility for the new program of study can be made. Determination shall be based on credits attempted and earned that can be transferred into the new major.

#### Dual Majors

Students can only declare one major. Each semester, courses will be verified that they are on the students' current degree plan. All Title IV funding will only pay for courses that are on each students' degree plan or required prerequisites. If a student chooses to take classes not on their status sheet, they will be liable for tuition and fees of the course(s) not on their degree plan.

#### Transfer Credits

Transfer credits earned at another institution that are accepted at Tohono O'odham Community College toward the degree a student is currently pursuing shall be used in computing the total credits attempted and earned.

Students with bachelor's degrees are not eligible for a Federal Pell Grant.

### **D. RETURN OF TITLE IV FUNDS**

Return of Title IV Funds occurs when a student withdraws from all classes without completing 60% of the semester. Upon the student's withdrawal, the amount of financial aid that has been "earned" by the student is based on the number of days of attendance. Students who withdraw unofficially will also be subject to the Federal Return of Title IV Funds Policy (R2T4). According to federal guidelines of R2T4, students who receive financial aid and then withdraw from all course work before 60% completion of the semester may have to pay back a portion of the grants received. The

amount is determined by using a federal formula and the date the student has totally withdrawn from classes.

If TOCC finds that the student's expected Cost of Attendance incurred up to the time of withdrawal exceeds the amount of funds disbursed, the student does not owe a repayment. However, if the disbursement was greater than the student's Cost of Attendance up to the withdrawal date, the student must repay the excess amount to TOCC. It is the policy of TOCC to reimburse the Federal Student Aid Program and collect repayment from the student. Thus, the student will be in a repayment situation with TOCC rather than the Department of Education. TOCC will collect the funds from students.

The date of withdrawal is based on the date indicated on the drop card (official withdrawal) or the last day of attendance according to student attendance records (unofficial withdrawal).

### **Post Withdrawal Disbursements**

If the student received less federal aid than they earned, a post-withdrawal disbursement will be made to the student's account for direct costs. If further post-withdrawal disbursement is due, notification will be sent to the student if any grant amounts will be directly disbursed. The post withdrawal disbursement of Pell Grant funds must be completed within 45 days of the date the school determined the student withdrew.

All Refund Distributions are returned in this order as prescribed by Law and Regulations:

1. PELL Grant
2. FSEOG
3. Private, or Institutional Aid
4. The Student.

Federal Work Study (FWS) wages are excluded because they have been earned.

Tohono O'odham Community College is responsible for notifying the student of the amount owed, for billing the student, and for collecting the repayment.

The Director of Financial Aid will use the R2T4 PowerFAIDs Software for determining both the student's and institution's refunds.