



Tohono O'odham Kekel Ha-Maşcamakuđ

Board of Trustees Regular Meeting

May 09, 2024

TOCC Boardroom, Gewkdag Ma:cidag Ki:

S-cuk Du'ag Maşcamakuđ

In Person & Virtual Meeting



Tohono O'odham Kekel Ha-Maşcamakuđ

Board of Trustees Regular Meeting

Thursday, May 09, 2024, 9:00 a.m.

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

In Person and Virtual Meeting – Phone, Internet via Zoom

AGENDA

General Matters

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| 1. Call to Order / Roll Call | |
| 2. Invocation | |
| 3. Review and Approval of Agenda | |
| 4. Announcements and Upcoming Events | |
| 5. Minutes from April 11, 2024 BOT Regular Meeting | 02 |
| 6. Call to the Audience | |
| 7. Coronavirus Update | |

New Business

- | | |
|---|----|
| 1. Financial Report – Dean of Finance | |
| • March 2024 | 08 |
| 2. Human Resources Report – Interim HR Director | |
| • April 2024 | 43 |
| 3. Request for Additional Check Signer – For Informational Purposes | |
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| 4. Education Division Items – Academic Dean | |
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- | | |
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General Matters

- | | |
|----------------------|--|
| 8. Executive Session | |
|----------------------|--|

Adjournment

Tohono O'odham Kekel Ha-Maşcamakuđ

Board of Trustees Regular Meeting

Thursday, April 11, 2024

9:00 a.m.

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

In Person / Virtual Meeting

GENERAL MATTERS

1. Call to Order / Roll Call

The Board of Trustees Regular Meeting was Called to Order at 9:05 a.m. by Chairperson Ofelia Zepeda. Four (04) members were present and a Quorum was established.

Present	Excused Absence	Unexcused Absence	Attendance Time	Board of Trustees
X			9:05 a.m.	Dr. Ofelia Zepeda, Chairperson
X			9:05 a.m.	Treena Parvello, Secretary
X			9:05 a.m.	Jonas Robles, Elder Member
X			9:05 a.m.	Mary Bliss, Member
				Administration Members
X			9:05 a.m.	Dr. Paul Robertson, President
X			9:05 a.m.	Yolanda Pacheco, Dean of Student Services
X			9:05 a.m.	Joann Miguel, Dean of Finance
X			9:05 a.m.	Laura Sujo-Montes, Academic Dean
X			9:05 a.m.	Mario Montes-Helu, Dean for Sustainability
				Recorder
X			9:05 a.m.	Evan Thomas, Special Assistant to the President
				Guests
X			9:05 a.m.	Carmella Ortega, Grants Coordinator
X			9:05 a.m.	Carmella Ann Pablo, Principal Accountant, Sponsored Projects Office
X			9:05 a.m.	Cassandra Scott, Phoenix Center Director
X			9:05 a.m.	Diana Antone, Financial Aid Manager
X			9:05 a.m.	E. Lisa Liston, Multimedia Coordinator, O'odham Ńi'okĩ Ki:
X			9:05 a.m.	Frances Benavidez, Program Director, NSF TEACH, O'odham Ńi'okĩ Ki:
X			9:05 a.m.	Jenny Narcho, Language Specialist, O'odham Ńi'okĩ Ki:
X			9:05 a.m.	Kristin Eberhardt, Project Director, Title III Grant
X			9:05 a.m.	Rosemarie Ramon, Academic Coordinator, Education Division
X			9:05 a.m.	Sylvia Hendricks, Director for Student Life
X			9:05 a.m.	Brandi Espuma, Dual Enrollment Coordinator
X			9:05 a.m.	Joseph Renegar, Interim Human Resources Director
X			9:05 a.m.	Jai Juan, Recruiter
X			9:05 a.m.	Rebecca Valentine, Data Entry Clerk, Student Services Division

Executive Summary: TOCC BOT acted on the following at the April 11, 2024 regular meeting:

- Approved the March 14, 2024 TOCC Board of Trustees regular meeting minutes and the March 25, 2024 TOCC Board of Trustees special meeting minutes as presented.
- Accepted the February 2024 Financial Report as presented.
- Accepted the March 2024 Human Resources report as presented.
- Approved the grant proposal submission authorization documents to the AICF as presented
- Approved the Dual Enrollment IGA with Ajo Unified School District as presented.
- Approved the grant proposal submission authorization documents to participate in the 2024 Native American Agriculture Fund (NAAF) grant for micro-credentials in traditional agriculture as presented.

2. Invocation

Jonas Robles gave the invocation.

3. Review and Approval of Agenda

The meeting agenda was reviewed. Addendums were furnished to the board and the following items were added to the agenda:

- Board of Trustees Special Meeting Minutes – March 25, 2024
- Grant Request Approval – 2024 NAAF Grant for Micro-Credentials in Traditional Agriculture as Item 6.

A motion was made to approve the meeting agenda with the additional items.

MOTION: Motion by Mary Bliss, Seconded by Jonas Robles to approve the meeting agenda with the additional items.

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

MOTION APPROVED

5. Announcements and Upcoming Events

TOCC All Staff Meeting, March 2024

Friday, April 12, 2024, 8:30 a.m.

Virtual Only Meeting

2023 TOCC Annual Report Presentations

Hikiwan District	Saturday, April 13, 2024; Virtual Meeting - CANCELLED
Gu Vo District	Saturday, April 20, 2024, 9:00 a.m.
Chukut Kuk District	Saturday, May 04, 2024, 9:00 a.m.
Gu Achi District	Friday, June 07, 2024, 6:00 p.m.
Baboquivari District	Saturday, June 08, 2024, 9:00 a.m.
Sells Distirct	Thursday, June 13, 2024, 6:00 p.m.
Sif Oidak District	Undetermined

2023 TOCC Audit Report / 2024 TOCC Annual Report

HRDC

Monday April 22, 2024, 9:00 a.m.

Virtual Meeting

TOCC Presidential Search; Candidates Open Forum

Monday, April 15 Presidential Candidate 1; Friday, April 26, Presidential Candidate 2

8:30 a.m. – 5:00 p.m.

Virtual Component

Meet & Greet 3:30 p.m. – 5:00 p.m.

TOCC Spring Gathering

Thursday, April 18, 2024

Activities begin at 6:30 a.m.; TOCC Program Showcase, Guided Tours, Games and Activities; Live Music by the South Image Band; O'odham Bingo; Open to the Public; Share information with your community.

S-cuk Du'ag District trip will be on Friday, April 19, 2024.

The Himdag Committee is reviving the visits to the various districts of the Nation for new Faculty and Employees & all are welcome. Thanks for all who signed up & we look forward to a fun and educational time!

6. Minutes from the March 14, 2024 regular meeting and the March 25, 2024 special meeting of the TOCC Board of Trustees

Minutes from the March 14, 2024 BOT were included in the March 2024 board packet. Minutes from the March 25, 2024 special meeting were provided to the board in an Addendum packet. Secretary Parvello was furnished both files electronically and reviewed both documents prior to the board meeting. No corrections were made.

A motion was made to approve the March 14, 2024 TOCC Board of Trustees regular meeting minutes and the March 25, 2024 TOCC Board of Trustees special meeting minutes as presented.

MOTION: Motion by Jonas Robles, Seconded by Mary Bliss to approve the March 14, 2024 TOCC Board of Trustees regular meeting minutes and the March 25, 2024 TOCC Board of Trustees special meeting minutes as presented.

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

MOTION APPROVED

7. Call to the Audience – None

8. Coronavirus Update - None

NEW BUSINESS

1. Annual Election of TOCC Board of Trustees Officers

The following results of the annual election of TOCC Board of Trustees officers were approved by consensus of the BOT:

- Dr. Ofelia Zepeda, Chairperson
- Jonas Robles, Vice Chairperson
- Treena Parvello, Secretary

2. February 2024 Financials – Joann Miguel, Dean of Finance

Dean Miguel reviewed the February 2024 Financial Report with the TOCC Board of Trustees.

A motion was made to accept the February 2024 Financial Report as presented.

MOTION: Motion by Mary Bliss, Seconded by Treena Parvello to accept the February 2024 Financial Report as presented.

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

MOTION APPROVED

3. Human Resources Report – Joseph Renegar, Interim Human Resources Director

Interim HR Director Renegar reviewed the March 2024 Resource List and the Employee Vacancy Activity Log.

The following new hire was in attendance and introduced to the board:

- Rene Garciaguirre, Student Success Coordinator

A motion was made to accept the Human Resources Report for March 2024 as presented.

MOTION: Motion by Jonas Robles, Seconded by Mary Bliss to accept the Human Resources Report for March 2024 as presented.

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

MOTION APPROVED

4. TOCC Grant Proposal Submission Authorization – AICF, Dr. Laura Sujo-Montes, Academic Dean

Dean Sujo-Montes reviewed the TOCC Grant Proposal Submission Authorization documents outlining the Early Childhood Education (ECE) grant program offered by the AICF. The grant objectives will continue to build capacity within the ECE program at TOCC by strengthening community engagement, developing an ECE advisory board, continuing early childhood

gatherings, enhancing courses, providing internship student support and completing the program.

A motion was made to approve the grant proposal submission authorization documents to the AICF as presented.

MOTION: Motion by Mary Bliss, Seconded by Treena Parvello to approve the grant proposal submission authorization documents to the AICF as presented.

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

MOTION APPROVED

5. Dual Enrollment IGA – Ajo Unified School District, Brandi Espuma, Dual Enrollment Coordinator

Dual Enrollment Coordinator Espuma reviewed the Intergovernmental Agreement (IGA) between TOCC and the Ajo Unified School District (AUSD). The IGA will be in effect upon approval of the BOT.

A motion was made to approve the Dual Enrollment IGA with Ajo Unified School District as presented.

MOTION: Motion by Jonas Robles, Seconded by Treena Parvello to approve the Dual Enrollment IGA with Ajo Unified School District as presented.

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

MOTION APPROVED

6. TOCC Grant Proposal Submission Authorization – 2024 NAAF Grant for Micro-Credentials in Traditional Agriculture, Dr. Mario Montes-Helu, Dean for Sustainability

Community members have shared their interest in learning Tohono O’odham traditional agriculture not as a credit, but as a training focusing on practical aspects of having a garden. The other part of this grant will support providing tools and seeds for participants to start their gardens.

A motion was made to approve the grant proposal submission authorization documents to participate in the 2024 Native American Agriculture Fund (NAAF) grant for micro-credentials in traditional agriculture as presented.

MOTION: Motion by Mary Bliss, Seconded by Jonas Robles to approve the grant proposal submission authorization documents to participate in the 2024 Native American Agriculture Fund (NAAF) grant for micro-credentials in traditional agriculture as presented.

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

MOTION APPROVED

REPORTS – BY DIVISION and DIVISION COMPONENTS

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

1. President, Human Resources, Operations, O'odham Ñi'okĩ Ki:, Apprenticeship Program
2. Education Division, O'ohana Ki:, NSF STEM
3. Student Services Division
4. Sustainability, Information Technology, Office of Institutional Effectiveness, Workforce and Community Development
5. Student Life, Residence Life, Athletics & Wellness, Security

GENERAL MATTERS

8. Executive Session
The BOT excused the meeting guests and convened for an Executive Session at 10:58 a.m.

ADJOURNMENT – 11:55 a.m.

A motion was made to adjourn the April 11, 2024 TOCC BOT regular meeting.

MOTION: Motion by Mary Bliss, Seconded by Jonas Robles to adjourn the April 11, 2024 TOCC BOT regular meeting.

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

MOTION APPROVED

INTEROFFICE MEMORANDUM

TO: BOARD OF TRUSTEES, TOHONO O'ODHAM COMMUNITY COLLEGE
FROM: Finance Department
DATE 5/9/2024
AGENDA ITEM: MONTHLY FINANCIAL REPORTS FOR March 31, 2024

EXECUTIVE SUMMARY

Enclosed are the financial reports for March 2024, and detailed budget reports by department. The format was prepared and "Intended For Internal Management Use Only".

For the month ending March 31, 2024, as follows:

* Bank of America, regular operational checking account	\$ 16,023,576
* Bank of America - TPT Construction Needs	1,334,597
* Bank of America secondary checking	6,550
* Bookstore Cash	126
* Petty Cash	<u>100</u>
Cash and cash equivalents in all accounts	\$ 17,364,950

Investments Follow:

* Community Foundation	\$ 420,191
* Wells Fargo Securities, Building/Operating Reserves	<u>1,898,353</u>
Investment total	\$ 2,318,545

Other Assets

Buildings (net of Depreciation)	10,228,014
Student A/R	295,802
Grants Receivable	6,304,487
Inventory	506,884
Prepays	<u>235,831</u>
	\$ 17,571,018

Total Assets \$ 37,254,512

Recommendation: The President recommends the Board of Trustees accept the financial report for the month ended March 31, 2024.

Operating Ending Cash Balance for March 31, 2024

Bank of America, regular operational checking account	\$ 16,023,576
Plus: Cash Transactions not yet entered	\$ 659,690
Less: Restricted Sponsored Projects Net Activity	(11,241,451)
Less: Restricted Student Financial Aid Net Activity	2,644,769
Less: Estimated Cash needed for accrued benefits payment to TON	(1,039,024)
Ending Operating Cash Balance	<u><u>\$ 7,047,560</u></u>

Tohono O'odham Community College
Statements of Financial Position
As of March 31, 2024, February 29, 2024, and June 30, 2023 (Audited)
(Intended for Internal Management Purposes Only)

Assets	(Unaudited) March 2024	(Unaudited) February 2024	(Audited) June 2023
Bank of America - operating account	\$ 16,023,576	\$ 17,166,191	\$ 12,795,915
Bank of America - TPT construction needs	1,334,597	1,284,862	956,574
Bank of America - secondary checking	6,550	6,550	6,550
Bookstore cash	126	126	141
Petty cash	100	100	100
* Student accounts receivable, net of allowance for doubtful accounts	295,802	251,272	195,466
Contracts and grants receivable	6,304,487	5,955,928	4,005,440
Bookstore inventory	506,884	502,944	232,317
Prepaid expenses	235,831	196,630	102,757
Wells Fargo Investments - building and operating reserves	1,898,353	1,898,353	1,823,149
Community Foundation of Southern Arizona - endowment	420,191	420,191	422,012
Right of use assets, net	364,478	364,478	364,478
* Land, buildings and equipment, net of accumulated depreciation	10,228,014	10,228,014	10,228,012
Total Assets	\$ 37,618,990	\$ 38,275,639	\$ 31,132,911
Liabilities and Net Assets			
Accounts payable	\$ 213,344	\$ 73,706	\$ 371,398
Salary related payable	1,449,812	1,365,233	1,650,204
Deposits/funds held for others	29,870	29,870	29,870
Other payables and accrued expenses	(146,969)	(62,410)	121,065
Right of use liabilities	368,161	368,161	368,161
Deferred grant revenue	14,105,812	14,350,904	11,929,244
Total Liabilities	\$ 16,020,030	\$ 16,125,465	\$ 14,469,942
Equity:			
Unrestricted:			
Designated by the board of trustees	\$ 1,818,011	\$ 1,818,011	\$ 1,818,011
Designated endowment CFSA	210,340	210,340	210,340
Expended for property and equipment	8,638,796	8,638,796	8,638,796
Designated for operating budget plus grants	10,620,042	11,171,257	5,684,051
Unrestricted Net Assets	\$ 21,287,189	\$ 21,838,404	\$ 16,351,198
Temporarily restricted	\$ 311,771	\$ 311,771	\$ 311,771
Restricted Net Assets	\$ 311,771	\$ 311,771	\$ 311,771
Total Liabilities and Net Assets	\$ 37,618,990	\$ 38,275,639	\$ 31,132,911
*Recap #1			
* Recap Explained of Net Students Accounts Receivable	March 2024	February 2024	June 2023
Accounts receivable	\$ 640,295	\$ 595,765	\$ 539,960
Allowance for bad debt	(344,494)	(344,494)	(344,494)
* Student accounts receivable, net of allowance	\$ 295,802	\$ 251,272	\$ 195,466
*Recap #2			
* Recap Explained of Net Fixed Assets	March 2024	February 2024	June 2023
Land buildings & equipment	\$ 19,744,382	\$ 19,744,382	\$ 19,744,381
Allowance for depreciation	(9,516,368)	(9,516,368)	(9,516,368)
* Land building and Equipment, net of Accumulated Depreciation	\$ 10,228,014	\$ 10,228,014	\$ 10,228,012

TOHONO O'ODHAM COMMUNITY COLLEGE

Unrestricted Budget Activity

For the Nine Months Ended March 31, 2024

Tohono O'odham Community College
Statement of Activities - Budget and Actual
For the Nine Months Ended March 31, 2024
(Intended for Internal Management Purposes Only)

UNRESTRICTED OPERATING BUDGET				
	Year-to-Date Actual	2024 Annual Budget	Remaining Budget	Remaining %
Unrestricted revenues:				
Tuition and fees	\$ 67,654	\$ 98,000	\$ (30,346)	-31%
Student housing	-	82,000	(82,000)	-100%
Legislative Contribution - Tohono O'odham Nation	5,096,045	5,096,045	-	0%
Tribal Community College Act	6,432,928	4,959,735	1,473,193	30%
Indirect costs recovered on restricted federal grants	561,078	832,000	(270,922)	-33%
Unrestricted gifts and donations	35,463	13,000	22,463	173%
Bookstore sales	100,260	162,800	(62,540)	-38%
Miscellaneous income	21,868	33,000	(11,132)	-34%
Total Unrestricted Revenues	\$ 12,315,296	\$ 11,276,580	\$ 1,038,716	9%
Unrestricted expenses:				
Educational program services:				
Instruction	\$ 1,579,716	\$ 2,552,915	\$ 973,199	38%
Student services	907,583	1,455,950	548,367	38%
Auxiliary enterprises	232,485	502,441	269,956	54%
Supporting services:				
Academic support	368,685	683,557	314,872	46%
Institutional support without depreciation/bad debts	1,789,306	2,618,878	829,572	32%
Facility operations and maintenance	852,882	1,407,578	554,696	39%
Sustainability and Solar	182,704	329,691	146,987	45%
Student Life	408,093	588,895	180,802	31%
San Carlos BIE funds and tuition and fees	1,126,515	943,713	(182,802)	-19%
Culinary arts program	23,574	93,667	70,093	75%
Grant match (1117/1526)	347	119,873	119,526	100%
Tohono Kosin	29,548	242,796	213,248	88%
Total Unrestricted Expenses	\$ 7,501,438	\$ 11,539,954	\$ 4,038,516	35%
 Unrestricted excess (deficiency) w/o Bad Debts/Depreciation	 \$ 4,813,858	 \$ (263,374)	 \$ 5,077,232	

Tohono O'odham Community College
Unrestricted Expenses and Budget by Department
For the Nine Months Ended March 31, 2024
(Intended for Internal Management Purposes Only)

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

25%

**Year-to-Date
Actual**

**2024 Annual
Budget**

**Remaining
Budget**

**Remaining
%**

INSTRUCTION

Instruction - 1100

Compensation	\$ 1,201,091	\$ 1,686,437	\$ 485,346	29%
Employee related expenses	228,904	438,137	209,233	48%
Art program supplies	10,985	20,000	9,015	45%
Commuter allowance	-	3,600	3,600	100%
Consultant fees	600	9,700	9,100	94%
Education supplies	120	20,000	19,880	99%
Employee tuition waivers	-	2,000	2,000	100%
Furniture & fixtures	-	10,000	10,000	100%
Meeting expense	6,704	16,170	9,466	59%
Mileage	2,184	4,000	1,816	45%
Office supplies	-	8,000	8,000	100%
Registrations	1,024	6,800	5,776	85%
Subscriptions/periodicals	329	4,000	3,671	92%
Travel and training	243	90,000	89,757	100%
	<u>\$ 1,452,184</u>	<u>\$ 2,318,844</u>	<u>\$ 866,660</u>	<u>37%</u>

Work Force Comm Development - 1500

Compensation	\$ 93,445	\$ 113,557	\$ 20,112	18%
Employee related expenses	21,468	71,749	50,281	70%
Advertising & promotion	673	1,000	327	33%
Commuter allowance	1,345	1,800	455	25%
Consultant fees	-	5,500	5,500	100%
Education supplies	3,786	2,500	(1,286)	-51%
Guest speakers/honorariums	1,500	12,000	10,500	88%
Meeting expense	3,238	2,000	(1,238)	-62%
Office supplies	359	1,000	641	64%
Other office supplies	-	600	600	100%
Registrations	450	3,000	2,550	85%
Travel and training	-	6,000	6,000	100%
	<u>\$ 126,263</u>	<u>\$ 220,706</u>	<u>\$ 94,443</u>	<u>43%</u>

ABE-GED - 1800

Education supplies	\$ 30	\$ 3,100	\$ 3,070	99%
Meeting expense	397	540	143	27%
Memberships	-	750	750	100%
Other office supplies	322	375	53	14%
Registrations	-	4,000	4,000	100%
Mileage	108	-	-	0%
Travel & training	412	4,600	4,188	91%
	<u>\$ 1,269</u>	<u>\$ 13,365</u>	<u>\$ 12,096</u>	<u>91%</u>

TOTAL INSTRUCTION

	<u>\$ 1,579,716</u>	<u>\$ 2,552,915</u>	<u>\$ 973,199</u>	<u>38%</u>
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Tohono O'odham Community College
Unrestricted Expenses and Budget by Department
For the Nine Months Ended March 31, 2024
(Intended for Internal Management Purposes Only)

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

25%

	Year-to-Date Actual	2024 Annual Budget	Remaining Budget	Remaining %
STUDENT SERVICES				
Student Services - 5100				
Compensation	\$ 510,836	\$ 709,264	\$ 198,428	28%
Employee related expenses	139,439	257,579	118,140	46%
Comm/student events	3,195	13,000	9,805	75%
Commuter allowance	4,035	5,400	1,365	25%
Consultant fees	8,100	10,000	1,900	19%
Education supplies	250	3,000	2,750	92%
Employee tuition waivers	-	1,000	1,000	100%
Furniture and fixtures	283	5,000	4,717	94%
Graduation	-	10,000	10,000	100%
Meeting expense	839	3,000	2,161	72%
Memberships	604	1,205	601	50%
Mileage	488	2,000	1,512	76%
Office supplies	158	-	(158)	0%
Printing	209	3,500	3,291	94%
Program supplies	773	5,000	4,227	85%
Promotional	3,095	5,000	1,905	38%
Recruiting	15,111	22,000	6,889	31%
Registrations	-	2,500	2,500	100%
Travel and training	28,383	45,000	16,617	37%
	<u>\$ 715,797</u>	<u>\$ 1,103,448</u>	<u>\$ 387,651</u>	<u>35%</u>
Financial Aid Office - 5200				
Compensation	\$ 93,265	\$ 147,305	\$ 54,040	37%
Employee related expenses	28,424	78,007	49,583	64%
Memberships	912	3,000	2,088	70%
Office supplies	585	1,000	415	41%
Program supplies	-	500	500	100%
Registrations	-	3,000	3,000	100%
Travel and training	2,356	10,000	7,644	76%
	<u>\$ 125,542</u>	<u>\$ 242,812</u>	<u>\$ 117,270</u>	<u>48%</u>
Residence Life - 5400				
Compensation	\$ 44,002	\$ 41,698	\$ (2,304)	-6%
Employee related expenses	13,280	13,492	212	2%
Advertising	-	1,000	1,000	100%
Comm/student events	-	4,000	4,000	100%
Custodial expenses	3,900	8,000	4,100	51%
Furniture and fixtures	271	20,000	19,729	99%
Meeting expense	508	1,000	492	49%
Memberships	-	300	300	100%
Mileage	-	200	200	100%
Office supplies	-	600	600	100%
Registration expenses	-	500	500	100%
Stipends	3,500	11,900	8,400	71%

Tohono O'odham Community College
Unrestricted Expenses and Budget by Department
For the Nine Months Ended March 31, 2024
(Intended for Internal Management Purposes Only)

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

	25%	Year-to-Date Actual	2024 Annual Budget	Remaining Budget	Remaining %
Subscriptions/periodicals		782	4,000	3,218	80%
Travel and training		-	2,000	2,000	100%
		<u>\$ 66,243</u>	<u>\$ 108,690</u>	<u>\$ 42,447</u>	<u>39%</u>

Student Senate - 1410

Office supplies	\$ -	\$ 400	\$ 400	100%
Meeting expense	-	600	600	100%
	<u>\$ -</u>	<u>\$ 1,000</u>	<u>\$ 1,000</u>	<u>100%</u>

TOTAL STUDENT SERVICES

	<u>\$ 907,583</u>	<u>\$ 1,455,950</u>	<u>\$ 548,367</u>	<u>38%</u>
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AUXILIARY ENTERPRISES

Athletics - 5300

Compensation	\$ 60,244	\$ 107,294	\$ 47,050	44%
Employee related expenses	(2,935)	42,844	45,779	107%
Advertising & promotion	3,184	7,500	4,316	58%
Archery expense	5,337	6,000	663	11%
Consultant fees	8,503	17,000	8,497	50%
Contracts/subcontracts	3,000	27,000	24,000	89%
Meals	4,477	7,000	2,523	36%
Memberships	8,235	10,000	1,765	18%
Office supplies	-	2,500	2,500	100%
On travel medical	-	3,000	3,000	100%
Printing	1,006	10,000	8,995	90%
Program supplies	25,547	20,000	(5,547)	-28%
Recruiting expense	-	2,500	2,500	100%
Travel	6,214	15,000	8,786	59%
Tuition waivers	-	8,000	8,000	100%
Uniform/retail purchases	8,075	10,000	1,925	19%
Vehicle rental	1,583	4,000	2,417	60%
	<u>\$ 132,470</u>	<u>\$ 299,638</u>	<u>\$ 167,168</u>	<u>56%</u>

Bookstore - 9100

Compensation	\$ 73,455	\$ 85,415	\$ 11,960	14%
Employee related expenses	20,526	19,188	(1,338)	-7%
Cost of goods sold-retail	-	60,000	60,000	100%
Office supplies	1,936	8,000	6,064	76%
Promotional	4,097	30,000	25,903	86%
Tuition waivers	-	200	200	100%
	<u>\$ 100,015</u>	<u>\$ 202,803</u>	<u>\$ 102,788</u>	<u>51%</u>

Tohono O'odham Community College
Unrestricted Expenses and Budget by Department
For the Nine Months Ended March 31, 2024
(Intended for Internal Management Purposes Only)

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

	25%	Year-to-Date Actual	2024 Annual Budget	Remaining Budget	Remaining %
TOTAL AUXILIARY ENTERPRISES		<u>\$ 232,485</u>	<u>\$ 502,441</u>	<u>\$ 269,956</u>	<u>54%</u>
ACADEMIC SUPPORT					
Academic Support - 1200					
Compensation		\$ 145,398	\$ 200,879	\$ 55,481	28%
Employee related expenses		37,263	92,546	55,283	60%
Community student events		387	10,000	9,613	96%
Consultant fees		-	3,000	3,000	100%
Contracts/subcontracts		7,000	10,000	3,000	30%
Education supplies		-	1,000	1,000	100%
Employee tuition waivers		-	1,500	1,500	100%
Meeting expense		1,479	5,000	3,521	70%
Memberships		-	3,000	3,000	100%
Office supplies		-	3,000	3,000	100%
Program supplies		-	4,000	4,000	100%
Promotional		-	4,000	4,000	100%
Registrations		800	5,000	4,200	84%
Travel and training		-	7,000	7,000	100%
		<u>\$ 192,328</u>	<u>\$ 349,925</u>	<u>\$ 157,597</u>	<u>45%</u>
Library - 4130					
Compensation		\$ 116,142	\$ 159,352	\$ 43,210	27%
Employee related expenses		32,278	99,768	67,490	68%
Commuter allowance		1,414	1,800	386	21%
Consultant fees		11,288	17,000	5,713	34%
Contracts/subcontracts		1,691	7,142	5,451	76%
Employee tuition waivers		-	260	260	100%
Library collection		-	5,000	5,000	100%
Meeting expenses		-	400	400	100%
Memberships		-	160	160	100%
Office equipment		-	10,000	10,000	100%
Other office supplies		423	5,000	4,577	92%
Program supplies		-	600	600	100%
Registrations		-	150	150	100%
Subscriptions/periodicals		13,122	25,000	11,878	48%
Travel and training		-	2,000	2,000	100%
		<u>\$ 176,358</u>	<u>\$ 333,632</u>	<u>\$ 157,274</u>	<u>47%</u>
TOTAL ACADEMIC SUPPORT		<u>\$ 368,685</u>	<u>\$ 683,557</u>	<u>\$ 314,872</u>	<u>46%</u>

Tohono O'odham Community College
Unrestricted Expenses and Budget by Department
For the Nine Months Ended March 31, 2024
(Intended for Internal Management Purposes Only)

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

25%

	Year-to-Date Actual	2024 Annual Budget	Remaining Budget	Remaining %
INSTITUTIONAL SUPPORT				
President's Office - 6100				
Compensation	\$ 144,795	\$ 164,837	\$ 20,042	12%
Employee related expenses	39,376	49,802	10,426	21%
Car allowance	5,380	7,200	1,820	25%
Meeting expense	58	-	(58)	0%
Office supplies	198	500	302	60%
Registrations	-	1,000	1,000	100%
Student related travel	-	2,000	2,000	100%
Travel and training	55	2,000	1,945	97%
	<u>\$ 189,863</u>	<u>\$ 227,339</u>	<u>\$ 37,476</u>	<u>16%</u>
Himdag - 6150				
Comm/student/events	\$ 4,952	\$ 8,000	\$ 3,048	38%
Construction materials	-	2,000	2,000	100%
Program supplies	603	-	(603)	0%
Meeting expense	705	4,000	3,295	82%
	<u>\$ 6,259</u>	<u>\$ 14,000</u>	<u>\$ 7,741</u>	<u>55%</u>
Board of Trustees - 6190				
Communications	\$ 523	\$ 900	\$ 377	42%
Meeting expenses	3,847	10,000	6,153	62%
Mileage	2,268	2,500	232	9%
Travel and training	2,194	5,500	3,307	60%
Trustee fees	11,357	14,000	2,643	19%
	<u>\$ 20,189</u>	<u>\$ 32,900</u>	<u>\$ 12,711</u>	<u>39%</u>
Institutional Effectiveness - 1300				
Compensation	\$ 46,452	\$ 54,978	\$ 8,526	16%
Employee related expenses	13,036	19,194	6,158	32%
Mileage	-	200	200	100%
Office equipment	-	300	300	100%
Other office supplies	-	100	100	100%
Registrations	-	200	200	100%
Travel and training	848	3,000	2,152	72%
Vehicle rental	-	250	250	100%
	<u>\$ 60,336</u>	<u>\$ 78,222</u>	<u>\$ 17,886</u>	<u>23%</u>
Administration & Finance - 6200				
Compensation	\$ 262,192	\$ 459,972	\$ 197,780	43%
Employee related expenses	63,720	191,000	127,280	67%
Auditing	81,281	72,500	(8,781)	-12%
Bank charges	1,041	4,500	3,459	77%
Commuter allowance	2,690	5,400	2,710	50%

Tohono O'odham Community College
Unrestricted Expenses and Budget by Department
For the Nine Months Ended March 31, 2024
(Intended for Internal Management Purposes Only)

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

	25%	Year-to-Date Actual	2024 Annual Budget	Remaining Budget	Remaining %
Contracts/subcontracts		245,779	150,000	(95,779)	-64%
Employee tuition waivers		-	325	325	100%
Meeting expenses		-	400	400	100%
Mileage		-	100	100	100%
Office supplies		3,844	5,500	1,656	30%
Registrations		-	250	250	100%
Travel and training		-	1,000	1,000	100%
		<u>\$ 660,546</u>	<u>\$ 890,947</u>	<u>\$ 230,401</u>	<u>26%</u>

General Support Services - 6300

Benefits unemployment	\$	5,691	\$ 6,000	\$ 309	5%
Insurance		195,789	190,000	(5,789)	-3%
Legal fees		9,571	50,000	40,429	81%
Meeting expenses		3,784	7,000	3,216	46%
Memberships		31,824	45,000	13,176	29%
Postage & delivery		18,682	19,000	318	2%
Promotional		603	2,000	1,397	70%
Subscriptions & periodicals		11,832	5,000	(6,832)	-137%
	\$	<u>277,777</u>	<u>\$ 324,000</u>	<u>\$ 46,223</u>	<u>14%</u>

IT - 6350

Compensation	\$	84,304	\$ 172,255	\$ 87,951	51%
Employee related expenses		18,796	37,230	18,434	50%
Communications		75,884	175,855	99,971	57%
Computer related items		31,026	30,000	(1,026)	-3%
Consultant fees & expenses		30,000	78,000	48,000	62%
Contracts/subcontracts		112,742	205,000	92,258	45%
Employee tuition waivers		-	200	200	100%
Licenses and fees		40,230	70,000	29,770	43%
Machine equip repairs and service		11,763	10,000	(1,763)	-18%
Memberships		-	730	730	100%
Office equipment		-	5,000	5,000	100%
Office supplies		-	300	300	100%
Other equipment & tools		5,450	10,000	4,550	46%
Registrations		-	3,000	3,000	100%
Travel and training		3,439	4,000	561	14%
	\$	<u>413,633</u>	<u>\$ 801,570</u>	<u>\$ 387,937</u>	<u>48%</u>

Tohono O'odham Community College
Unrestricted Expenses and Budget by Department
For the Nine Months Ended March 31, 2024
(Intended for Internal Management Purposes Only)

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

	25%	Year-to-Date Actual	2024 Annual Budget	Remaining Budget	Remaining %
Human Resources - 6700					
Compensation		\$ 122,069	\$ 162,028	\$ 39,959	25%
Employee related expenses		27,263	59,804	32,541	54%
Advertising		2,054	6,570	4,516	69%
Commuter allowance		1,409	1,800	391	22%
Employee tuition waivers		-	200	200	100%
Memberships		544	1,050	506	48%
Office supplies		524	360	(164)	-45%
Other professional fees		5,805	4,990	(815)	-16%
Recruiting		-	1,800	1,800	100%
Registrations		-	4,580	4,580	100%
Travel and training		1,034	6,718	5,684	85%
		<u>\$ 160,703</u>	<u>\$ 249,900</u>	<u>\$ 89,197</u>	<u>36%</u>
TOTAL INSTITUTIONAL SUPPORT		<u>\$ 1,789,306</u>	<u>\$ 2,618,878</u>	<u>\$ 829,572</u>	<u>32%</u>
OPERATIONS AND MAINTENANCE - 7100					
Compensation		\$ 409,906	\$ 521,096	\$ 111,190	21%
Employee related expenses		126,634	223,791	97,157	43%
Auto expenses		6,193	20,000	13,807	69%
Building rent		89,407	144,311	54,904	38%
Commuter allowance		1,345	1,800	455	25%
Contracts/subcontracts		82,250	100,000	17,750	18%
Custodial expense		28	17,500	17,472	100%
Employee tuition waivers		-	350	350	100%
Furniture and Fixtures		848	-	(848)	0%
Office supplies		-	1,500	1,500	100%
Travel and training		-	2,000	2,000	100%
Utilities		77,204	240,230	163,026	68%
Vehicle & building r&m		3,081	25,000	21,919	88%
Vehicle rental		55,986	110,000	54,014	49%
		<u>\$ 852,882</u>	<u>\$ 1,407,578</u>	<u>\$ 554,696</u>	<u>39%</u>
SUSTAINABILITY - 5160					
Compensation		\$ 97,923	\$ 130,969	\$ 33,046	25%
Employee related expenses		34,847	51,576	16,729	32%
Commuter allowance		1,345	1,800	455	25%
Contracts/subcontracts		-	1,000	1,000	100%
Employee tuition waivers		-	500	500	100%
Guest speakers/honorariums		100	-	(100)	0%
Meeting expense		412	1,500	1,088	73%
Mileage		-	600	600	100%
Office equipment		-	500	500	100%
Office supplies		857	1,500	643	43%
Printing		154	-	(154)	0%
Program supplies		216	-	(216)	0%
Registrations		-	1,000	1,000	100%
Travel and training		-	4,000	4,000	100%
TOTAL SUSTAINABILITY		<u>\$ 135,854</u>	<u>\$ 194,945</u>	<u>\$ 59,091</u>	<u>30%</u>

Tohono O'odham Community College
Unrestricted Expenses and Budget by Department
For the Nine Months Ended March 31, 2024
(Intended for Internal Management Purposes Only)

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

	25%	Year-to-Date Actual	2024 Annual Budget	Remaining Budget	Remaining %
Solar Program (5161)					
Compensation		\$ 35,813	\$ 68,145	\$ 32,332	47%
Employee related expenses		5,319	35,601	30,282	85%
Consultants		-	4,000	4,000	100%
Education supplies		2,685	15,000	12,315	82%
Employee tuition waivers		-	300	300	100%
Guest speakers		-	1,000	1,000	100%
Machine equipment repairs		-	1,000	1,000	100%
Meeting expense		-	1,000	1,000	100%
Memberships		-	1,200	1,200	100%
Mileage		-	1,500	1,500	100%
Office equipment		2,138	500	(1,638)	-328%
Other office supplies		-	1,000	1,000	100%
Registrations		895	1,500	605	40%
Travel and training		-	3,000	3,000	100%
TOTAL SOLAR		\$ 46,850	\$ 134,746	\$ 87,896	65%
TOTAL SUSTAINABILITY AND SOLAR		\$ 182,704	\$ 329,691	\$ 146,987	45%
STUDENT LIFE - 5150					
Compensation		\$ 317,996	\$ 386,184	\$ 68,188	18%
Employee related expenses		73,818	119,411	45,593	38%
Community & student events		1,217	5,000	3,783	76%
Commuter allowance		1,276	1,800	524	29%
Contracts/subcontracts		2,790	1,500	(1,290)	-86%
Employee tuition waivers		-	1,000	1,000	100%
Meeting expense		-	500	500	100%
Office supplies		-	1,500	1,500	100%
Program supplies		160	8,000	7,840	98%
Registrations		222	1,000	778	78%
Student meals		10,490	60,000	49,510	83%
Travel and training		124	3,000	2,876	96%
TOTAL STUDENT LIFE		\$ 408,093	\$ 588,895	\$ 180,802	31%
SAN CARLOS - 6900					
Cost of goods sold		\$ -	\$ 32,230	\$ 32,230	100%
ISC BIE annual funds		1,126,515	858,603	(267,912)	-31%
Tuition & fees		-	52,880	52,880	100%
TOTAL SAN CARLOS		\$ 1,126,515	\$ 943,713	\$ (182,802)	-19%

Tohono O'odham Community College
Unrestricted Expenses and Budget by Department
For the Nine Months Ended March 31, 2024
(Intended for Internal Management Purposes Only)

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

	25%	Year-to-Date Actual	2024 Annual Budget	Remaining Budget	Remaining %
CULINARY ARTS PROGRAM - 1498					
Compensation		\$ 19,676	\$ 55,620	\$ 35,944	65%
Employee related expenses		2,342	15,247	12,905	85%
Education supplies		1,486	10,500	9,014	86%
Employee tuition waivers		-	300	300	100%
Guest speakers/honorariums		-	500	500	100%
Licenses and fees		-	3,000	3,000	100%
Mileage		69	-	(69)	0%
Office supplies		-	1,000	1,000	100%
Printing		-	2,000	2,000	100%
Registrations		-	1,500	1,500	100%
Travel and training		-	4,000	4,000	100%
TOTAL CULINARY ARTS PROGRAM		\$ 23,574	\$ 93,667	\$ 70,093	75%
TOHONO KOSIN					
Compensation		\$ 26,366	\$ 63,500	\$ 37,134	58%
Employee related expenses		3,182	35,696	32,514	91%
Cleaning supplies		-	5,000	5,000	100%
Communications		-	1,200	1,200	100%
Contracts/subcontracts		-	5,000	5,000	100%
Education supplies		-	50,000	50,000	100%
Employee tuition waivers		-	600	600	100%
Equipment		-	10,000	10,000	100%
Licenses & fees		-	3,000	3,000	100%
Mach/equip repairs		-	10,000	10,000	100%
Mileage		-	500	500	100%
Office equipment		-	1,000	1,000	100%
Other office supplies		-	1,000	1,000	100%
Program supplies		-	55,000	55,000	100%
Registrations		-	300	300	100%
Travel		-	1,000	1,000	100%
TOTAL TOHONO KOSIN		\$ 29,548	\$ 242,796	\$ 213,248	88%
Grant match (1117/1526)		\$ 347	\$ 119,873	\$ 119,526	100%
TOTAL UNRESTRICTED		\$ 7,501,438	\$ 11,539,954	\$ 4,038,516	35%

TOHONO O'ODHAM COMMUNITY COLLEGE

Restricted Expenses and Budget by Project

For the Nine Months Ended March 31, 2024

Tohono O'odham Community College
Restricted Expenses and Budget by Project
For the Nine Months Ended March 31, 2024
(Intended for Internal Management Purposes Only)

	Grant Revenues / Expenses-to-Date			
	Actual	Grant Budget	Remaining Budget	Remaining %
SPONSORED PROJECTS				
NSF -TCUP Pathways to Indigenous STEM - 1114				
(9/1/18 - 8/31/23) NCE for 12 mos new end date 08/31/2024				
Restricted revenues:				
Federal government grants	\$ 1,631,664	\$ 2,514,278	\$ 882,614	35%
Restricted expenses:				
Compensation	1,054,585	1,243,273	188,688	15%
Employee related benefits	202,533	254,730	52,197	20%
Travel/professional development/registrations	12,061	43,200	31,139	72%
Memberships	1,750	1,800	50	3%
Consultants	221,090	200,000	(21,090)	-11%
Materials & supplies	25,322	47,800	22,478	47%
Publication costs/documentation/dissemination	-	3,500	3,500	100%
Stipends	52,700	-	(52,700)	0%
Honorariums	725	-	(725)	0%
Other direct costs	-	120,375	120,375	100%
Participant costs	16,199	51,140	34,941	68%
Indirect costs	335,765	520,528	184,763	35%
Registrations	8,885	15,000	6,115	41%
Total restricted expenses	1,931,614	2,501,346	569,732	23%
Excess (deficiency)	\$ (299,950)	\$ 12,932	\$ 312,882	
ANA Increase Technical Capacity - (1117) Federal Share				
(9/30/18 - 1/31/2024)				
Restricted revenues:				
Federal government grants	\$ 250,126	\$ 1,200,000	\$ 949,874	79%
Restricted expenses:				
Compensation	491,634	496,047	4,413	1%
Employee related benefits	91,084	138,894	47,810	34%
Travel/professional Development	13,490	25,188	11,698	46%
Commuter allowance	4,403	-	(4,403)	0%
Advertising & promotion	850	-	(850)	0%
Tuition/books	5,501	18,189	12,688	70%
Communication data service	-	14,400	14,400	100%
Office supplies/program support	153,449	188,847	35,398	19%
Meeting expenses	8,156	-	(8,156)	0%
Indirect costs charged to TOCC match	-	235,335	235,335	100%
Other equipment & tools	-	-	-	0%
Computers/GIS devices/printer	55,501	64,200	8,699	14%
Total restricted expenses	824,067	1,181,100	357,033	30%
Excess (deficiency)	\$ (573,941)	\$ 18,900	\$ 592,841	

Tohono O'odham Community College
Restricted Expenses and Budget by Project
For the Nine Months Ended March 31, 2024
(Intended for Internal Management Purposes Only)

	Grant Revenues / Expenses-to-Date			
	Actual	Grant Budget	Remaining Budget	Remaining %
AICF AT&T TCU BRAIDING Success Project (1118)				
(Until all funds are expended)				
Restricted revenues:				
Grant from other sources	\$ 167,200	\$ 168,630	\$ 1,430	1%
Restricted expenses:				
Compensation	26,320	35,520	9,200	26%
Employee related benefits	2,013	2,718	705	26%
Travel	17,032	10,406	(6,626)	-64%
Transportation	877	1,406	529	38%
Meeting expenses	20,628	20,448	(180)	-1%
Contracts/subcontracts	5,250	250	(5,000)	-2000%
Tuition & fees	13,079	1,920	(11,159)	-581%
Stipends	1,600	6,600	5,000	76%
Participant support	736	-	(736)	0%
Honorariums/speakers	6,131	3,666	(2,465)	-67%
Programming & supplies	36,251	7,684	(28,567)	-372%
Awards/gifts	9,580	5,952	(3,628)	-61%
Total restricted expenses	139,496	96,570	(42,926)	-44%
Excess (deficiency)	\$ 27,704	\$ 72,060	\$ 44,356	
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	811,556	598,680	(212,876)	-36%
Employee related benefits	213,466	179,172	(34,294)	-19%
Commuter allowance	11,769	-	(11,769)	0%
Consultants	14,940	45,000	30,060	67%
Meeting expense	5,028		(5,028)	0%
Participant support	898		(898)	0%
Promotion/advertising	130		(130)	0%
Program meals/supplies/honorariums	7,277	25,400	18,123	71%
Computer equipment	3,964	-	(3,964)	0%
Total restricted expenses	1,069,028	848,252	(220,776)	-26%
Excess (deficiency)	\$ (469,028)	\$ 51,748	\$ 520,776	

Tohono O'odham Community College
Restricted Expenses and Budget by Project
For the Nine Months Ended March 31, 2024
(Intended for Internal Management Purposes Only)

	Grant Revenues / Expenses-to-Date			
	Actual	Grant Budget	Remaining Budget	Remaining %
Dollar General Native Americans Stepping Forward (GED) (1127)				
(8/1/22 - 6/30/23)				
Restricted revenues:				
Grant from other sources	\$ 195,000	\$ 50,000	\$ (145,000)	-290%
Restricted expenses:				
Compensation	84,978	8,500	(76,478)	-900%
Employee related expenses	6,501	500	(6,001)	-1200%
Travel (field trips)/professional dev/membership	2,790	6,100	3,310	54%
Communications (hot spots)	40	2,480	2,440	98%
Memberships	85	-	(85)	0%
Mileage	-	6,000	6,000	100%
Education materials/supplies /testing	48,263	19,620	(28,643)	-146%
Computer equipment	25,558	6,800	(18,758)	-276%
Awards & gifts	8,175	-	(8,175)	0%
Total restricted expenses	176,390	50,000	(126,390)	-253%
Excess (deficiency)	\$ 18,610	\$ -	\$ (18,610)	
AICF AT & T Digitized Career Success Program (1128)				
(7/1/22 - 7/31/23)				
Restricted revenues:				
Grant from other sources	\$ 150,000	\$ 150,000	\$ -	0%
Restricted expenses:				
Compensation	-	75,000	75,000	100%
Employee related expenses	-	-	-	0%
Travel (field trips)/professional dev/membership	18,978	-	(18,978)	0%
Communications (hot spots)	-	-	-	0%
Meeting expense	16,288	-	(16,288)	0%
Mileage	-	-	-	0%
Education materials/supplies /testing	12,740	-	(12,740)	0%
Computer equipment	-	-	-	0%
Awards & gifts	17,230	75,000	57,770	77%
Total restricted expenses	65,236	150,000	84,764	57%
Excess (deficiency)	\$ 84,764	\$ -	\$ (84,764)	
AICF Faculty Professional Development (1129)				
(11/7/22 -7/31/2023)				
Restricted revenues:				
Grant from other sources	\$ 7,000	\$ 7,000	\$ -	0%
Restricted expenses:				
Professional development	5,870	7,000	1,130	16%
Total restricted expenses	5,870	7,000	1,130	16%
Excess (deficiency)	\$ 1,130	\$ -	\$ (1,130)	

Tohono O'odham Community College
Restricted Expenses and Budget by Project
For the Nine Months Ended March 31, 2024
(Intended for Internal Management Purposes Only)

	Grant Revenues / Expenses-to-Date			
	Actual	Grant Budget	Remaining Budget	Remaining %
O'odham Language Ctr Approp-TON (1131)				
(10/1/23 -9/30/28)				
Restricted revenues:				
Grant from other sources	\$ 497,427	\$ 497,427	\$ -	0%
Restricted expenses:				
Compensation	21,647	222,828	201,181	90%
Employee related expenses	2,826	70,191	67,364	96%
Computer equipment	-	110,000	110,000	100%
Mileage	-	2,000	2,000	100%
Travel	232	-	(232)	0%
Printing	-	5,000	5,000	100%
Promotion/advertising	899	20,000	19,101	96%
Consultant fees	-	25,000	25,000	100%
Office supplies	-	3,000	3,000	100%
Other Supplies	-	-	-	0%
Meeting expense	152	10,000	9,848	98%
Honorariums	-	9,408	9,408	100%
Program supplies	-	20,000	20,000	100%
	-	-	-	0%
Total restricted expenses	25,757	497,427	471,670	95%
Excess (deficiency)	\$ 471,670	\$ -	\$ (471,670)	
NIST/NTIA Connecting Communiities 1140				
(11/1/22 -10/31/24)				
Restricted revenues:				
Grant from other sources	\$ 226,986	\$ 1,912,357	\$ 1,685,371	88%
Restricted expenses:				
Compensation	135,094	441,580	306,486	69%
Employee related expenses	29,098	158,970	129,872	82%
Travel	6,073	2,400	(3,673)	-153%
Mileage	-	157,080	157,080	100%
Supplies	138,409	459,700	321,291	70%
Consultants	4,600	-	(4,600)	0%
Contracts	-	363,300	363,300	100%
Indirect	48,257	329,327	281,070	85%
Total restricted expenses	361,530	1,912,357	1,550,827	81%
Excess (deficiency)	\$ (134,545)	\$ -	\$ 134,545	
NEH/ATALMA RevitalizeTO Oral History (1150)				
3/1/2022 - 2/28/2023 extended to 7/31/2023				
Restricted revenues:				
Grant from other sources	\$ 22,668	\$ 49,790	\$ 27,122	54%
Restricted expenses:				
Compensation	4,734	23,328	18,594	80%
Employee Related Expenses	354	2,135	1,781	83%
Consultants	19,800	19,800	-	0%
Indirect costs	2,489	4,527	2,038	45%
Total restricted expenses	27,377	49,790	22,413	45%
Excess (deficiency)	\$ (4,709)	\$ -	\$ 4,709	

Tohono O'odham Community College
Restricted Expenses and Budget by Project
For the Nine Months Ended March 31, 2024
(Intended for Internal Management Purposes Only)

	Grant Revenues / Expenses-to-Date			
	Actual	Grant Budget	Remaining Budget	Remaining %
TEA Center: Reclaiming the O'odham Language (1151)				
04/01/2023-03/31/2024				
Restricted revenues:				
Grant from other sources	\$ -	\$ 1,000,000	\$ 1,000,000	100%
Restricted expenses:				
Compensation	110,892	146,360	35,468	24%
Employee Related Expenses	23,372	46,250	22,878	49%
Travel	1,622	12,045	10,423	87%
Stipends	2,540	316,718	314,178	99%
Printing	2,572	36,000	33,428	93%
Equipment	-	1,500	1,500	100%
Consulting fees	47,566	153,657	106,091	69%
Meeting expense	13,269	33,830	20,561	61%
Honorariums	8,783	20,000	11,217	56%
Contracts/subcontracts	-	3,600	3,600	100%
Participant Support	2,527	-	(2,527)	0%
Program supplies	21,078	113,200	92,122	81%
Indirect costs	-	116,840	116,840	100%
Total restricted expenses	234,221	1,000,000	765,779	77%
Excess (deficiency)	\$ (234,221)	\$ -	\$ 234,221	
AICF Community Based Native Arts Learning Sharing (1216)				
6/15/2022 - 4/30/2023				
Restricted revenues:				
Grant from other sources	\$ 35,000	\$ 9,000	\$ (26,000)	-289%
Restricted expenses:				
Compensation	-	-	-	0%
Employee related expenses	-	-	-	0%
Travel/gas/mileage	6,726	1,296	(5,430)	-419%
Meetings	3,153	3,429	276	8%
Other Professional fees	9,150	-	(9,150)	0%
Stipends	8,750	4,275	(4,475)	-105%
Program supplies	4,893	-	(4,893)	0%
Total restricted expenses	32,673	9,000	(23,673)	-263%
Excess (deficiency)	\$ 2,328	\$ -	\$ (2,328)	
AICF Pres Fund Lang/Cultural/HW6/22-5/24 (1218)				
6/1/2022 - 5/31/2024				
Restricted revenues:				
Grant from other sources	\$ 100,000	\$ 100,000	\$ -	0%
Restricted expenses:				
Other professional fees	3,110	-	(3,110)	0%
Education supplies	-	-	-	0%
Office supplies	-	-	-	0%
Meeting expenses	6,522	100,000	93,478	93%
Guest speakers/honorariums	1,100	-	(1,100)	0%
Program incentives	8,026	-	(8,026)	0%
Program supplies	9,020	-	(9,020)	0%
Total restricted expenses	27,777	100,000	72,223	72%
Excess (deficiency)	\$ 72,223	\$ -	\$ (72,223)	

Tohono O'odham Community College
Restricted Expenses and Budget by Project
For the Nine Months Ended March 31, 2024
(Intended for Internal Management Purposes Only)

Grant Revenues / Expenses-to-Date				
	Actual	Grant Budget	Remaining Budget	Remaining %
AICF Community Aid for Student Success (1222)-(CASS)				
1/1/2021 - 10/31/2021				
Restricted revenues:				
Grant from other sources	\$ 48,000	\$ 48,000	\$ -	0%
Restricted expenses:				
Compensation	-	3,717	3,717	100%
Employee related expenses	-	283	283	100%
Office supplies	7,610	2,000	(5,610)	-281%
Stipends	7,250	26,000	18,750	72%
Education/program supplies	2,181	8,500	6,319	74%
Office equipment/computers	22,227	7,500	(14,727)	-196%
Total restricted expenses	39,268	48,000	8,732	18%
Excess (deficiency)	\$ 8,732	\$ -	\$ (8,732)	
AICF 2023 Summer Success Conference				
04/01/2023 - 06/30/2023				
Restricted revenues:				
Grant from other sources	\$ 10,000	\$ 10,000	\$ -	0%
Restricted expenses:				
Transportation	1,713	1,713	-	0%
Stipends	-	4,000	4,000	100%
Promotion/advertising	2,587	2,894	307	11%
Meeting expenses	1,429	1,393	(35)	-3%
Total restricted expenses	5,728	10,000	4,272	43%
Excess (deficiency)	\$ 4,272	\$ -	\$ (4,272)	
I-WE:MTA (Working Together)				
07/05/2023 - 05/31/2024				
Restricted revenues:				
Grant from other sources	\$ 20,000	\$ 20,000	\$ -	0%
Restricted expenses:				
Travel/mileage	7,650	9,528	1,878	20%
Registration	-	1,100	1,100	100%
Promotion/advertising	-	1,172	1,172	100%
Consultant fees	-	7,200	7,200	100%
Meeting expenses	-	1,000	1,000	100%
Total restricted expenses	7,650	20,000	12,350	62%
Excess (deficiency)	\$ 12,350	\$ -	\$ (12,350)	

Tohono O'odham Community College
Restricted Expenses and Budget by Project
For the Nine Months Ended March 31, 2024
(Intended for Internal Management Purposes Only)

	Grant Revenues / Expenses-to-Date			
	Actual	Grant Budget	Remaining Budget	Remaining %
BIA 93-638 - Occupational Training TCCU -(1301)				
Program Revenue and Costs				
(July 01, 2019 - June 30, 2025)				
Restricted revenues:				
Federal government grants	\$ 636,740	\$ 200,000	\$ (436,740)	-218%
Restricted expenses:				
Compensation	83,789	200,000	116,211	58%
Employee related expenses	(40)	-	40	0%
Total restricted expenses	83,748	200,000	116,252	58%
Excess (deficiency)	\$ 552,992	\$ -	\$ (552,951)	
BIA 93-638 - Occupational Training TCCU -(1302)				
Program Revenue and Costs				
(July 01, 2019 - June 30, 2025)				
Restricted revenues:				
Federal government grants	\$ 162,234	\$ 300,000	\$ 137,766	46%
Restricted expenses:				
Compensation	3,824	-	(3,824)	0%
Employee related expenses	8,710	175,000	166,290	95%
Mileage	-	5,000	5,000	100%
Supplies/other program cost	-	25,000	25,000	100%
Consultants/contracts	34,885	95,000	60,115	63%
Total restricted expenses	47,420	300,000	252,580	84%
Excess (deficiency)	\$ 114,814	\$ -	\$ (114,814)	
Better Way Foundation (1303)				
Program Revenue and Costs				
(January 01, 2022- December 31, 2022)				
Restricted revenues:				
Grant from other sources	\$ 80,400	\$ 80,400	\$ -	0%
Restricted expenses:				
Travel	3,875	13,000	9,125	70%
Mileage	-	2,000	2,000	100%
Postage and delivery	-	1,000	1,000	100%
Printing	-	13,000	13,000	100%
Promotion advertising	-	2,592	2,592	100%
Professional fees	11,114	16,100	4,986	31%
Office supplies	455	3,000	2,545	85%
Meeting expense	2,910	6,135	3,225	53%
Program supplies/materials	-	6,480	6,480	100%
Indirect costs	-	17,093	17,093	100%
Total restricted expenses	18,354	80,400	62,046	77%
Excess (deficiency)	\$ 62,046	\$ -	\$ (62,046)	

Tohono O'odham Community College
Restricted Expenses and Budget by Project
For the Nine Months Ended March 31, 2024
(Intended for Internal Management Purposes Only)

	Grant Revenues / Expenses-to-Date			
	Actual	Grant Budget	Remaining Budget	Remaining %
HHS ANA O'odham Language & Materials Project (1310)				
9/1/21 - 9/1/24				
Restricted revenues:				
Federal government grants	\$ -	\$ 82,609	\$ 82,609	100%
Restricted expenses:				
Office supplies	4,398	6,666	2,268	34%
Mileage	-	2,088	2,088	100%
Program supplies	2,531	10,452	7,921	76%
Professional fees	-	10,400	10,400	100%
Indirect costs	-	9,545	9,545	100%
Other equipment & tools	5,821	5,744	(77)	-1%
Total restricted expenses	12,750	44,895	32,145	72%
Excess (deficiency)	\$ (12,750)	\$ 37,714	\$ 50,464	
AZ TPT State Construction Needs Funding - (1400)				
(July 1, 2017 - June 30, 2037)				
Restricted revenues:				
State government grants	\$ 2,100,256	\$ 3,120,000	\$ 1,019,744	33%
Restricted expenses:				
Contracts/subcontracts	337,515	3,120,000	2,782,485	89%
Equipment rental	1,130	-	(1,130)	0%
Construction supplies	476,504	-	(476,504)	0%
Bank charges	106	-	(106)	0%
Total restricted expenses	815,255	3,120,000	2,304,745	74%
Excess (deficiency)	\$ 1,285,000	\$ -	\$ (1,285,000)	
Workforce Development - (1401)				
(July 1, 2017 - June 30, 2021)				
Restricted revenues:				
Grant from other sources	\$ 1,186,848	\$ 897,810	\$ (289,038)	-32%
State government grants	313,979	-	(313,979)	0%
Restricted expenses:				
Compensation	391,360	-	(391,360)	0%
Employee related expenses	83,900	-	(83,900)	0%
Commuter allowance	3,359	-	(3,359)	0%
Printing	216	-	(216)	0%
Vehicle rental	60,346	-	(60,346)	0%
Office supplies	22,758	-	(22,758)	0%
Office supplies	270	-	(270)	0%
Communications	3,308	-	(3,308)	0%
Meeting expense	13,687	-	(13,687)	0%
Stipends	483,552	-	(483,552)	0%
Training	42,521	-	(42,521)	0%
Subscriptions/periodicals	6,346	-	(6,346)	0%
Office equipment	13,285	-	(13,285)	0%
Computer equipment	8,433	-	(8,433)	0%
Contracts/subcontracts	939,767	897,810	(41,957)	-5%
Construction materials	4,751	-	(4,751)	0%
Total restricted expenses	2,077,859	897,810	(1,180,049)	-131%
Excess (deficiency)	\$ (577,032)	\$ -	\$ 577,032	

Tohono O'odham Community College
Restricted Expenses and Budget by Project
For the Nine Months Ended March 31, 2024
(Intended for Internal Management Purposes Only)

	Grant Revenues / Expenses-to-Date			
	Actual	Grant Budget	Remaining Budget	Remaining %
Univ of AZ NASA Space Grant - (1402)				
(12/14/16 -12/13/22)				
Restricted revenues:				
State government grants	\$ 35,500	\$ 29,500	\$ (6,000)	-20%
Restricted expenses:				
Stipends	3,000	-	(3,000)	0%
Program supplies	24,116	29,500	5,384	18%
Total restricted expenses	27,116	29,500	2,384	8%
Excess (deficiency)	\$ 8,384	\$ -	\$ (8,384)	
U of A Haury Program A Student's Journey - (1406)				
(7/1/21 - 6/30/23)				
Restricted revenues:				
State government grants	\$ 335,838	\$ 315,206	\$ (20,632)	-7%
Restricted expenses:				
Compensation	189,960	129,000	(60,960)	-47%
Employee related expenses	28,717	40,764	12,047	30%
Events	-	10,104	10,104	100%
Travel	11,667	3,338	(8,329)	-250%
Office/education supplies	2,139	6,000	3,861	64%
Meeting expenses	17,288	30,000	12,712	42%
Honorariums/guest speakers	8,500	6,000	(2,500)	-42%
Awards & gifts	47,967	6,000	(41,967)	-699%
Stipends	32,150	90,000	57,850	64%
Total restricted expenses	338,388	321,206	(17,182)	-5%
Excess (deficiency)	\$ (2,550)	\$ (6,000)	\$ (3,450)	
AZ State TOCC Remedial Education				
2023-2024 Academic Year				
Restricted revenues:				
State government grants	\$ 1,500,000	\$ 2,000,000	\$ 500,000	25%
Restricted expenses:				
Compensation	-	-	-	0%
Employee related expenses	-	-	-	0%
Events	-	-	-	0%
Travel	-	-	-	0%
Office/education supplies	-	-	-	0%
Meeting expenses	-	-	-	0%
Honorariums/guest speakers	-	-	-	0%
Awards & gifts	-	-	-	0%
Stipends	-	-	-	0%
Total restricted expenses	-	-	-	0%
Excess (deficiency)	\$ 1,500,000	\$ 2,000,000	\$ 500,000	

Tohono O'odham Community College
Restricted Expenses and Budget by Project
For the Nine Months Ended March 31, 2024
(Intended for Internal Management Purposes Only)

Grant Revenues / Expenses-to-Date				
	Actual	Grant Budget	Remaining Budget	Remaining %
NAAF Horseshoeing Program (1414)				
11/1/23-10/31/24				
Restricted revenues:				
Grant from other sources	\$ 172,866	\$ 192,073	\$ 19,207	10%
Restricted expenses:				
Equipment	-	39,503	39,503	100%
Travel	-	16,784	16,784	100%
Auto expense	-	4,300	4,300	100%
Printing	-	1,000	1,000	100%
Insurance-liability	-	5,000	5,000	100%
Membership	-	1,140	1,140	100%
Consultant fees	11,442	65,394	53,952	83%
Educational supplies	-	900	900	100%
Other supplies	-	5,374	5,374	100%
Meeting expense	340	2,000	1,660	83%
Subscription/periodicals	-	1,000	1,000	100%
Program supplies	-	32,503	32,503	100%
Indirect contract expense	-	17,176	17,176	100%
Total restricted expenses	11,781	192,073	180,292	94%
Excess (deficiency)	\$ 161,084	\$ -	\$ (161,084)	
NIFA Equity Planting the Seeds of Culture & Food 1421)				
(9/1/2022 - 8/31/2026)				
Restricted revenues:				
Grant from other sources	\$ -	\$ 157,142	\$ 157,142	100%
Restricted expenses:				
Compensation	64,684	69,038	4,354	6%
Employee related expenses	16,594	20,449	3,855	19%
Commuter allowance	138	20,449	20,311	99%
Indirect	-	33,408	33,408	100%
Consultants	-	3,200	3,200	100%
Materials	-	11,049	11,049	100%
Stipends	-	20,000	20,000	100%
Total restricted expenses	81,416	177,593	96,177	54%
Excess (deficiency)	\$ (81,416)	\$ (20,451)	\$ 60,965	
BIE TCU Facilities & Improvements (1430) PL 116-260 (1430)				
(4/15/2020 -6/30/2024)				
Restricted revenues:				
Federal government grants	\$ 1,314,285	\$ 857,142	\$ (457,143)	-53%
Restricted expenses:				
Construction Supplies	52,612	-	(52,612)	0%
Program supplies	90,928	-	(90,928)	0%
Equipment	81,468	-	(81,468)	0%
Consultants	800	-	(800)	0%
Other structural improvements	337,409	857,142	519,733	61%
Total restricted expenses	563,217	857,142	293,925	34%
Excess (deficiency)	\$ 751,068	\$ -	\$ (751,068)	

Tohono O'odham Community College
Restricted Expenses and Budget by Project
For the Nine Months Ended March 31, 2024
(Intended for Internal Management Purposes Only)

	Grant Revenues / Expenses-to-Date			
	Actual	Grant Budget	Remaining Budget	Remaining %
NIFA Endowment - (20-1502)				
(Sept 1, 2020- Aug 31, 2023)				
Restricted revenues:				
Federal government grants	\$ 513,239	\$ 243,073	\$ (270,166)	-111%
Restricted expenses:				
Travel/professional development	2,093	-	(2,093)	0%
Printing	9,625	-	(9,625)	0%
Moving expenses	5,000	-	(5,000)	0%
Communications	2,318	-	(2,318)	0%
Vehicle rental	34,773	-	(34,773)	0%
Promotion/advertising	35,951	36,000	49	0%
Consultants/professionals	198,175	86,677	(111,498)	-129%
Building materials	1,689	-	(1,689)	0%
Registrations	9,840	-	(9,840)	0%
Meeting expense	6,129	7,500	1,371	18%
Staff development	2,000	-	(2,000)	0%
Program supplies	68,425	96,000	27,575	29%
Other structural improvements	810	-	(810)	0%
Office supplies	-	7,500	7,500	100%
Furniture and fixtures	5,087	-	(5,087)	0%
Computer equipment	-	9,396	9,396	100%
Total restricted expenses	381,915	243,073	(138,842)	-57%
Excess (deficiency)	\$ 131,324	\$ -	\$ (131,324)	
NIFA Education Sustainable Tomorrow - (20-1508)				
(Sept 1, 2018- Aug 31, 2022)				
Restricted revenues:				
Federal government grants	\$ 336,327	\$ 442,259	\$ 105,932	24%
Restricted expenses:				
Compensation	279,856	315,345	35,489	11%
Employee related expenses	55,879	40,165	(15,714)	-39%
Commuter allowance	2,631	1,606	(1,025)	-64%
Consultants	3,500	1,606	(1,894)	-118%
Program supplies	91	-	(91)	0%
Participant support	-	-	-	0%
Indirect cost	54,350	85,143	30,794	36%
Total restricted expenses	396,306	443,865	47,559	11%
Excess (deficiency)	\$ (59,979)	\$ (1,606)	\$ 58,373	
USDA Furniture Arts & Science (20-1509)				
(Aug 1, 2021- July 30, 2026)				
Restricted revenues:				
Federal government grants	\$ -	\$ 166,200	\$ 166,200	100%
Restricted expenses:				
Furniture	170,131	166,200	(3,931)	-2%
Total restricted expenses	170,131	166,200	(3,931)	-2%
Excess (deficiency)	\$ (170,131)	\$ -	\$ 170,131	

Tohono O'odham Community College
Restricted Expenses and Budget by Project
For the Nine Months Ended March 31, 2024
(Intended for Internal Management Purposes Only)

	Grant Revenues / Expenses-to-Date			
	Actual	Grant Budget	Remaining Budget	Remaining %
USDA Disaster Relief Health & Wellness (1526)				
(May 12, 2021- May 12, 2026)				
Restricted revenues:				
Federal government grants	\$ -	\$ 99,975	\$ 99,975	100%
Other tools/structural improvements	121,284	99,975	(21,309)	-21%
Total restricted expenses	121,284	99,975	(21,309)	-21%
Excess (deficiency)	\$ (121,284)	\$ -	\$ 121,284	
USDA NIFA Extension Capacity (20-1531)				
(Sept 1, 2018- Aug 31, 2022)				
Restricted revenues:				
Federal government grants	\$ 171,280	\$ 177,238	\$ 5,958	3%
Compensation	166,922	99,528	(67,394)	-68%
Employee related benefits	51,206		(51,206)	0%
Travel/ per diem/ lodging/registrations	1,053	2,198	1,145	52%
Youth programs	-	8,000	8,000	100%
Other participant/trainee support costs	-	13,312	13,312	100%
Workshops	-	4,000	4,000	100%
Education and program supplies	49,730	11,500	(38,230)	-332%
Stipends	1,604	2,700	1,096	41%
Equipment	-	36,000	36,000	100%
Total restricted expenses	270,515	177,238	(93,277)	-53%
Excess (deficiency)	\$ (99,235)	\$ -	\$ 99,235	
NIFA Extension Capacity Bldg Together III - (20-1541)				
(Sept 1, 2018- Aug. 31, 2023)				
Restricted revenues:				
Federal government grants	\$ 323,449	\$ 660,000	\$ 336,551	51%
Grant from other sources	1,500	1,500	-	0%
Restricted expenses:				
Compensation	504,282	283,000	(221,282)	-78%
Employee related expenses	108,165	65,980	(42,185)	-64%
Travel	10,205	12,960	2,755	21%
Registration	5,812	760	(5,052)	-665%
Equipment rental	510	-	(510)	0%
Consultants	200	1,800	1,600	89%
Honorariums	-	2,000	2,000	100%
Meeting expense	2,999	-	(2,999)	0%
Program materials & supplies	36,873	6,120	(30,753)	-503%
Total restricted expenses	669,047	372,620	(296,427)	-80%
Excess (deficiency)	\$ (344,098)	\$ 288,880	\$ 632,978	

Tohono O'odham Community College
Restricted Expenses and Budget by Project
For the Nine Months Ended March 31, 2024
(Intended for Internal Management Purposes Only)

	Grant Revenues / Expenses-to-Date			
	Actual	Grant Budget	Remaining Budget	Remaining %
NIFA Extension Sovereign O'oidag for SovereNation (1542)				
(Sept 1, 2022- Aug. 31, 2026)				
Restricted revenues:				
Federal government grants	\$ -	\$ 246,000	\$ 246,000	100%
Restricted expenses:				
Compensation	77,183	152,287	75,104	49%
Employee related expenses	8,450	47,210	38,760	82%
Travel	12,648	11,250	(1,398)	-12%
Stipends	-	8,800	8,800	100%
Meals		6,000	6,000	100%
Materials and supplies	27,649	17,253	(10,396)	-60%
Consultants	-	3,200	3,200	100%
Total restricted expenses	125,930	246,000	120,070	49%
Excess (deficiency)	\$ (125,930)	\$ -	\$ 125,930	
2019 USDA TCIE Campus Community Facilities (20-1621)				
(10/2/19-9/2/24)				
Restricted revenues:				
Federal government grants	\$ 102,436	\$ 137,702	\$ 35,266	26%
Restricted expenses:				
Excavation	-	36,000	36,000	100%
Excavation TOCC	-	6,250	6,250	100%
Utility Infrastructure	55,296	64,700	9,404	15%
Concrete	54,387	31,000	(23,387)	-75%
Framing	-	6,002	6,002	100%
Framing TOCC	-	997	997	100%
Total restricted expenses	109,683	144,949	35,266	24%
Excess (deficiency)	\$ (7,247)	\$ (7,247)	\$ -	
2018 USDA TCIE Campus Solar Project (20-1622)				
(10/2/19- 9/2/2024)				
Restricted revenues:				
Federal government grants	\$ -	\$ 129,000	\$ 129,000	100%
TOCC Match	-	-	-	0%
Restricted expenses:				
Other costs to complete /consultants	101,655	-	(101,655)	0%
Consultants	-	-	-	0%
Equipment and construction costs	27,435	129,000	101,565	79%
Total restricted expenses	129,090	129,000	(90)	0%
Excess (deficiency)	\$ (129,090)	\$ -	\$ 129,090	
2018 USDA TCIE Campus Solar Project Match (10-1622)				
Restricted expenses:				
Equipment and construction costs	6,450	6,450	-	0%
Total restricted expenses	6,450	6,450	-	0%
Excess (deficiency)	\$ (6,450)	\$ (6,450)	\$ -	

Tohono O'odham Community College
Restricted Expenses and Budget by Project
For the Nine Months Ended March 31, 2024
(Intended for Internal Management Purposes Only)

	Grant Revenues / Expenses-to-Date			
	Actual	Grant Budget	Remaining Budget	Remaining %
2020 USDA TCI Wellness Ctr (20-1628)				
(9/11/20- 8/31/25)				
Restricted revenues:				
Federal government grants	\$ -	\$ 181,367	\$ 181,367	100%
Restricted expenses:				
Equipment and construction costs	-	181,367	181,367	100%
Total restricted expenses	-	181,367	181,367	100%
Excess (deficiency)	\$ -	\$ -	\$ -	
Title III Part A Our Circle of Strength - (20-1632)				
(Oct. 1, 2020 - Sept. 30, 2025)				
Restricted revenues:				
Federal government grants	\$ 2,121,052	\$ 6,559,520	\$ 4,438,468	68%
Restricted expenses:				
Compensation	1,134,044	1,520,000	385,956	25%
Employee related expenses	262,041	420,000	157,959	38%
Travel expense	-	86,000	86,000	100%
Commuter allowance	6,255	-	(6,255)	0%
Vehicle rental	4,825	-	(4,825)	0%
Consultant fees and expenses	36,050	200,000	163,950	82%
Education supplies and outreach	133	36,000	35,867	100%
Office supplies	6,052	-	(6,052)	0%
Registrations	75	-	(75)	0%
Contracts/subcontracts	24,121	-	(24,121)	0%
Other structural Improvements	811,199	3,619,520	2,808,321	78%
Office equipment	24,671	100,000	75,329	75%
Other	169	578,000	577,831	100%
Total restricted expenses	2,309,636	6,559,520	4,249,884	65%
Excess (deficiency)	\$ (188,584)	\$ -	\$ 188,584	
Title III Part F Honoring Yesterday to Build Tom. - (20-1642)				
(Oct. 1, 2020 - Sept. 30, 2025)				
Restricted revenues:				
Federal government grants	\$ 1,921,665	\$ 4,655,008	\$ 2,733,343	59%
Restricted expenses:				
Other structural Improvements	2,259,988	4,655,008	2,395,020	51%
Total restricted expenses	2,259,988	4,655,008	2,395,020	51%
Excess (deficiency)	\$ (338,323)	\$ -	\$ 338,323	
American Rescue Plan Fund (ARP) BIE PL 117-2 (1680)				
(July 1, 2019 - June 30, 2024)				
Restricted revenues:				
Federal government grants	\$ 5,581,278	\$ 5,581,278	\$ -	0%
Restricted expenses:				
Student assistance	-	5,581,278	5,581,278	100%
Total restricted expenses	-	5,581,278	5,581,278	100%
Excess (deficiency)	\$ 5,581,278	\$ -	\$ (5,581,278)	

Tohono O'odham Community College
Restricted Expenses and Budget by Project
For the Nine Months Ended March 31, 2024
(Intended for Internal Management Purposes Only)

	Grant Revenues / Expenses-to-Date			
	Actual	Grant Budget	Remaining Budget	Remaining %
TO Gaming Back to Campus Daily Meals and Archery Range (1716)				
May 27, 2022 - Until funds expended)				
Restricted revenues:				
Grant from other sources	\$ 9,247	\$ 9,247	\$ -	0%
Restricted expenses:				
Meals	-	7,400	7,400	100%
Archery costs	-	1,847	1,847	100%
Total restricted expenses	-	9,247	9,247	100%
Excess (deficiency)	\$ 9,247	\$ -	\$ (9,247)	
Community of Practice - (20-1720)				
(July 1, 2022 - June 30, 2023)				
Restricted revenues:				
Grant from other sources	\$ 87,098	\$ 108,000	\$ 20,902	19%
Restricted expenses:				
Compensation	21,205	45,501	24,296	53%
Employee related expenses	8,704	12,285	3,581	29%
Travel	-	-	-	0%
Scholarships	-	1,129	1,129	100%
Registrations	-	-	-	0%
Vehicle rental	3,306	-	(3,306)	0%
Office supplies	-	500	500	100%
Meeting expense	-	5,100	5,100	100%
Staff development	-	5,015	5,015	100%
Advertising/printing	-	489	489	100%
Contracts/subcontracts	(6,400)	27,245	33,645	123%
Consultants	950	900	(50)	-6%
Program supplies & materials	-	800	800	100%
Indirect costs	2,477	9,036	6,559	73%
Total restricted expenses	30,242	108,000	77,758	72%
Excess (deficiency)	\$ 56,855	\$ -	\$ (56,855)	
Project Success Ascendium (1727)				
Emergency Aid/Paid Internship				
(Jan 1, 2020 - Dec 31, 2025)				
Restricted revenues:				
Grant from other sources	\$ 106,689	\$ 169,000	\$ 62,311	37%
Restricted expenses:				
Administrative costs emergency aid	3,910	9,000	5,090	57%
Administrative costs paid internship	3,480	30,000	26,520	88%
Student funds emergency aid	13,957	30,000	16,043	53%
Stipends	1,650	-	(1,650)	0%
Office supplies	-	-	-	0%
Student funds paid internship	20,844	100,000	79,156	79%
Meeting expense	2,571	-	(2,571)	0%
Total restricted expenses	46,412	169,000	122,588	73%
Excess (deficiency)	\$ 60,277	\$ -	\$ (60,277)	

Tohono O'odham Community College
Restricted Expenses and Budget by Project
For the Nine Months Ended March 31, 2024
(Intended for Internal Management Purposes Only)

	Grant Revenues / Expenses-to-Date			
	Actual	Grant Budget	Remaining Budget	Remaining %
Ed Stabilization Fund Covid 19 Assistance (20-8021)				
(July 1, 2019 - June 30, 2024)				
Restricted revenues:				
Federal government grants	\$ 5,299,721	\$ 4,910,968	\$ (388,753)	-8%
Restricted expenses:				
Compensation	-	-	-	0%
CARES ACT Higher Ed Emergency Relie	365,000	-	(365,000)	0%
Student ssistance	-	4,910,968	4,910,968	100%
Employee related expenses	128,846	-	(128,846)	0%
Consultants	38,602	-	(38,602)	0%
Staff development	46,000	-	(46,000)	0%
Book waivers	351,770	-	(351,770)	0%
Computer equipment	9,999	-	(9,999)	0%
Payment to SCAC	91,537	-	(91,537)	0%
Cleaning supplies	1,223	-	(1,223)	0%
Education supplies	22,954	-	(22,954)	0%
Total restricted expenses	1,055,930	4,910,968	4,220,038	86%
Excess (deficiency)	\$ 4,243,791	\$ -	\$ (4,608,791)	
TOTAL RESTRICTED EXPENSES				
Restricted revenues:				
Federal government grants	\$ 20,365,496	\$ 29,343,617	\$ 8,978,121	31%
State government grants	4,285,573	5,464,706	1,179,133	22%
Grant from other sources	3,723,928	6,537,376	2,813,448	43%
Total Restricted Revenues	\$ 28,374,997	\$ 41,345,699	\$ 12,970,702	31%
Restricted expenses:	\$ 17,133,546	\$ 38,905,219	\$ 21,771,673	56%
Excess (deficiency)	\$ 11,241,451	\$ 2,440,480	\$ (8,800,971)	

Tohono O'odham Community College
Restricted Expenses and Budget by Project
For the Nine Months Ended March 31, 2024
(Intended for Internal Management Purposes Only)

	Grant Revenues / Expenses-to-Date			
	Actual	Grant Budget	Remaining Budget	Remaining %
STUDENT FINANCIAL AID				
Scholarships- 21-8010 AICF (July1, 2021 - June 30, 2022)				
Restricted revenues:				
Scholarship Award	\$ 1,447,622	\$ 242,904	\$ (1,204,718)	-496%
Restricted expenses:				
Travel/meeting/office expense	300	5,185	4,885	94%
Program supplies	744	-	(744)	0%
Scholarships	1,449,056	395,552	(1,053,504)	-266%
Total restricted expenses	1,450,100	400,737	(1,049,363)	-262%
Excess (deficiency)	\$ (2,478)	\$ (157,833)	\$ (155,355)	
Dept of Ed Cares Act Title III TCU Fund 7/13/20-6/30/23 (20-8026)				
Restricted revenue:				
Federal government grants	\$ 4,017,314	\$ 7,001,292	\$ 2,983,978	43%
Restricted expenses:				
Compensation	380,906	-	(380,906)	0%
Employee related expenses	25,513	-	(25,513)	0%
SCAC grants to or expenditures for students	48,000	274,665	226,665	83%
Postage & delivery	17,051	-	(17,051)	0%
Communications	5,099	-	(5,099)	0%
Program supplies	8,883	-	(8,883)	0%
Building rent	24,914	-	(24,914)	0%
Building repair and maint	4,441	-	(4,441)	0%
Consultant fees	405,423	-	(405,423)	0%
Licenses & fees	34,088	-	(34,088)	0%
Cleaning supplies	157,256	-	(157,256)	0%
Meeting expense	5,718	-	(5,718)	0%
CARES ACT Higher Ed Emergency Relief	2,775,888	-	(2,775,888)	0%
Residence fees lost	39,600	39,600	-	0%
Residence fees refunded TOCC	(22,072)	17,528	39,600	226%
Memberships	2,500	-	(2,500)	0%
Travel	401	-	(401)	0%
Indirect costs	813,065	-	(813,065)	0%
Other structural Improvements	224,058	-	(224,058)	0%
Computer equipment	735,967	-	(735,967)	0%
Awards and gifts	45,500	-	(45,500)	0%
Grants to or expenditures for TOCC students	-	6,669,499	6,669,499	100%
Total restricted expenses	5,732,199	7,001,292	1,269,093	18%
Excess (deficiency)	\$ (1,714,885)	\$ -	\$ 1,714,885	

Tohono O'odham Community College
Restricted Expenses and Budget by Project
For the Nine Months Ended March 31, 2024
(Intended for Internal Management Purposes Only)

	Grant Revenues / Expenses-to-Date			
	Actual	Grant Budget	Remaining Budget	Remaining %
FSEOG 7/1/22 - 6/30/23 (21-8020)				
Restricted revenue:				
Federal government grants	\$ -	\$ -	\$ -	0%
Restricted expenses:				
Tuition & fee waivers	29,753	-	(29,753)	0%
Total restricted expenses	29,753	-	(29,753)	0%
Excess (deficiency)	\$ (29,753)	\$ -	\$ 29,753	
PELL -21- 8030 (July 1, 2021 - June 30, 2022)				
Restricted revenue:				
Federal government grants	\$ 3,993,866	\$ 1,100,000	\$ (2,893,866)	-263%
Restricted expenses:				
Office supplies	-	-	-	0%
Refunds	1,623	-	(1,623)	0%
Grants to students	4,889,896	1,100,000	(3,789,896)	-345%
Total restricted expenses	4,891,519	1,100,000	(3,791,519)	-345%
Excess (deficiency)	\$ (897,653)	\$ -	\$ 897,653	
TOTAL STUDENT FINANCIAL AID				
Restricted revenue:				
Federal government grants	8,011,181	8,101,292	\$ 90,112	1%
Scholarship Award	1,447,622	242,904	(1,204,718)	-496%
	\$ 9,458,803	\$ 8,344,196	\$ (1,114,607)	-13%
Restricted expenses	12,103,572	8,502,029	(3,601,543)	-42%
Excess (deficiency)	\$ (2,644,769)	\$ (157,833)	\$ 2,486,936	

Tohono O'odham Community College
Restricted Expenses and Budget by Project Summary by Source
For the Nine Months Ended March 31, 2024
(Intended for Internal Management Purposes Only)

Source	Grant	Actual			Grant Budget			Remaining Budget			Encumbrances*	
		Revenue	Expenses	Excess (deficiency)	Revenue	Expenses	Excess (deficiency)	Revenue	Expenses	Excess (deficiency)	Open POs	Remaining Budget Excess (deficiency) After Open POs
	Sponsored Projects											
Federal	NSF -TCUP Pathways to Indigenous STEM - 1114	1,631,664	1,931,614	(299,950)	2,514,278	2,501,346	12,932	882,614	569,732	312,882	41,872	271,010
Federal	ANA Increase Technical Capacity - (1117) Federal Share	250,126	824,067	(573,941)	1,200,000	1,181,100	18,900	949,874	357,033	592,841	32,790	560,051
Federal	NIST/NTIA Connecting Communities 1140	226,986	361,530	(134,545)	1,912,357	1,912,357	-	1,685,371	1,550,827	134,545	174,288	(39,743)
Federal	NEH/ATALMA RevitalizeTO Oral History (1150)	22,668	27,377	(4,709)	49,790	49,790	-	27,122	22,413	4,709	-	4,709
Federal	TEA Center: Reclaiming the O'odham Language	-	234,221	(234,221)	1,000,000	1,000,000	-	1,000,000	765,779	234,221	46,901	187,321
Federal	BIA 93-638 - Occupational Training TCCU -(1301)	636,740	83,748	552,992	200,000	200,000	-	(436,740)	116,252	(552,992)	-	(552,992)
Federal	BIA 93-638 - Occupational Training TCCU -(1302)	162,234	47,420	114,814	300,000	300,000	-	137,766	252,580	(114,814)	49,865	(164,679)
Federal	HHS ANA O'odham Language & Materials Project (1310)	-	12,750	(12,750)	82,609	44,895	37,714	82,609	32,145	50,464	-	50,464
Federal	NIFA Equity Planting the Seeds of Culture & Food 1421)	-	81,416	(81,416)	157,142	177,593	(20,451)	157,142	96,177	60,965	-	60,965
Federal	BIE TCU Facilities & Improvements (1430) PL 116-260 (1430)	1,314,285	563,217	751,068	857,142	857,142	-	(457,143)	293,925	(751,068)	47,094	(798,162)
Federal	NIFA Endowment - (20-1502)	513,239	381,915	131,324	243,073	243,073	-	(270,166)	(138,842)	(131,324)	69,624	(200,947)
Federal	NIFA Education Sustainable Tomorrow - (20-1508)	336,327	396,306	(59,979)	442,259	443,865	(1,606)	105,932	47,559	58,373	-	58,373
Federal	USDA Furniture Arts & Science (20-1509)	-	170,131	(170,131)	166,200	166,200	-	166,200	(3,931)	170,131	-	170,131
Federal	USDA Disaster Relief Health & Wellness (1526)	-	121,284	(121,284)	99,975	99,975	-	99,975	(21,309)	121,284	-	121,284
Federal	USDA NIFA Extension Capacity (20-1531)	171,280	270,515	(99,235)	177,238	177,238	-	5,958	(93,277)	99,235	-	99,235
Federal	NIFA Extension Capacity Bldg Together III - (20-1541)	324,949	669,047	(344,098)	661,500	372,620	288,880	336,551	(296,427)	632,978	-	632,978
Federal	NIFA Extension Sovereign O'oidag for SovereNation (1542)	-	125,930	(125,930)	246,000	246,000	-	246,000	120,070	125,930	12,651	113,279
Federal	USDA TCI E Campus Community Facilities (20-1621)	102,436	109,683	(7,247)	137,702	144,949	(7,247)	35,266	35,266	-	-	-
Federal	USDA TCI E Campus Solar Project (20-1622)	-	129,090	(129,090)	129,000	129,000	-	129,000	(90)	129,090	-	129,090
Federal	USDA TCI E Campus Solar Project Match (10-1622)	-	6,450	(6,450)	-	6,450	(6,450)	-	-	-	-	-
Federal	USDA TCI Wellness Ctr (20-1628)	-	-	-	181,367	181,367	-	181,367	181,367	-	-	-
Federal	Title III Part A Our Circle of Strength - (20-1632)	2,121,052	2,309,636	(188,584)	6,559,520	6,559,520	-	4,438,468	4,249,884	188,584	42,722	145,862
Federal	Title III Part F Honoring Yesterday to Build Tom. - (20-1642)	1,921,665	2,259,988	(338,323)	4,655,008	4,655,008	-	2,733,343	2,395,020	338,323	-	338,323
Federal	American Rescue Plan Fund (ARP) BIE PL 117-2 (1680)	5,581,278	-	5,581,278	5,581,278	5,581,278	-	-	5,581,278	(5,581,278)	-	(5,581,278)
Federal	Ed Stabilization Fund Covid 19 Assistance (20-8021)	5,299,721	1,055,930	4,243,791	4,910,968	4,910,968	-	(388,753)	3,855,038	(4,243,791)	23,998	(4,267,789)
	Total Federal Sponsored Projects	20,616,650	12,173,266	8,443,384	32,464,406	32,141,734	322,672	11,847,756	19,968,468	(8,120,712)	541,804	(8,662,516)
State	AZ TPT State Construction Needs Funding - (1400)	2,100,256	815,255	1,285,000	3,120,000	3,120,000	-	1,019,744	2,304,745	(1,285,000)	504	(1,285,504)
State	Workforce Development - (1401)	1,500,827	2,077,859	(577,032)	897,810	897,810	-	(603,017)	(1,180,049)	577,032	27,864	549,168
State	AZ State TOCC Remedial Education	1,500,000	-	1,500,000	2,000,000	-	2,000,000	500,000	-	500,000	-	500,000
	Total State Sponsored Projects	5,101,083	2,893,115	2,207,968	6,017,810	4,017,810	2,000,000	916,727	1,124,695	(207,968)	28,368	(236,336)
AICF	AICF AT&T TCU BRAIDING Success Project (1118)	167,200	139,496	27,704	168,630	96,570	72,060	1,430	(42,926)	44,356	-	44,356
AICF	AICF AT & T Digitized Career Success Program (1128)	150,000	65,236	84,764	150,000	150,000	-	-	84,764	(84,764)	37,170	(121,934)
AICF	AICF Faculty Professional Development (1129)	7,000	5,870	1,130	7,000	7,000	-	-	1,130	(1,130)	-	(1,130)
AICF	AICF Community Based Native Arts Learning Sharing (1216)	35,000	32,673	2,328	9,000	9,000	-	(26,000)	(23,673)	(2,328)	-	(2,328)
AICF	AICF Pres Fund Lang/Cultural/HW6/22-5/24 (1218)	100,000	27,777	72,223	100,000	100,000	-	-	72,223	(72,223)	12,818	(85,040)
AICF	AICF Community Aid for Student Success (1222)-(CASS)	48,000	39,268	8,732	48,000	48,000	-	-	8,732	(8,732)	-	(8,732)
AICF	AICF 2023 Summer Success Conference	10,000	5,728	4,272	10,000	10,000	-	-	4,272	(4,272)	-	(4,272)
	Total AICF Sponsored Projects	517,200	316,048	201,152	492,630	420,570	72,060	(24,570)	104,522	(129,092)	49,987	(179,079)

Tohono O'odham Community College
Restricted Expenses and Budget by Project Summary by Source
For the Nine Months Ended March 31, 2024
(Intended for Internal Management Purposes Only)

Source	Grant	Actual			Grant Budget			Remaining Budget			Encumbrances*	
		Revenue	Expenses	Excess (deficiency)	Revenue	Expenses	Excess (deficiency)	Revenue	Expenses	Excess (deficiency)	Open POs	Remaining Budget Excess (deficiency) After Open POs
Other	TO Nation TOCC Language Center (1124)	600,000	1,069,028	(469,028)	900,000	848,252	51,748	300,000	(220,776)	520,776	145	520,631
Other	O'odham Language Ctr Approp-TON (1131)	497,427	25,757	471,670	497,427	497,427	-	-	471,670	(471,670)	312	(471,982)
Other	Dollar General Native Americans Stepping Forward (GED) (1127)	195,000	176,390	18,610	50,000	50,000	-	(145,000)	(126,390)	(18,610)	-	(18,610)
Other	I-WE:MTA (Working Together)	20,000	7,650	12,350	20,000	20,000	-	-	12,350	(12,350)	5,787	(18,137)
Other	Better Way Foundation (1303)	80,400	18,354	62,046	80,400	80,400	-	-	62,046	(62,046)	-	(62,046)
Other	Univ of AZ NASA Space Grant - (1402)	35,500	27,116	8,384	29,500	29,500	-	(6,000)	2,384	(8,384)	-	(8,384)
Other	U of A Haury Program A Student's Journey - (1406)	335,838	338,388	(2,550)	315,206	321,206	(6,000)	(20,632)	(17,182)	(3,450)	3,871	(7,321)
Other	NAAF Horseshoeing Program (1414)	172,866	11,781	161,084	192,073	192,073	-	19,207	180,292	(161,084)	23,973	(185,057)
Other	TO Gaming Back to Campus Daily Meals and Archery Range (1716)	9,247	-	9,247	9,247	9,247	-	-	9,247	(9,247)	-	(9,247)
Other	Community of Practice - (20-1720)	87,098	30,242	56,855	108,000	108,000	-	20,902	77,758	(56,855)	19,000	(75,855)
Other	Project Success Ascendium Emergency Aid/Paid Internship (1727)	106,689	46,412	60,277	169,000	169,000	-	62,311	122,588	(60,277)	-	(60,277)
Total Other Sponsored Projects		2,140,065	1,751,117	388,947	2,370,853	2,325,105	45,748	230,789	573,988	(343,199)	53,087	(396,286)
Total Sponsored Projects		28,374,997	17,133,546	11,241,451	41,345,699	38,905,219	2,440,480	12,970,702	21,771,673	(8,800,971)	673,246	(9,474,218)
Student Financial Aid												
AICF	Scholarships- 21-8010 AICF (July1, 2021 - June 30, 2022)	1,447,622	1,450,100	(2,478)	242,904	400,737	(157,833)	(1,204,718)	(1,049,363)	(155,355)	-	(155,355)
Federal	Dept of Ed Cares Act Title III TCU Fund 7/13/20-6/30/23 (20-8026)	4,017,314	5,732,199	(1,714,885)	7,001,292	7,001,292	-	2,983,978	1,269,093	1,714,885	-	1,714,885
Federal	FSEOG 7/1/22 - 6/30/23 (21-8020)	-	29,753	(29,753)	-	-	-	-	(29,753)	29,753	-	29,753
Federal	PELL -21- 8030 (July 1, 2021 - June 30, 2022)	3,993,866	4,891,519	(897,653)	1,100,000	1,100,000	-	(2,893,866)	(3,791,519)	897,653	-	897,653
Total Student Financial Aid		9,458,803	12,103,572	(2,644,769)	8,344,196	8,502,029	(157,833)	(1,114,607)	(3,601,543)	2,486,936	-	2,486,936
Total Restricted Budgets		37,833,800	29,237,118	8,596,682	49,689,895	47,407,248	2,282,647	11,856,095	18,170,131	(6,314,035)	673,246	(6,987,282)

*Note that encumbrance data shown reflects all open POs. As only fully expended POs may be closed in Jenzabar, amounts may be overstated from partial expenditures.

Tohono O'odahm Community College
Statements of Cash Flows
For the Nine Months Ended March 31, 2024
(Intended for Internal Management Purposes Only)

	<u>03/31/2024</u>	<u>YTD FY24</u>
Change in Net Assets	(551,214)	4,935,989
Cash Flow Adjustments		
Change in Assets and Liabilities		
Student accounts receivable	(44,530)	(100,335)
Contracts and grants receivable	(348,559)	(2,299,047)
Prepaid expenses	(39,202)	(133,075)
Bookstore inventory	(3,940)	(274,566)
Accounts payable	139,638	(158,054)
Salary related payable	84,579	(200,392)
Other payables and accrued expenses	(84,559)	(268,034)
Deferred grant revenue	<u>(245,092)</u>	<u>2,176,568</u>
Net Cash from / (used for) Operating Activities	(1,092,879)	3,679,054
 Sales or purchases of investments	 <u>-</u>	 <u>(73,384)</u>
Net Cash from / (used for) Investing Activities	-	(73,384)
 Net Change in Cash	 (1,092,879)	 3,605,670
Cash at Beginning of Period	<u>18,457,829</u>	<u>13,759,280</u>
 Cash at End of Period	 <u>\$ 17,364,950</u>	 <u>\$ 17,364,950</u>

TOHONO O'ODHAM COMMUNITY COLLEGE

TO: BOARD OF TRUSTEES
THRU: PAUL ROBERTSON, PRESIDENT
FROM: JOSEPH RENEGAR, INTERIM HUMAN RESOURCES DIRECTOR
SUBJECT: AGENDA ITEM—APRIL 2024 RESOURCE LIST
DATE: 4/30/2024
CC: FILE

Background

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

Recommendation

The President recommends the approval of the employees on the attached list for new hires, transfer, and separation for the Tohono O'odham Community College.

RESOURCE LIST

April 2024

New Hire:

Name	Position	Date
Nancy Norris	Lead Facilities Maintenance Technician	4/24/2024
	Ms. Norris was Volunteer with Healthy O’odham Promotion Program for 1 month. She was Student Landscaper with Tohono O’odham Community College for 2 years. She was Facilities Maintenance Technician with Tohono O’odham Community College for 2 years. She was with Amazon Sorting Center for 1 year. She was Flagger with Fann Contracting for 3 months. She was/has been with Tohono O’odham Utility Authority for 7 months.	

Transfers:

Name	Position	Date
Letitia Martin	O’odham Language Center – Administrative Assistant	4/8/2024

Separations:

Name	Position	Date

Tohono O'odham Community College
Employment Vacancy Activity Log
April 2024
Administrative/Faculty/Exempt

Vacant Position	Division	Number of Applicants	Tohono O'odham Native American Other	Application w/documents Complete		Date forwarded to screening committee	Recommended for Interview		Interview Scheduled	Recommendation Made		Comments
				Yes	No		Yes	No		Yes	No	
Accounting Instructor	Education	3			3	3						Pending HM review(s)
NTIA Project Director	Sustainability	1			1		1					Pending HM review(s)
Office Coordinator	Sustainability	3	2		1	3						Pending HM review(s)/interview(s)
Pre-College GED Instructor	Workforce Development	3	1		2	2	1		4/4/2024		1	Continue to advertise
Plumbing Instructor	Apprentice Program	0										Continue to advertise
Tohono O'odham Language and Culture Instructor	Education	0										Continue to advertise
Tohono Kosin Restaurant Manager	Workforce Development	0										Continue to advertise
Tohono O'odham Studies Director	Education	0										Continue to advertise

Tohono O'odham Community College
Employment Vacancy Activity Log
April 2024
Hourly

Vacant Position	Division	Number of Applicants	Tohono O'odham Native American Other			Application w/documents Complete		Date forwarded to screening committee	Recommended for Interview		Interview Scheduled	Recommendation Made		Comments
						Yes	No		Yes	No		Yes	No	
Administrative Assistant- Finance	Administrative Services & Finance	2	1		1	2		4/30/2024						Pending HM review(s)
Lead Facilities Maintenance Technician	Administrative Services & Finance	1	1				1	4/30/2024	1		3/25/2024	1		Position filled effective 4/24/2024
Library Assistant	Education	10	2		8	7	3	4/30/2024						Pending interview(s)/HM review(s)
Phoenix Center Site Technician	Student Services	3	1		2	3		4/30/2024	1		4/25/2024			Pending interview(s)
Receptionist	Student Services	4			4	3	1	4/30/2024						Pending HM review(s)/interview(s)
Tohono O'odham Agriculture & Natural Resources Intern	Sustainability	1			1	1		4/30/2024						Pending HM review(s)

Tohono O'odham Community College
Employment Vacancy Activity Log
April 2024
Human Resources Director

Vacant Position	Division	Number of Applicants	Tohono O'odham Native American Other			Application w/documents Complete		Date forwarded to screening committee	Recommended for Interview		Interview Scheduled	Recommendation Made		Comments
Human Resources Director	President's Office	7	2		1	4	3	4/30/2024	1	2				Pending HM review(s)



Evan Thomas <ethomas@tocc.edu>

Request for additional check signer

13 messages

Paul Robertson <probertson@tocc.edu>

Tue, Apr 23, 2024 at 7:24 AM

To: "Zepeda, Ofelia - (ofelia)" <ofelia@arizona.edu>, Mary Bliss <mbliss@tocc.edu>, "Treena Parvello (tparvello@hotmail.com)" <tparvello@hotmail.com>, Jonas Robles <jrobles@tocc.edu>

Cc: Evan Thomas <ethomas@tocc.edu>

Dear Trustees,

We're sometimes running into difficulties with too few check signers. (Our system that allows automated check signing is not working though there are folks working on it including the vendor.) Besides Dr. Zepeda, current check signers are myself, Sylvia Hendricks, and Mario Montes-Helu. Checks require two signatures and frequently we are hard pressed to find two when we need them. I'm proposing one additional check signer: Dean Yolanda Pacheco. A resolution of support has to be provided to Bank of America before we can proceed. If you agree, I'd like to do this via email if possible.

Thank you and sincerely,

Paul Robertson, Ph.D.
President
Tohono O'odham Community College

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

Tue, Apr 23, 2024 at 7:39 AM

To: Paul Robertson <probertson@tocc.edu>, Mary Bliss <mbliss@tocc.edu>, "Treena Parvello (tparvello@hotmail.com)" <tparvello@hotmail.com>, Jonas Robles <jrobles@tocc.edu>

Cc: Evan Thomas <ethomas@tocc.edu>

Hi Paul,

I'm fine with this proposal to include Dean Yolanda Pacheco as a signer.

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

From: Paul Robertson <probertson@tocc.edu>

Sent: Tuesday, April 23, 2024 7:24 AM

To: Zepeda, Ofelia - (ofelia) <ofelia@arizona.edu>; Mary Bliss <mbliss@tocc.edu>; Treena Parvello (tparvello@hotmail.com) <tparvello@hotmail.com>; Jonas Robles <jrobles@tocc.edu>

Cc: Evan Thomas <ethomas@tocc.edu>

Subject: [EXT]Request for additional check signer

External Email

[Quoted text hidden]

Evan Thomas <ethomas@tocc.edu>

Tue, Apr 23, 2024 at 8:31 AM

To: Treena Parvello <Tparvello@ddcaz.com>

Cc: Paul Robertson <probertson@tocc.edu>

S-ke:g si'alig, Secretary Parvello,
I noticed that Dr. Robertson sent the attached email to your personal email address.

It is my hope you might respond to the president's communication in a timely manner.

Thank you for your consideration.

Have a great day!
Evan

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

----- Forwarded message -----

From: **Paul Robertson** <probertson@tocc.edu>
Date: Tue, Apr 23, 2024 at 7:25 AM
Subject: Request for additional check signer
To: Zepeda, Ofelia - (ofelia) <ofelia@arizona.edu>, Mary Bliss <mbliss@tocc.edu>, Treena Parvello (tparvello@hotmail.com) <tparvello@hotmail.com>, Jonas Robles <jroble@tocc.edu>
Cc: Evan Thomas <ethomas@tocc.edu>

[Quoted text hidden]

Evan Thomas <ethomas@tocc.edu>
To: Paul Robertson <probertson@tocc.edu>

Tue, Apr 23, 2024 at 8:51 AM

Good morning, Paul,
I did contact Mary, Jonas & Treena via telephone to bring their attention to your email.

Mary Bliss would like for you to give her a call: (520) 501-4730 should she be unable to access her tocc email.

Jonas Robles will most likely contact you via email or phone.

I forwarded the email to Treena Parvello's work email and cc'd you in hopes she would reply in a timely manner.

Should you have any questions or may I be of further assistance, please let me know.

Get well soon!
Evan

Evan Thomas
Special Assistant to the President

[Quoted text hidden]

Paul Robertson <probertson@tocc.edu>
To: Evan Thomas <ethomas@tocc.edu>

Tue, Apr 23, 2024 at 9:36 AM

Thanks Evan. Jonas called just now and registered his approval. That plus Ofelia's means we need only one more and then a resolution that we can use to give to Joann as she will have to provide it to Bank of America.

Best,
[Quoted text hidden]
[Quoted text hidden]

Evan Thomas <ethomas@tocc.edu>
To: Paul Robertson <probertson@tocc.edu>

Tue, Apr 23, 2024 at 9:43 AM

Good morning, Paul,
You're welcome and I appreciate the update.

I'll look forward to everyone's determination.

Get some rest & stay hydrated.

Evan

Evan Thomas

Special Assistant to the President

[Quoted text hidden]

T Parvello <tparvello@hotmail.com>

Tue, Apr 23, 2024 at 9:50 AM

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

Cc: Paul Robertson <probertson@tocc.edu>, Mary Bliss <mbliss@tocc.edu>, Jonas Robles <jrobles@tocc.edu>, Evan Thomas <ethomas@tocc.edu>

Good Morning,

I am in agreement with Chair Zepeda.

Thanks,

Treena

On Apr 23, 2024, at 7:39 AM, Zepeda, Ofelia - (ofelia) <ofelia@arizona.edu> wrote:

[Quoted text hidden]

Treena Parvello <Tparvello@ddcaz.com>

Tue, Apr 23, 2024 at 9:51 AM

To: Evan Thomas <ethomas@tocc.edu>

Cc: Paul Robertson <probertson@tocc.edu>

Sorry about that. Thanks for following up.

Treena

From: Evan Thomas <ethomas@tocc.edu>

Sent: Tuesday, April 23, 2024 8:31 AM

To: Treena Parvello <Tparvello@ddcaz.com>

Cc: Paul Robertson <probertson@tocc.edu>

Subject: [EXTERNAL] Fwd: Request for additional check signer

This email originated from OUTSIDE of Desert Diamond. Do not click links or open attachments unless you recognize the sender and know the content is safe. If in doubt click the Report Phish button at top right of the Outlook Home Ribbon .

[Quoted text hidden]

Evan Thomas <ethomas@tocc.edu>

Tue, Apr 23, 2024 at 9:56 AM

To: Treena Parvello <Tparvello@ddcaz.com>

Cc: Paul Robertson <probertson@tocc.edu>

Good morning, Treena,

No apologies necessary.

I appreciate the acknowledgement.

Have a great day!
Evan

Evan Thomas
Special Assistant to the President

[Quoted text hidden]

Evan Thomas <ethomas@tocc.edu>
To: Paul Robertson <probertson@tocc.edu>

Wed, Apr 24, 2024 at 11:07 AM

Good morning, Paul,
I just received a call from Mary Bliss.

Per our conversation yesterday, she was wondering if you were going to give her a call regarding this matter & for the record.

Her number is: (520) 501-4730

I did mention to her that three Trustees did reply in favor of the proposal.

Thank you,
Evan

Evan Thomas
Special Assistant to the President

On Tue, Apr 23, 2024 at 8:51 AM Evan Thomas <ethomas@tocc.edu> wrote:
[Quoted text hidden]

Paul Robertson <probertson@tocc.edu>
To: Evan Thomas <ethomas@tocc.edu>

Wed, Apr 24, 2024 at 11:13 AM

Thanks Evan. I called - no answer. We can move forward.

Tks,
[Quoted text hidden]
[Quoted text hidden]

Paul Robertson <probertson@tocc.edu>
To: Evan Thomas <ethomas@tocc.edu>

Wed, Apr 24, 2024 at 11:22 AM

Hi again,
I spoke with Mary Bliss. She is registering her "yea" vote in favor of the additional check signer.

Thank you Evan,
[Quoted text hidden]
[Quoted text hidden]

Evan Thomas <ethomas@tocc.edu>
To: Paul Robertson <probertson@tocc.edu>

Wed, Apr 24, 2024 at 11:26 AM

Good morning, Paul,
That's great. I'm glad you were able to contact Mary Bliss.

Have a great day.
Evan

Evan Thomas
Special Assistant to the President

[Quoted text hidden]

TOHONO O'ODHAM COMMUNITY COLLEGE

TO: BOARD OF TRUSTEES
THRU: ADMINISTRATORS TEAM
FROM: EDUCATION DIVISION
SUBJECT: Associate of Arts in Pre-Professional Nursing
CC: PAUL ROBERTSON, PRESIDENT

Background: The AA in Pre-Professional Nursing was included in the 2023-2024 catalog through a Presidential approval. However, when looking at setting up the approval date in Jenzabar, it became evident that the program had not gone through the curriculum process. As this program comes from the Associate of Arts in Life Science, it was decided to propose it as a program change. All documentation is enclosed.

Justification: The original Associate of Arts in Life Sciences had three emphases: Pre-Professional Nursing, Community Public Health, and Environmental. The problem was that students could not quickly identify any of the separate emphases as they were under the Life Science degree. Separating the emphases into distinct programs would provide a clearer view to students looking to go into a health-related program. The program was presented to the Curriculum Committee and the Himdag Committee and it was approved by both of them.

Action Requested: Request approval of the new Associate of Arts in Pre-Professional Nursing program.

Recommendation: President requests approval.

TOHONO O'ODHAM KEKEL HA-MAŞCAMAKUÐ

TO: FACULTY, HIMDAG COMMITTEE, AND ADMINISTRATION

FROM: TERESA NEWBERRY, PH.D.

SUBJECT: **PROGRAM CHANGE REQUEST FOR AA PRE-PROFESSIONAL NURSING**

DATE: 4/23/2024

CC: DEAN OF ACADEMICS

APPROVAL CURRICULUM COMMITTEE: 4/26/2024

APPROVAL HIMDAG COMMITTEE: 4/26/2024

1. Name of Initiator(s): *Teresa Newberry and Laura Sujo-Montes*
2. Name of the degree or certificate: (indicate whether AA, AS, AAS, etc.). *AA Pre-Professional Nursing*
3. What are the changes that are being requested for this program?
 - a. *Change the AA Life Science degree with the Pre-professional Nursing Option to a stand-alone degree-- AA Pre-Professional Nursing*
 - b. *Change the courses in this concentration from "recommended electives" to "required"*
 - c. *Remove BIO 160N as an elective*
 - d. *Add the following courses: BIO 201N Anatomy and Physiology I, BIO 202N Anatomy and Physiology II, and BIO 205 Microbiology*
 - e. *Require THO 102 in the Humanities section of the AGEC-A to meet 1-year language requirement*
 - f. *Change PSY 101 and PSY 240 from suggested courses to required courses in the AGEC-A*
 - g. **Change CIP code to the following:**
CIP Code: 51.1105 Title: Pre-Nursing Studies.

Definition: A program that prepares individuals for admission to a professional program in Nursing.
4. Statement of purpose for the program change. Address how the changes **improve student learning and student outcomes.**

This updated program will make the “recommended” Biology, Chemistry, and Math courses “required” and add BIO 201N, BIO 202N, and BIO 205 to ensure that the students will have the necessary science pre-requisites for nursing programs. The THO 102 Language has been added as an AGEC A requirement in order to fulfill the two-semester language requirement. These changes will enable students to meet the course pre-requisites for the University of Arizona’s four-year Bachelor’s of Nursing degree program.

5. Describe how the proposed change aligns with the College’s Mission and Vision.

Modifying the A.A. Life Science degree with the option in Pre-Professional Nursing, to a more rigorous, stand-alone A.A. Pre-professional Nursing degree program will broaden TOCC’s technology core enabling students and the broader community to meet current and future community health challenges. A workforce and population with strong training in the community and public health is vital to the Nation’s participation in local, state, national, and global communities. In addition, an emphasis on health promotion and advocacy will build capacity for participation in multi-sectoral health and environmental initiatives.

6. Describe how the proposed change supports the O’odham Himdag.

The A.A. Pre-professional degree program will be appropriately integrated into Tohono O’odham Himdag, thus, strengthening the Himdag and teaching health and science courses from a holistic point of view. This degree program can contribute to community well-being thus upholding and strengthening the core value of T-apedag—our well-being.

7. Describe how the proposed change impacts other programs and/or certificates.
There will be no impact on other degree programs.

8. Describe how the proposed change addresses employment needs of students.

***A degree in Pre-nursing** equips students with the knowledge and skills to address critical health challenges at a broader level. There is a great need for nurses especially in rural, underserved communities.*

9. What instructional staff will this change require? (Will the College have to hire additional persons, provide more logistical support, or other resources?).

Since BIO 127N Human Nutrition, BIO 181N Unity of Life I, CHM 151N General Chemistry I, CHM 152N General Chemistry II, and MAT 225 Basic Statistics, are “required” rather than “recommended”, we need to continue to offer them regularly. With the addition of BIO 201N Anatomy and Physiology I, BIO 202N Anatomy and Physiology II, and BIO 205 Microbiology, an additional faculty member in Biology faculty member is requested. This

request is under review by administration. Students will also need support for transition to the B.S. in Nursing, so a transition coordinator with knowledge in this area is also recommended.

10. List the Program Level Outcomes and how they are impacted by the proposed changes.

The program-level outcomes are modified to address knowledge and skills specific to a pre-nursing program as follows:

1. *Demonstrate foundational scientific knowledge, vocabulary, and skills appropriate for students seeking positions in the healthcare field.*
2. *Apply the scientific method to develop procedures to study questions and analyze data that typically arise within scientific fields of study.*
3. *Identify a community health issue and propose a culturally appropriate solution that incorporates cultural core values.*
4. *Communicate clearly and accurately in both written and oral form about a contemporary scientific issue and argue cogently from evidence to make informed judgments.*

1. Complete Appendix A to provide the original and the proposed program of study.
2. Complete Appendix B (Curriculum Map) with the proposed changes.
3. Summary of actions taken:
 - a) Date submitted to Academic Dean and Curriculum Committee Chair by Initiator:
 - b) If returned to initiator by Dean/Curriculum Chair, indicate date returned:
 - c) If sent back to Dean/Curriculum Chair per bullet above, indicate date:
 - d) Date and result of Curriculum Council Vote:
 - e) Date submitted to President by Dean:
 - f) Date and outcome of review by administration: Approved

g) Date and outcome of review by Board of Trustees:

4. Date returned by President to Curriculum Chair and Dean:

Appendix A: Program of Study

Existing Program of Study (from the 2020-2022 Catalog)

General Education	General Education Category	Course Requirement	Credits Required
	Tohono O'odham Himdag	HIS 122 Tohono O'odham History and Culture (C)	3
		THO 101 Elementary Tohono O'odham or THO 106 Conversational Tohono O'odham I	4
	English Composition	WRT 101	3
		WRT 102	3
	Mathematics	MAT 151	4
	Humanities and Fine Arts	Fine Arts Elective Humanities Elective	6
	Social and Behavioral Sciences	2 SBS Courses—suggested PSY 101 & PSY 240	6
	Two Lab-loaded Science Course	2 Science courses listed below	8
	Total General Education Credits 37		
Core Requirements	Core Courses		
	BIO 298 Service Learning Practicum		1
	BIO 299 Research Practicum		1

	Total Core Credits	2
Electives	<p>Pre-Professional Nursing</p> <ul style="list-style-type: none"> • BIO 127N Human Nutrition & Biology (GE 4 credits) • BIO 160N Intro to Human Anatomy & Physiology I (4 credits) • BIO 181N Unity of Life I (GE 4 credits) • CHM 151N General Chemistry I (5 credits) or CHM 130N Fundamentals of Chemistry (4 credits) • CPH 101: Exploring Careers in Health Professionals (2 credits) • CHM 152N General Chemistry II or CHM 140N Fundamentals of Organic and Biochemistry • Open Elective MAT 225 Basic Statistics (3 credits) <p>Recommended</p>	
	Total Credits for Elective	21
	Total Credits for Degree	60

Proposed Program of Study. Mark in **red** the proposed changes.

	General Education Category	Course Requirement	Credits Required
	Tohono O'odham Himdag	HIS 122 Tohono O'odham History and Culture (C)	3
		THO 101 Elementary Tohono O'odham I	4
	English Composition	WRT 101 Writing I	3

	WRT 102 Writing II	3
Mathematics	MAT 151 College Algebra	4
Humanities and Fine Arts	ART 100 (Basic Design or Other)	3
	THO 102 Elementary Tohono O'odham II	4
Social and Behavioral Sciences	PSY 101 and PSY 240	6
Two Lab-loaded Science Course	BIO 127N Human Nutrition & Biology	4
	BIO 181N Unity of Life I	4
Total General Education Credits		38
Core Courses		
CHM 151N General Chemistry I or CHM 130N Fundamental Chemistry		4-5
CHM 152N General Chemistry II or CHM 140N Fundamental Organic & Biochemistry		4-5
MAT 225 Basics Statistic		3
BIO 201N Anatomy and Physiology I		4
BIO 202N Anatomy and Physiology II		4
BIO 205 Microbiology		4
BIO 298 Service-Learning Practicum		1
BIO 299 Research Practicum		1
Total Core Credits		25-27
Total Credits		63-65
No electives		

Appendix B: Curriculum Map

A.A. in Pre-professional Nursing		CORE COURSES					
OUTCOMES		BIO 127N	BIO 181N	BIO 201N	BIO 202N	BIO 298	BIO 299
1	Demonstrate knowledge of scientific knowledge, vocabulary, and skills appropriate for students seeking positions in the healthcare field.	I	R	R	R	A	A
2	Apply the scientific method to develop procedures to study questions and analyze data that typically arise within scientific fields of study.	I	R				A
3	Identify community health issue and propose a culturally appropriate solution that incorporates cultural core values.	I	R	R		A	
4	Communicate clearly and accurately in both written and oral form about a contemporary scientific issue and argue cogently from evidence to make informed judgments.	I		R			A

Key:

I = Introduce (Themes that relate to an outcome are introduced)

R = Reinforce (Themes that relate to an outcome are reinforced. Students will have already become familiar with the theme.)

A = Assess (A course-embedded assessment is included in the syllabus to assess overall student achievement)

TOHONO O'ODHAM COMMUNITY COLLEGE

TO: BOARD OF TRUSTEES
THRU: ADMINISTRATORS TEAM
FROM: EDUCATION DIVISION
SUBJECT: Associate of Arts in Community Public Health
CC: PAUL ROBERTSON, PRESIDENT
DATE: MAY 9, 2024

Background: The AA in Community Public Health was an emphases in the Associate of Arts in Life Science. As it is a field that has a lot of demand, it was decided to propose it as its own program. All documentation is enclosed.

Justification: The original Associate of Arts in Life Sciences had three emphases: Pre-Professional Nursing, Community Public Health, and Environmental. The problem was that students could not quickly identify any of the separate emphases as they were under the Life Science degree. Separating the emphases into distinct programs would provide a clearer view to students looking to go into a health-related program. The program was presented to the Curriculum Committee and the Himdag Committee and it was approved by both of them.

Action Requested: Request approval of the new Associate of Arts in Community Public Health program.

Recommendation: President requests approval.

TOHONO O'ODHAM KEKEL HA-MAŞCAMAKUÐ

TO: FACULTY, HIMDAG COMMITTEE, AND ADMINISTRATION

FROM: TERESA NEWBERRY, PH.D.

SUBJECT: **PROGRAM CHANGE REQUEST FOR AA LIFE SCIENCE TO AA COMMUNITY PUBLIC HEALTH**

DATE: 3/25/2024

CC: DEAN OF ACADEMICS

APPROVED CURRICULUM COMMITTEE: 4/5/2024

APPROVED HIMDAG COMMITTEE: 4/5/2024

1. Name of Initiator(s): *Teresa Newberry and Laura Sujo-Montes*
2. Name of the degree or certificate: (indicate whether AA, AS, AAS, etc.). *AA Life Science*
3. What are the changes that are being requested for this program?

- a. *Change the recommended courses in the Community & Public Health Option to required*
- b. *Remove BIO 160N & CHM 130N from the list of recommended courses*
- c. *Add THO 102 as a required course*
- d. *Remove the Environmental Option*
- e. *Rename the program to Associate of Arts in Community and Public Health.*
- f. *Change CIP code to the following:*
Proposed CIP number and description

Title: *Community Health and Preventive Medicine. 51.2208*

Definition: *A program that prepares public health specialists to plan and manage health services in local community settings, including the coordination of related support services, government agencies, and private resources. Includes instruction in public health, community health services and delivery, health behavior and cultural factors, local government operations, human services, health communication and promotion, health services administration in local settings, environmental health, preventive and comparative medicine,*

epidemiology, biostatistics, family and community health, and applicable law and regulations.

4. Statement of purpose for the program change. Address how the changes **improve student learning and student outcomes**.

This updated program will make the “recommended” Biology, Chemistry, Math, and Community and Public Health courses “required”. The THO 102 Language has been added as a core course in order to fulfill the two-semester language requirement. These changes will enable students to enroll in the University of Arizona’s four-year Public Health program as juniors.

The Environmental option does not adequately prepare students for a transfer into environmentally-related degree program. Its removal will direct students with an interest in environmental careers to the more rigorous A.S. Life Science degree which includes options in Environmental Science & Natural Resources.

5. Describe how the proposed change aligns with the College’s Mission and Vision.

Modifying the A.A. Life Science degree with the option in Community and Public Health, to a more rigorous, stand-alone A.A. in Community and Public Health degree program will broaden TOCC’s technology core enabling students and the broader community to meet current and future community health challenges. A workforce and population with strong training in the community and public health is vital to the Nation’s participation in local, state, national, and global communities. In addition, an emphasis on health promotion and advocacy will build capacity for participation in multi-sectoral health and environmental initiatives.

6. Describe how the proposed change supports the O’odham Himdag.

The A.A. Community and Public Health degree program will be appropriately integrated into Tohono O’odham Himdag, thus, strengthening the Himdag and teaching health and science courses from a holistic point of view. This degree program can contribute to community well-being thus upholding and strengthening the core value of T-apedag—our well-being.

7. Describe how the proposed change impacts other programs and/or certificates.

There will be no impact on other degree programs.

8. Describe how the proposed change addresses employment needs of students.

A degree in community and public health equips students with the knowledge and skills to address critical health challenges at a broader level. Public health is a robust and growing field that can lead to career opportunities across a variety of sectors such as federal, state and local governments, private corporations, and non-governmental organizations.

9. What instructional staff will this change require? (Will the College have to hire additional persons, provide more logistical support, or other resources?).

Since BIO 127N Human Anatomy and Physiology, BIO 181N Unity of Life I, CHM 151N General Chemistry I, MAT 225 Basic Statistics, THO 102 Elementary Tohono O'odham II, and the three CPH courses are "required" rather than "recommended", we need offer them regularly. We also need to ensure that the electives of either CHM 152N General Chemistry II and BIO 182N Unity of Life II are offered regularly as well.

10. List the Program Level Outcomes and how they are impacted by the proposed changes.

The program-level outcomes are modified to address knowledge and skills specific to community and public health as follows:

1. *Demonstrate foundational scientific knowledge, vocabulary, and skills appropriate for students seeking careers in community and public health*
 2. *Identify community public health issues and propose a culturally appropriate solution that incorporates cultural core values.*
 3. *Compare the organization, structure, and function of healthcare, public health, and regulatory systems at local, tribal, and national levels.*
 4. *Discuss how structural bias, social inequities, and racism impact health and create challenges in achieving equity.*
 5. *Communicate culturally informed public health content effectively, both in writing and in oral presentations.*
6. Complete Appendix A to provide the original and the proposed program of study.
 7. Complete Appendix B (Curriculum Map) with the proposed changes.
 8. Summary of actions taken:

a. Add CIP Code

b. Modify outcome 2

a) Date submitted to Academic Dean and Curriculum Committee Chair by Initiator:

b) If returned to initiator by Dean/Curriculum Chair, indicate date returned:

c) If sent back to Dean/Curriculum Chair per bullet above, indicate date:

d) Date and result of Curriculum Council Vote: Approved 4/5/2024

e) Date submitted to President by Dean: 4/8/2024

f) Date and outcome of review by administration: Approved

g) Date and outcome of review by Board of Trustees:

9. Date returned by President to Curriculum Chair and Dean:

Appendix A: Program of Study

Existing Program of Study

General Education	General Education Category	Course Requirement	Credits Required
	Tohono O'odham Himdag	HIS 122 Tohono O'odham History and Culture (C)	3
		THO 101 Elementary Tohono O'odham or THO 106 Conversational Tohono O'odham I	4
	English Composition	WRT 101	3
		WRT 102	3
	Mathematics	MAT 151	4
	Humanities and Fine Arts	Fine Arts Elective Humanities Elective	6
	Social and Behavioral Sciences	2 SBS Courses	6
	Two Lab-loaded Science Course	2 Science courses listed below	8
	Total General Education Credits(37)		
Core Requirements	Core Courses		
	BIO 298 Service Learning Practicum		1
	BIO 299 Research Practicum		1

	Total Core Credits	2
Electives	<p>Community and Public Health</p> <ul style="list-style-type: none"> • BIO 127N Human Nutrition & Biology (GE 4 credits) • BIO 160N Intro to Human Anatomy & Physiology I (4 credits) • BIO 181N Unity of Life I (GE 4 credits) • CHM 130N Fundamental Chemistry or CHM 151N General Chemistry I (5 credits) • CPH 101 Exploring Careers in Health Profession (2 credits) • CPH 178 Personal Health and Wellness (3 credits) • CPH 200 Community and Public Health (3 credits) • Open elective (MAT 225 Basic Statistics Recommended) (3 credits) <p>Environmental</p> <p>BIO 181N Unity of Life I (4 credits)</p> <ul style="list-style-type: none"> • BIO 105N (Environmental Biology) (GE 4 credits) • BIO 182N Unity of Life II (4 credits) • BIO 208N Tohono O’odham Ethnobotany or ANR 130N Plant Science (4 credits) • CHM 130N Fundamental Chemistry or CHM 151N General Chemistry I (5 credits) • Open elective (MAT 225 Basic Statistics recommended) (3 credits) 	

	Total Credits for Elective	21
	Total Credits for Degree	60

Proposed Program of Study. Mark in **red** the proposed changes.

General Education Category	Course Requirement	Credits Required
Tohono O'odham Himdag	HIS 122 Tohono O'odham History and Culture (C)	3
	THO 101 Elementary Tohono O'odham I	4
English Composition	WRT 101 Writing I	3
	WRT 102 Writing II	3
Mathematics	MAT 151 College Algebra	4
Humanities and Fine Arts	ART 100 (Basic Design or Other)	3
	Humanites Elective	3
Social and Behavioral Sciences	SBS Elective (suggest PSY 101 & Elective)	6
Two Lab-loaded Science Course	BIO 127N Human Nutrition & Biology	4
	BIO 181N Unity of Life I	4
Total General Education Credits		37
Core Courses		
CHM 151N General Chemistry I		5
BIO 182N Unity of Life II or CHM 152N General Chemistry II		4-5
MAT 225 Basics Statistic		3
THO 102 Elementary Tohono O'odham II		4

	CPH 101 Exploring Careers in Health	2
	CPH 178 Personal Health and Wellness	3
	CPH 200 Intro to Community and Public Health	3
	BIO 298 Service-Learning Practicum	1
	BIO 299 Research Practicum	1
	Total Core Credits	26-27
	Total Credits	63-64
E l e c t i v e s	No electives	

Appendix B: Curriculum Map

A. in Community & Public Health		CORE COURSES						
OUTCOMES		BIO 127N	BIO 181N	CPH 101	CPH 178	CPH 200	BIO 298	BIO 299
1	Demonstrate knowledge of scientific knowledge, vocabulary, and skills appropriate for students seeking positions in community and public health	I	R					A
2	Identify a community public health issues and propose a culturally appropriate solution that incorporates cultural core values.			I	R		A	

3	Compare the organization, structure, and function of healthcare, public health, and regulatory systems at local, tribal, and national levels.			I	R	A		
4	Discuss how structural bias, social inequities, and racism impact health and create challenges in achieving equity			I	R	A		
5	Communicate culturally and scientifically informed public health content effectively, both in writing and in oral presentations.			I	R	A		

Key:

I = Introduce (Themes that relate to an outcome are introduced)

R = Reinforce (Themes that relate to an outcome are reinforced. Students will have already become familiar with the theme.)

A = Assess (A course-embedded assessment is included in the syllabus to assess overall student achievement)

TOHONO O'ODHAM COMMUNITY COLLEGE

TO: BOARD OF TRUSTEES
THRU: ADMINISTRATORS TEAM
FROM: EDUCATION DIVISION
SUBJECT: Certificate in Community Public Health
CC: PAUL ROBERTSON, PRESIDENT
DATE: MAY 9, 2024

Background: In conversation and meetings with health professionals both at the nation and at the county level, it was discovered that there is a sizable demand for Community Public Health workers. Hence, it was decided to create a certificate program as an entry level credential or as a specialized credential for professionals who hold other degrees. A proposed curriculum for a certificate in Community Public Health was presented to Ashley Jackson, Director Workforce Development, and to ReCharde Johnson, Coordinator of Workforce Development of the Pima County Health Department. They liked the combination of courses and are hoping that we offer the program so they can enroll their personnel. The Certificate proposal is inclosed.

Justification: There is a need for an entry-level credential into Community Public Health or to a specialization that allow professionals with other degrees to work in Community Public Health. A certificate is a good way to meet both needs. The program was presented to the Curriculum Committee and the Himdag Committee and it was approved by both of them.

Action Requested: Request approval of the new Certificate in Community Public Health program.

Recommendation: President requests approval.

TOHONO O'ODHAM KEKEL COLLEGE

TO: FACULTY, HIMDAG COMMITTEE, ADMINISTRATION, & BOARD OF TRUSTEES

FROM: TERESA NEWBERRY, PH.D.

SUBJECT: **NEW CERTIFICATE IN COMMUNITY AND PUBLIC HEALTH**

DATE: 3/25/2024

CC: DEAN OF ACADEMICS

APPROVED CURRICULUM COMMITTEE: 4/5/2024

APPROVED HIMDAG COMMITTEE: 4/5/2024

1. Name of Initiator(s): *Laura Sujo-Montes, Teresa Newberry*
2. Name of proposed degree or certificate: (indicate whether AA, AS, AAS, etc.).

Certificate in Community and Public Health

3. Proposed CIP number and description
Title: Community Health and Preventive Medicine. 51.2208

Definition: A program that prepares public health specialists to plan and manage health services in local community settings, including the coordination of related support services, government agencies, and private resources. Includes instruction in public health, community health services and delivery, health behavior and cultural factors, local government operations, human services, health communication and promotion, health services administration in local settings, environmental health, preventive and comparative medicine, epidemiology, biostatistics, family and community health, and applicable law and regulations.

4. Description of proposed degree or certificate.
The Certificate in Community and Public Health is a 33 credit hour degree for direct employment. The certificate is a combination of cultural courses, community and public health courses, social work courses along with 1 course each in math, science, and writing.
5. Statement of purpose for the new program or certificate.
The Certificate in Public Health is designed to meet the workforce needs in Community and Public Health.

6. List three to six Program Level Outcomes for the proposed degree or certificate and describe how each of those outcomes can be measured. (complete curriculum map in Attachment B)
 1. *Compare the organization, structure, and function of healthcare, public health, and regulatory systems at local, tribal, and national levels.*
 2. *Discuss how structural bias, social inequities, and racism impact health and create challenges in achieving equity.*
 3. *Communicate culturally informed public health content effectively, both in writing and in oral presentations.*

7. Describe how the proposed degree or certificate aligns with the College's Mission and Vision.
The Certificate in Community and Public Health degree program will broaden TOCC's technology core enabling students and the broader community to meet current and future community health challenges. A workforce and population with strong training in the community and public health is vital to the Nation's participation in local, state, national, and global communities. In addition, an emphasis on health promotion and advocacy will build capacity for participation in multi-sectoral health and environmental initiatives.

8. Describe how the proposed program supports the O'odham Himdag.
The Certificate in Community and Public Health degree program will be appropriately integrated into Tohono O'odham Himdag, thus, strengthening the Himdag and teaching health and science courses from a holistic point of view. This new degree program can contribute to community well-being thus upholding and strengthening the core value of T-apedag—our well-being.

9. Describe how the proposed program addresses employment needs of students.
A degree in community and public health equips students with the knowledge and skills to address critical health challenges at a broader level. Public health is a robust and growing field that can lead to career opportunities across a variety of sectors such as federal, state and local governments, private corporations, and non-governmental organizations.

10. (Section I. General Education). If a degree, which AGECE will be used? If certificate which general education classes will be used? (note: THO 101 and HIS 122 must be included in all degrees and certificates as part of general education). *N/A*

11. What are the core class requirements (Section II)? (Please include as attachment of course descriptions with learning outcomes for each course.) *See Appendix A; no new courses*

12. (Section III) How many electives will be allowed for this degree and what are the boundaries for selecting electives (ex. Degree in education may require that all elective be an EDU class)? *No electives*

Using answers to questions 7, 8, and 9 complete the Program of Study in Attachment A

13. If this is a degree and the degree exceeds 60 credits, what is the justification? *N/A*
14. How will the proposed degree or certificate link to other degrees or certificates in the area of concentration? What degree of overlap will there be? What kind of student interest is expected in terms of student numbers and how did you arrive at that estimate? *If a student wishes to continue into the A.A. in Community and Public Health this Certificate would provide a good foundation.*
15. What instructional staff will this program require? (Will the College have to hire additional persons, provide more logistical support, or other resources?). *Ideally, the college will hire a faculty member with expertise in Community and Public Health but since there are only 8 credits of Community and Public Health, this would need to be a split position or an interdisciplinary faculty position. We currently have a strong pool of adjuncts teaching these courses..*

ATTACHMENT A: Program of Study

	TOHONO O'ODHAM HISTORY AND CULTURE (HIS 122)	3
	TOHONO O'ODHAM LANGUAGE (THO 101 OR THO 106)	4
	WRITING I (WRT 101)	3
	INTRO TO NUTRITION (BIO 127H)	3
	BASIC STATISTICS (MAT 225)	3
	PERSONAL HEALTH AND WELLNESS (CPH 178)	3
	INTRO TO PUBLIC HEALTH (CPH 200)	3
	PSYCHOLOGY AND CULTURE (PSY 132)	3
	GROUP WORK (SSE 111)	3
	SUBSTANCE ABUSE PREVENTION (SSE 123)	3
	EXPLORING CAREERS IN HEALTH PROFESSIONS (CPH 101)	2
	TOTAL	33 CR HR

ATTACHMENT B: Curriculum Map

Certificate in Community & Public Health		CORE COURSES		
OUTCOMES		CPH 101	CPH 178	CPH 200
1	Compare the organization, structure, and function of healthcare, public health, and regulatory systems at local, tribal, and national levels.	I	R	A
2	Discuss how structural bias, social inequities, and racism impact health and create challenges in achieving equity	I	R	A
3	Communicate culturally and scientifically informed public health content effectively, both in writing and in oral presentations.	I	R	A

Key:

I = Introduce (Themes that relate to an outcome are introduced)

R = Reinforce (Themes that relate to an outcome are reinforced. Students will have already become familiar with the theme.)

A = Assess (A course-embedded assessment is included in the syllabus to assess overall student achievement.)

TOHONO O'ODHAM COMMUNITY COLLEGE

TO: BOARD OF TRUSTEES
THRU: ADMINISTRATORS TEAM
FROM: EDUCATION DIVISION
SUBJECT: New Full Time Biology Instructor
CC: PAUL ROBERTSON, PRESIDENT
DATE: MAY 9, 2024

Background: With the proposed expansion of offerings in health-related fields, a new full time instructor in Biology is needed. The purpose is to hire somebody who can plug our deficiencies in Microbiology and Anatomy and Physiology.

Justification: We hire several adjunct faculty to cover the present offerings from the AA and AS in Life Sciences. However, we lack specialized faculty for some of the important courses in human biology. The proposed job description is included.

Action Requested: Request approval of a new hire in Biology.

Recommendation: President requests approval.

TITLE **Biology (BIO) Instructor**

CATEGORY Education Division

DESCRIPTION **Job Title:** Biology (BIO) Instructor

Reports To: Academic Dean

Status: Full-time/ Regular/ Exempt

Salary: \$47,701 – 77,817 (DOE)

SUMMARY: The Biology Faculty Member will be responsible for teaching courses in human anatomy and physiology and general biology in a tribal community college setting. Teaching assignments may include evening classes with in-person, hybrid, and online format. The successful candidate will be expected to design curriculum, participate in student assessment, engage in professional development, committee work, advising of students, and other faculty activities. The instructor will support the T-So:son (Our Core Values) including T-Wohocudadag – Our Beliefs, T-Apedag – Our Well-Being, T-Pi:k Elida – Our Deepest Respect and I-We:mta – Working Together.

ESSENTIAL DUTIES:

- Instruct students in online asynchronous, online synchronous via Zoom, and in a classroom setting in an assigned area of responsibility, (15 semester hour teaching load each semester);
- Ensure applicable core competencies are addressed; develops courses and course syllabi; plans, teaches, observes; grade assignments completed by students; and evaluate overall student performance;
- Implement student-centered pedagogy and maintain focus on student learning outcomes;
- Develop, implement and integrate Tohono O’odham culture in the curriculum;
- Maintain office hours and participate in college committee and service activities;
- Maintain currency in the discipline and in new and/or revised pedagogies and educational philosophies;
- May assist in the preparation of schedules and course offerings;
- Performs other duties of a similar nature or level.

POSITION TRAINING AND EXPERIENCE:
REQUIREMENTS

Minimum Qualifications:

- Master's degree in Biology or related field, or masters in any teaching field with 18 graduate semester hours in the teaching field;
- Experience with multimedia presentation and online course development and teaching;
- Three to five years of experience teaching anatomy and physiology and general biology in an academic environment.
- Experience in curriculum development.
- Demonstrated commitment to student success.
- Excellent communication and interpersonal skills.

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

- Ph.D. in the teaching field.
- Ability to set up and manage biology labs.
- Ability to speak and understand O'odham and/or Spanish.
- Knowledge and understanding of the historical and contemporary issues facing Native peoples.

LICENSING REQUIREMENTS

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

KNOWLEDGE:

- Instructional methodologies;
- Adult learning theory;
- Research methods;
- Student evaluation methods;
- Principles in assigned academic area;
- Advising processes and practices;
- Curriculum development.

SKILLS:

- Conducting research;
- Evaluating student performance;
- Instructing students;
- Creating collateral materials for class sessions;
- Advising students;
- Grant writing;
- Working with Native American students;

- Communication, interpersonal skills as applied to interaction with subordinates, coworkers, supervisor, and the public.

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

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

ABOUT THE ORGANIZATION Tohono O'odham Community College (TOCC) is a two-year college for individuals from all walks of life who want to further their education. TOCC primarily serves the residents of the Tohono O'odham Nation, but anyone pursuing a higher education is welcome to attend. TOCC is accredited by the Higher Learning Commission.

EOE STATEMENT We are an equal employment opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability status, protected veteran status or any other characteristic protected by law.

THIS POSITION IS CURRENTLY ACCEPTING APPLICATIONS.

TOHONO O'ODHAM COMMUNITY COLLEGE

TO: BOARD OF TRUSTEES
THRU: DR. PAUL ROBERTSON, PRESIDENT
FROM: JAY JUAN, CHIEF OF OPERATIONS
SUBJECT: POLICY FOR KEYS/ACCESS CARDS
CC:

Background: Updating the door locking and securing system for the College and providing a policy to govern.

Justification: This policy provides a detailed outline on who should have access to College facilities and how that process will be managed. The purpose is to provide the most secure environment for students, faculty, and staff.

Action Requested: Review and approval as College policy for Keys/Access Cards.

Recommendation: Approval

PURPOSE

To protect the property and privacy of the College, and of individuals assigned to use College facilities, by limiting access to such owned or leased facilities.

POLICY

- A.** It is the policy of the Tohono O'odham community College to issue building and room keys/access cards to faculty, staff, resident students, and persons or organizations with contractual agreements with the College.
- B.** All keys/access cards are the property of the College and must be returned upon termination of employment. Obsolete or unneeded keys must be returned to the Operations/Facilities department.
- C.** Employees and resident students will be issued a key/access card at the lowest level in the locking system hierarchy that is necessary to provide the required access.
- D.** This policy and its enforcement are the responsibility of the Operations/Facilities department and are implemented through the appropriate department administrators (President, Deans, or Directors). The Operations/Facilities department will maintain systematic and effective control of all keys/access cards for rooms and/or buildings primarily under the control and jurisdiction of the College.
- E.** The Operations/Facilities department is responsible for issuing and tracking keys/access cards and maintaining accurate records. Keys/access cards are issued in the strict trust that proper measures will be taken to ensure their safekeeping. Loss of keys/access cards can result in great financial loss to the College and expose College community members to unnecessary risk.

- F.** If an individual loses a key/access card or it is stolen, the individual must immediately report this to the Operations/Facilities department and notify their supervisor/administrators (President, Deans, or Directors). Resident students must notify the Residence Life Coordinator.
- G.** If it becomes necessary to recore a building or an area within a building because of lost or stolen keys/access cards, the departments responsible for the lost or stolen keys/access cards may be charged costs for new cores and issuance of new keys/access cards.
- H.** The Operations/Facilities department is the authorized agent for installation, maintenance, and control of all locks and keys/access cards for the College buildings. This responsibility includes design of lock systems, maintenance of core, keys/access cards and records.
- I.** It is a violation of College policy for any individual to duplicate any key/access card issued by the College. Only the Operations/Facilities department is authorized to approve duplication of keys/access cards. All duplicates must be made and recorded in the Operations/Facilities department.
- J.** Whenever possible, the key/access card policy for leased facilities operated by the College will be the same as that of College owned facilities.

Procedures

- 1.** Keys/access cards will be issued to College employees upon request and approval of the appropriate administrators (President, Deans, or Directors). Resident students will be issued a key/access card upon the request and approval by the Student Life Coordinator. The individual to whom the key/access card is issued will be held responsible and accountable for said key/access card.
- 2.** Duplication of a key/access card, or the possession of a duplicate key/access card, will result in disciplinary actions.
- 3.** Loss or misuse of a key/access card may result in disciplinary actions up to and including discharge.

Item	Actions	Discussion/Resolution/Comments
1. Annual Report (AR) for FY 2023	Presented Annual Report to GuVo, Pisinemo, HRDC.	Report was well received. Very positive feedback from community and from HRDC members. Chukut Kuk scheduled for May 4.
2. Audit	Participated in presentation of audit by KLA to the HRDC. Reviewed and solicited comments re. an Audit proposal from Windes	Windes' is in California. Audit experience including with U. Cal. Fullerton, University of San Francisco, etc. Review by YPTC consultant is positive. Need to secure auditor. Should move ahead with Windes.
3. Presidential transition.	Preparing to leave TOCC by following up on items including audit, insurance forms, and District meetings.	Looking forward to the advent of the next TOCC President.
4. Human Resources	Illness along with departure of HR Director has hampered the operation but people are addressing priorities.	Important HR tasks are pressing on current staff. Several applicants are in the queue. President recommends waiting until new President is on board to hire.
5. San Carlos Apache College site	Two months ago SCAC presented to the BOT concerning their progress at separating from TOCC.	Progress is reportedly taking place. There is a concern about the timeline SCAC predicts: a 7 year horizon was mentioned – That needs to be revisited very soon.
6. Construction	After BOT approval of the combination gymnasium/student lounge ESB commenced survey work at end of April.	Horizon for completion of 20,000+ square foot building: May 2026.
7. Phoenix Center Move	Had legal review sublease contract with Phoenix Indian Center for new site at 4040 N. Central Avenue, Phoenix. Collaborated with IT/PHX Director on extending lease for current site until end of May due to overrun on time for rehab of new site.	Logistics are in order for the transition. Director is advertising the move. Sustainability has worked with IT and Aaron Bates has worked with the PHX Director and PIC. Things should be in order and occupancy of new site should take place NLT June 1, 2024.

8. Attorney Representation	BOT approved continuing relationship with Leonika Charging and her staff under the new company that will be headquartered in Phoenix: Cedar Tree Native Law will represent TOCC.	The transition to Cedar Tree has been seamless.
9. Reports to HLC/IPEDS	Higher Learning Commission reporting and IPEDS reporting: Completed portions of each on timely basis.	Reporting requirements have been met for now.
10. "Tohono O'odham Community College Development LLC"	TOCCD LLC was still listed as active by Arizona Corporations Commission and was mentioned in TOCC's FY 2023 audit. HRDC noted this would likely be a discussion item when Audit is presented to the TOLC in June.	Delivered required paperwork and fee (\$70) to Az Corporations Commission on April 30. Anticipate receipt of confirmation of dissolution of the LLC NLT May 8. That paperwork plus TOCC legal's evaluation of LLC will be forwarded to HRDC NLT May 15 or sooner.

April 2024 Board Report Activities
Human Resources

Issues/Items	Discussion/ Situation	Summary/ Resolution
Presidential Search	Recruitment process; review applications and qualified candidates under review by search committee	In-Progress
Records Management System	HR Records Management System in electronic and manual files	In-Progress
Advertise / Recruit Positions	Continuously advertise vacant positions, conducted interviews, pre-hire employment processing; and on-boarding candidates	In-Progress
New Hire Orientation	Continuing to work on refining the new hire orientation process	In-Progress

Report to TOCC Board of Trustees:

Jay Juan
Chief of Operations
April 2024

Issues/Items	Actions/Assessment
Card Reader installation	Met with C&I Hardware Company on April 2 nd to determine installation plan. Wişag Koş Maşcamakuđ received the readers first then moved to S-cuk Du'ag Maşcamakuđ. Installation was completed on April 26 th . Additional readers will need to be order for installation at a later date. Staff will be issued cards for the readers that have been installed starting mid-May.
GSK wall repair	Vortex-vendor from Tucson was contacted for wall repairs. All repairs were completed on April 5 th .
TON Council General Session	Several planning meets were held to discuss accommodations for Council's week long General Session held in the Patio. General Session was held on April 8 th through the 11 th , it went well. Council is asking if they can return in the upcoming months.
Presidential Search	Setting up for open forum and meet & greet. Clean-up following the events.
Spring Community Gathering	Major vegetation (weeds) cleanup/landscaping work at S-cuk Du'ag Maşcamakuđ was conducted. Chairs and tables setup for event.
AC repair	Dorm AC unit went down. Contacted AC company out of Tucson to come out. Unit was repaired and is operating fine now.
Turtle Sign	Sign was moved from Board Conference room and hung in Library.
Facilities Building Renovation	In order to make more room for the storage of tools, renovations to the old Facilities Maintenance building has begun. Old termite infested walls have been removed and are being replaced with new materials. Termite treatment was applied.
Refinish Dorm Floors (Common area)	A local contractor has submitted a quote to refinish the floors during the summer break. Paperwork has been submitted for startup payment.
Requests for Service – SchoolDude	Operations/Facilities Maintenance received 53 service requests for the month of April. Maintenance/Events related issues – 19 Vehicle use requests – 34
Student Transportation	4/1 - 4/5/2024 – 10 students, 2 average for 5 days. 4/8 - 4/12/2024 – 16 students, 3.2 average for 5 days. 4/15 - 4/19/2024 – 12 students, 2.4 average for 5 days. 4/22 - 4/26/2024 – 18 students, 3.6 average for 5 days. 4/29 - 4/30/2024 – 10 students, 5 average for the last 2 days of April.

To: Tohono O'odham Community College Board of Trustees
 Thru: Paul Robertson, President
 From: Ronald Geronimo, Director
 Frances Benavidez, Program Director, NSF TEAC
 Subject: April 2024 Board Report

O'odham Ñi'okĩ Ki:

Key Issues / Items Addressed in April 2024

Strategic Initiative	Issues/ Items	Actions/Assessments
Language Documentation – Print and Video	Developing new digital and print resources.	<ul style="list-style-type: none"> - <u>Translation Requests</u> Fulfilled four (4) translation requests for Nation's programs, TOCC and neighboring communities.
Capacity Building: Training Program for Speakers on Transcribing, Translating, and Teaching O'odham	Building capacity for TON Head Start Centers: Pisinemo, Santa Rosa, North Komelic to transition to immersion Head Start Centers and build the language fluency of the parents and families.	<ul style="list-style-type: none"> - <u>Continued Planning and Capacity Building Toward an Immersion Early Childhood Program</u> The O'odham Ñi'okĩ Ki: is meeting with TON Education Dept. and Head Start Center leadership for on-going planning and development of immersion Head Start Centers.
Networking and Outreach – Organizing with the Community	Promoting Language Use and Language Visibility	<ul style="list-style-type: none"> - <u>O'odham Ñi'okĩ Ki: hosted and participated in ten (10) outreach events, reaching over 300 people:</u> <u>O'odham ñi'okĩ immersion lunches (4)</u> at Wişag Koş. April marked the conclusion of immersion lunch for the spring semester. Each week was well attended by staff and community members. <u>Provided a language awareness presentation to Gu Vo'o and Schuk Toak District Councils</u> in partnership with the Language Awareness Advisory Committee. The districts were supportive of the campaign, shared gratitude for resources available through the language center and people shared stories about their language experiences. <u>Participated in Month of the Young Child</u> hosted by the Nation's Head Start and Child Care Program, promoting language learning through interactive games and activities. - <u>Hosted the quarterly Gathering of Language Advocates</u> – brought together language focused programs to discuss the progress in reaching high priority needs toward language sustainability. - <u>Continuing to plan a youth language conference</u> – in collaboration with the TON Education Dept. and other language focused programs to reach 4th, 5th, and 6th grade students and promote language learning and use. The conference is scheduled for the end of June.

		<ul style="list-style-type: none"> - <u>Planned and organized three community-based language learning programs with Sells District</u> set to begin in May. The three programs will reach 5yr. olds to elders to teach specific aspects of the language through interactive sessions. - Provided an informational session on the O’odham Language Center with the Topawa Community Elders - Invited to attend the “Our Life, Our Language” Symposium held in Salt Lake City Utah and made a presentation on the development of the O’odham Language Center to different Native American Groups from Utah.
Other	Collaboration across the college.	<p><u>Planned, organized, and hosted TOCC’s Spring Community Gathering</u> in partnership with all departments of TOCC and community partners aligned with TOCC President Robertson’s vision. The event brought in over 150 community members who learned about TOCC programs, heard from speakers in continued celebration of the college’s 25th year anniversary, and enjoyed music, food, and games.</p> <ul style="list-style-type: none"> - <u>Himdag Committee</u> ONK staff continue to organize bi-monthly meetings and work collaboratively across all college programs to host Himdag Committee events. Assisted with: <ul style="list-style-type: none"> o Cleansing for Living Lab o Coordinating Residence Life Cleansing o Schuk Toak Trip o Reviewing and approving new course/modifications to course curriculum

Board of Trustees Report
Laura Sujo-Montes, Dean of Academics
Education Division April 2024

Issue	Discussion	Summary/resolution
Carnegie Math Pathways	Visit	We received the visit of two WestEd representatives that have been working with TOCC faculty in getting up to speed to offer Carnegie Math Pathways, Quantway College, to meet the basic math requirement. With the AGECE redesign, a quantitative reasoning course will be required. The Quantway College meets the requirements for such a quantitative reasoning course, so we are a little ahead of the game by implementing this course.
Faculty	Seven Generations Knowledge Grant	We received a visit from a faculty from NAU, Dr. Kitcka Petrova, as part of the Seven Generation Knowledge Grant. Drs. Michele Rountree and Curtis Peterson traveled on separate occasions to NAU to present on their selected topics. This exchange enriches the experiences of faculties at both universities.
AZ Transfer Summit	Good representation from TOCC	Several key personnel from TOCC: Chandra Claw, Gloria Benavidez, two advisors (Christina Coffman and Grace Salcido), Julie McIntyre (curriculum specialist), Dr. Michele Rountree (social work instructor) and myself attended the AZ Transfer Summit. The purpose was to better understand the system, for those new to TOCC, and to learn more about the upcoming coming changes to the AGECE in the fall 2026

O'ohana Ki:, April 2024

Issue/Point	Discussion	Summary/resolution
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Library Space	<p>As part of the AICF Digigrant, the defunct computer lab is being converted into a makerspace.</p> <p>The signage from Komckuđ E'Wa:'osidk Maşcamakuđ has been installed on the West wall of the library.</p>	<p>Materials were delivered. There are some logistical details that staff need to work out in terms of placement. An inventory is being conducted and items are being added to the library collection for inventory purposes. Preparations are being made for a May 30th exposition as part of the Digigrant's Community Day.</p> <p>The signage is a perfect fit for the wall it is placed on however the backlighting will need to be readjusted.</p>
Staffing, Work, and Space	<p>Staffing has been changing in the library in a positive direction. Now that there are multiple student workers and a newer employee, emphasis has been to provide professional development and exposure to other institutions as part of career preparation skills.</p>	<p>Two major donations were scanned with materials being identified for collection accessions and donation to other library institutions. A large number of books were also placed on the free book cart for personal library additions. (The cart is virtually empty now.) Community members in Nation positions have standing requests for magazines and their needs have been addressed. Librarian picked up two additional courses after the unfortunate passing of Mr. Camillus Lopezbađ, HIS 122-6 and TOS 240. Librarian also assisted two other instructors in their onboarding regarding Canvas, Zoom, and general information.</p> <p>As part of the celebration, student workers were given the task of creating two exhibits in the hallway of I-We:mta Ki: Jane Latane provided digital copies of the TOCC Graduating Class slideshow and the history/timeline which served as the basis for both displays. Library staff provided refreshments for the O'odham Bingo during the Spring Fling.</p> <p>Library staff traveled to ASU's Labriola Center for its grand opening. A gift of 11 San Simon Readers was made to the Center. (The titles were from the extra copies on hand not cataloged or stamped.) Library student workers and staff were included in and attended the Digigrant's Business Etiquette Seminar hosted by ASU's Native American Student Services.</p>
Engagement	<p>Library usage has continued to increase in person and</p>	<p>Library literacy sessions were conducted in History and Writing courses. In Dwayne Pierce's History 122 courses, follow up Chicago Manual</p>

		<p>Style sessions were conducted in preparation for the final paper. Formatting was readdressed and a quick overview of Word and Google Docs features were included.</p> <p>Continued attendance after the hours of 5:00 pm continued but waned in the last week of April.</p>
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NSF STEM Grant

Report Month: April 2024

Submitted by: Teresa Newberry, Ph.D.

Issue	Discussion	Summary/resolution
Create Faculty Learning Community (FLC) with on-going mentoring by education consultants and cultural mentor.	This Maci:dag Wo:g (MW) Faculty Learning Community (FLC) is being co-led by the Faculty Development Committee (FDC).	A Faculty Learning Community meeting was held on 4/19 with a focus on the contributions of Camillus Lopez Baq through the Faculty Learning Community and determining how to continue the work of the Man in the Maze for Education and incorporation of core values in our teaching and learning. <i>Goal 5: Faculty Support and Development to provide culturally responsive curriculum and Goal 2: Indigenize and transform TOCC STEM curriculum.</i>
This project is piloting the use of the Man in the Maze Educational Journey to increase student success and resilience in their academic programs.	Work is on-going in using Man in the Maze Educational Journey for student success at TOCC by working with faculty and creating animations.	Work is continuing for the Man in the Maze animations. <i>Goal 2: Indigenize and transform TOCC STEM Curriculum. Obj. 3.2 MiME Educational Journey with support by Cultural Mentor and Student Self-Assessment.</i>
Support for students during their transitions from TOCC to universities.	Working with UA on articulation pathways for Physical and Life Science programs in Health, and Environment.	On-going meetings with the School of Natural Resources and the Environment for articulation pathways. <i>Goal 4: Support for Transitions from High School to TOCC to University</i>
Support for students during their transitions from TOCC to universities.	The 2024 Summer Science Institute with a focus on Climate Science & Data will be led by Dr. Hamidou Keita.	Nine students have been accepted for participation in the Summer Science Institute/SCI 290 course. <i>Goal 4: Support for Transitions from High School to TOCC to University</i>
The Tohono Field Studies (TFS) Center will provide opportunities for students to professional skills so that they are	The TOCC Living Laboratory (TLL) will provide experiential, hands-on learning for students at TOCC, restore habitat to increase biodiversity, and provide opportunities for field studies.	Work continues with the TOCC Living Lab with a high level of student involvement by 4 student research assistants and students in Natural History of the SW. A presentation was made to the Himdag Committee on 4/8 followed by a blessing on 4/24 and presentation to the community of Crowhang on 4/28. We also participated in Spring Fling on 4/18.

prepared for a career in the sciences.		<i>Goal 3: Promote professional preparedness of students.</i>
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Student Services Highlights May 2024

Dean of Student Services – Yolanda Pacheco

TOPIC	DISCUSSION	SUMMARY/RESOLUTION
College tour for Fine Art students	Visit to Institute of American Indian Arts (IAIA) in Santa Fe, NM	1 Staff, 2 Faculty and 10 students traveled to Santa Fe, NM to tour IAIA. The students are interested in transferring to the Institute to pursue their higher education. TOCC has an articulation agreement with IAIA.
AICF Digitization Grant	Research Symposium with Etiquette Dinner and Employer Convening.	<p>TOCC and Baboquivari High School students attended a Research Symposium and Etiquette Dinner in Tempe in collaboration with the American Indian Studies program at ASU. A total of 60 attended.</p> <p>Invitations were sent to all departments of the Tohono O'odham Nation to attend an Employer Convening. The discussion was to include what the needs of the employers are from college graduates and/or interns and how can TOCC better prepare them. 3 employers attended the convening from Human Resources.</p>

Phoenix Center – Director, Cassandra Scott

TOPIC	DISCUSSION	SUMMARY/RESOLUTION
Center visitors	April visitor numbers	100 (17 staff visits)
Events and outreach	April events and outreach	<ul style="list-style-type: none"> • DreamCatcher/DreamBuilder Info Session at S-Ki:kig Maščama Ki: • AICF Native Higher Education Insights series • ATUIE - Spring 2024 Meeting • Arizona Indian Education Association meeting • Advising in person at S-Ki:kig Maščama Ki:

		<ul style="list-style-type: none"> • ECE instructor/student gathering at S-Ki:kig Maşcama Ki: • Gu-Vo District Council meeting attendance • AZ Transfer Summit professional development • Spring 2024 completion of in person courses ART, MAT & WRT • Ongoing HR search for Phx Center Technician • Phoenix Indian Center collaboration May 2024 • M3 moving planning for May 2024
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Disability Resources – Dr. Anthony Osborn

TOPIC	DISCUSSION	SUMMARY/RESOLUTION
Wraparounds	Conducted wraparounds to address student accommodations and progress.	Students' accommodations were reviewed specifically related to performance and grades. Minor adjustments were made to accommodations based on student progress.
ADA Issue	Conducted Research Related to a Student living in the dorms related to ADA.	Provided perspective related to the case.

Student Success Coordinator – Rene Garciguirre

TOPIC	DISCUSSION	SUMMARY/RESOLUTION
Student and Community events	April events and activities	Fun Run/Fun Walk - Apedag Ki:, 4/18/24. TOCC Program Showcase, 4/18/24. Schuk Toak District Community Visit, 4/19/24.
Community and Student Meetings:	Met with 40 students and 50 community members	These interactions ranged from individual consultations, wrap-around meetings, academic check-ins, group discussions, and community outreach aimed at understanding their needs and

		how our institution can support them better.
Workshops	Résumé Workshop	The workshop covered topics such as résumé formatting, effective writing techniques, and tailoring résumés for specific job applications. We had a turnout of 10 students, and the feedback was positive, highlighting the need for such practical guidance.

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

Key Issues/Items Addressed in **April 2024**

Issues/Items	Discussion/ Situation	Summary/Resolution
Workforce and Community Development (WCD)	Tohono Kosin	Tohono Kosin personnel continue providing lunch to events and meetings taking place at Wişag Koş. They provided the food for the horseshoeing training participants during the last 7 weeks. We still have the Manager position posted for the Kosin, but no applicants yet.
	GED program Dollar General Grant	The AICF grant (Dollar General) that supports the GED program is working on the financial and progress report that is due at the end of this year's cycle. The team is working with the Sponsored Programs Office to complete the report.
National Telecommunications Information Administration (NTIA) Grant	Computer training	The grant continues working with the Nation's Districts. We started with San Xavier and we are making progress with Sif Oidag district to start the training there as soon as possible.
IT Department	Jenzabar One testing phase deployment and IT issues	We still have some issues to resolve after the upgrade to Jezabar One. Issues with the online application have been addressed and resolved. The IT team is working with moving the computer and AV equipment (video smart boards) to the new S-Ki:kig Maşcama Ki: center. We also started working with Jenzabar's support to make an assessment of the TOCC personnel needs and create a development plan for the college. That will include a visit to TOCC where Jenzabar representatives will work with the key users and understand their needs on knowledge of the system. We have been working with Jenzabar addressing the Multi-Factor Authentication (MFA). It seems we are the first college ever to address MFA for the Jenzabar One system and the process is still in development.

Land Grant Office of Sustainability	Horseshoeing training	<p>The Horseshoeing training is ending on May 3. There is going to be a recognition of the participants at the Tohono Kosin. The 7 participants will get the Horseshoeing Certificate and the tools for them to be ready to have a business in horseshoeing in the Nation. Please check the video about the training here:</p> <p>https://youtu.be/_J5FQYizB1E?si=8ibAEOUo6ITSmjb</p>
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Board of Trustees Report
 Anselmo Ramon
 Chair of Workforce & Community Development
April 2024 Report

Challenges-Resolutions and Accomplishments

Program	Status	Recruitment	Summary
<p>Apprenticeship (WCD)</p> <p>Directs any new Apprenticeship inquiries and former students who would like to re-enroll or enroll to Mr. Jackson Doe, Apprenticeship Director.</p>	<p>Solar Installer Program</p> <p>Courses to be offered Fall 2024 session. SLR 104 (1) Basic Electricity 3 Credits SLR 225 (1) Load Calculation 3 Credits</p> <p>WCD, Office of Sustainability and Education Dean continue to meet with Tohono O’odham Health Care Professionals to discuss a partnership with TOCC’s health care related occupations. CNA, EMT and a TOCC course in health professions CPH-101.</p> <p>CNA classroom equipment has been arriving to Schuk Du’ag campus and will be set up in a designated classroom</p>	<p>WCD program continues to advertise the Solar Panel Installer program and encourage students and community members to take advantage of the ‘free books and tuition’ offered by Tohono O’odham Community College.</p> <p>SEM Meetings with SSD and Education. Strategic Enrollment Management benchmarking process for Cultivating Native Student Success at TOCC. The project leads are Student Services and the Education Division. WCD Pre-College GED program is included in this project.</p>	<p>The Solar program continues to advertise and promote the use of solar energy as a viable source of energy.</p> <p>Student are provided with hands-on training for the solar panel installer program.</p> <p>The SEM grant will support the Pre-College GED program in its annual GED Adult Education Conference.</p>
Tohono Kosin	<p>Tohono Kosin is in a transition into a restaurant with courses on a short term basis (micro-credential) and continue to prepare courses for direct employment in the food industry.</p>	<p>Tohono Kosin, Lead cook, Tyrone Mandre and Antonola have been working with Wisag Kos departments to provide breakfast and lunches for on-site trainings and meetings. Wisag students benefit from these activities as they are invited to breakfast and lunch as they are available.</p>	<p>TOCC office of Sustainability and WCD will continue to communicate with BHS and TOHS for services associated with the food service industry.</p>

<p>Pre-College GED</p>	<p>One Pre-College in-person GED position is currently open and interviews are being scheduled as candidates apply and who meet the criteria for the position.</p> <p>The Pre-College GED program has Aztec software that assist students in building academic skills in all of the GED content areas, 4 computers are available for student use in the GED classroom.</p> <p>(NTIA) Team continues to work with the districts on the Tohono O'odham Nation to set up trainings and recruit participants. Currently Sif Oidak is the only district not being served by the NTIA grant due to district office closure.</p>	<p>Math tutoring continues to assist students to master the math concepts required to pass the official GED exam. The Math tutor provides one to one tutoring along with the Aztec software that mirrors the actual GED Math exam.</p> <p>A GED student recently completed all GED requirements and will be participating in spring TOCC 2024 commencement</p> <p>(3) Students are working with Linda Gates GED Math tutor to prepare for the official Math exam to be taken in May 2024.</p> <p>Marvin Carmen & Reyna Noriega have been offering Computer Literacy Training in the Districts on the Tohono O'odham Nation. Sells, Baboquivari, Chukut Kuk, Scuk Du Ag, Hickiwan, San Lucy, Pisinimo, Gu Achi, San Xavier and soon to be added, Sif Oidak</p>	<p>Bridget Pre-College GED Online Instructor provided has scheduled an online zoom orientation for new Pre-College GED applicants on April 19, 2024.</p> <p>Students who need to use our wifi are always welcome to come to Wisag Kos and connect with the instructor in our GED classroom.</p> <ul style="list-style-type: none"> • A study room has been established for GED students on campus <p>GED: Zoom- 6 students - 2 Independent study</p> <p>Computer Literacy Trainers meet at district sites to provide the training for those currently enrolled in the NTIA project.</p>
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**Ñia, Oya G-T-Taccul Am Hab E-Ju:
Our Dream Fulfilled**

TO: Tohono O'odham Community College Board of Trustees
 THRU: Paul Robertson, President
 FROM: Sylvia Hendricks, Director of Student Life
 DATE: April 29, 2024
 SUBJECT: Student Life Staff **May 2024** Board Reports

Sylvia Hendricks- Director of Student Life
Key Issues/Items addressed in 2024 April

Issues/Items	Actions/Assessment
Director of Student Life Monthly Highlights	<p>Just a few Highlights for the month for April 2024:</p> <ul style="list-style-type: none"> ➤ The month of April was filled with again meetings, District presentations and preparations for the ending of the 2024 Spring Session. ➤ The Presidential Search and Screening Committee continues to meet on a weekly basis, on Wednesday from 9 am – 12 pm. And as we get closer to our current president's departure we continue work on filling the position as reported last month, there were 2 interviews days conducted by the committee which resulted in 2 top candidates. Working with the HR Department there were 2 dates scheduled for the 2 top candidates visit, which were: <ul style="list-style-type: none"> ▪ Monday 4/15/2024 ▪ Friday 4/26/2024 <p>The HR Department will continue to update the Board on the progress and working with the Board and Committee Co-Chairs on next steps.</p> ➤ The following are extra meetings and events I attended during the month of April: <ul style="list-style-type: none"> ○ San Xavier District Presentation- 4/2/2024 ○ TOCC Board of Trustees Meeting- 4/11/2024 ○ Dual Enrollment Planning Session- 4/12/2024 ○ TOCC Spring Community Gathering- 4/18/2024 ○ Gu-Vo District Presentation- 4/20/2024 ○ Mandatory Security Staff Meeting- 4/26/2024 ○ HRDC Meeting- 4/29/2024 ○ Meeting with the Residence Program- Once a week (Updates) <p>Quick highlights on a couple of the extra meetings:</p>

	<ul style="list-style-type: none"> ○ Conducted a Mandatory Security Meeting as we prepare for the TOCC Commencement and Reception. Security was updated by Dean Yolanda Pacheco on requesting for them to again oversee the parking at the Commencement at BHS Fine arts Building and the Reception here on the S-cuk Du'ag Campus. Along with updates from the Residence Program on Move out dates for the dorm students along with Move-in timeline for the 2024 Summer Session. ○ Residence Life Coordinator Luke Vavages continues to work remotely in assisting with entering requisitions, creating flyers for the Residence Program for recruiting students for the 2024 Summer Session and 2024 Fall Session, and working on updating the Residence Life Website page. Our Goal is to fill up the dorms for the 2024 Fall Session. <p>➤ Attended all weekly and bi-weekly meetings, such as the weekly Admin and Himdag Meetings, etc.</p> <p>➤ I also continue to meet and work with the Food Program, Security, the Wellness/Athletic Program and the Residence Life staff on projects they are working on, making sure they have all the resources they need to complete projects.</p>
Food Program Information	<p>Just a couple of highlights in regards to the Food Program:</p> <ul style="list-style-type: none"> • The Food Program continues to provide delicious and healthy meals for Breakfast, Lunch, and Dinner for dorm students as all positions are filled and they also provide excellent service. They also continue to provide healthy snacks for students and staff • Through the work the Food Program does working with departments in providing meals for events, meetings and community events. They worked with providing meals for the 2 President Candidate Visits along with assisting with serving and providing Desert for the TOCC Spring Community Gathering along with setting up an information booth for the event, giving out food samples. They did a fantastic job!
Community relations and outside college contacts	<p>All areas of Student Life as well as the Athletic/Wellness Program have been collaborating with other programs on and off the nation and within the TOCC departments, as you will read in this report.</p>

Anne Miguel & Luke Vavages- Residence Life Coordinators

Key Issues/Items addressed in 2024 April

Issues/Items	Actions/Assessment
Current Residents	<ul style="list-style-type: none"> - 22 students (14 women and 8 men) in the dorms - Several students visited ASU Labriola Center in Tempe AZ - 2 students visited Institute of American Indian Arts (IAIA) in Albuquerque, New Mexico - Several students have applied to attend A Students Journey, which will be held in July to August.

	<ul style="list-style-type: none"> - Applications for Summer and Fall are being accepted and are being processed.
Preparation of physical structures	<ul style="list-style-type: none"> - Minor repairs continue to be worked on. - Several air conditioners went down, Operations were notified and brought the portable air conditioners for the students to use. - Student landscapers are removing the weeds and cleaning up the area during the early morning hours - Worked with Operations on scheduling a deep cleaning in dorms, which includes continued work on floors in the common areas of the dorms and Residence Coordinator's office. - Locks on the doors to dorms were upgraded to electronic locks. - Filters were changed in all the dorms and offices. A new schedule for the filters will be every 6 months instead of every 3 months.
Alarm System	<ul style="list-style-type: none"> - Alarm system needs repair to stop the constant beeping. This is an ongoing project request with Operations.
Residence Life Coordinator position	<ul style="list-style-type: none"> - Residence Life Coordinator and Director continue to meet regularly to update applications, concerns from students, staff and others. - Residence Coordinator Luke Vavages returned to work on April 1, 2024 working remotely. - I met with Mr. Vavages in person and by phone to provide him with updates on projects, along with getting his input on various projects including the Residence Life FY25 budget. - Residence Life Coordinator and Residence students participated in the TOCC Spring Fling on April 18. - Planned with assistance from Student Service a final event, a Cookout for the resident students. Students were allowed 2 guests for the cookout. - Met with new Maintenance Supervisor and updated her on various projects that are in progress and the plan for summer breaks. - Residence Life Coordinator and the Resident Assistants met with the new Student Success Coordinator. The Student Success Coordinator assisted with the planning of the end of year cookout, and also tutoring one of the residence student. - Attended Security meeting to update them on the Resident Move out dates and times at the end of the 2024 Spring Session along with discussing and updating them regarding a non-resident student being required to check in with the Residence Life Coordinator when visiting the dorms. - Continued to work with the kitchen staff, on number of students for meals and students with special diets.
Resident Assistants (RA)	<ul style="list-style-type: none"> - RAs have been very busy with their dorms, classes, final examinations, planning the cookout and preparing for the move out date from campus. - One RA attended the Cleansing with the Makai on April 26, 2024. She felt the cleansing was helpful and beneficial to her and other students. - The RAs have done a wonderful job this past year, attending classes, maintaining good grades, participating in events when asked, assisting students who need some guidance, or tutoring.

Drew Harris- Athletic/Wellness Manager***Key Issues/Items addressed in 2024 April***

Issues/Items	Actions/Assessment
Working status	a) As of today overall registrants to the Apedag Ki is 227. b) In the month of April 14 new registrants have signed up to the Apedag Ki: c) Overall user traffic in the month of April was 326. d) Social Media- Instagram: 610 over Followers as of April. 12 new followers. Facebook: 3.2K likes, 3.3K Followers
Coaching and Recruiting	a) Currently in the offseason. b) Recruitment for next season has begun.
Scheduling	a) Second meeting of the TOCC Youth Basketball Camp was held. Nearing the camp announcement to public. Scheduled for July 5 th & 6 th . b) Attended the Baboquivari Field Day event meeting scheduled for May 10 th . c) Attended the Children's Play Day event meeting scheduled for June 6 th .
Academics	a) Continuous follow up with runners on classes/credits and class schedule.
Administration	a) Working on organizing and uploading past Athletics' Student Athletes files for possible future audit. b) Uploaded pictures and discussed plan for new website Wellness tab on College's website.
Wellness	a) Apedag ki: staff hosted the Spring Community Gathering Fun/Run Walk. Created and printed Event t-shirts for the event on April 18th. There was a total of 67 registrants. b) Apedag ki: Staff Participated in the Nation's Autism Awareness Walk on April 27 th .
Budget/Fundraising	a) The Apedag Ki: Wellness/Athletic Manager has started working on a plan to spend down the remaining budget before the spending period ends. b) Worked on and submitted next year's 24-25 fiscal budget
Outreach/Community Service	a) A collaboration with HOPP to host an Autism Awareness Run/Walk is currently being planned. b) The Apedag Ki: hosted the Fun Run/Walk and presented at the TOCC Spring Fling.

Valentine Lee- Lead Security***Key Issues/Items addressed in 2024 April***

Issues/Items	Actions/Assessment
Student Issue/Disciplines	<ul style="list-style-type: none"> Two medical situations for the same student occurred.
Incidents report	<ul style="list-style-type: none"> None
Security Staff	<ul style="list-style-type: none"> Security had a couple of incidents for April which are mentioned above. Security assisted with the Spring Fling event on 4/18/2024. New electronic locks/card readers are being installed on the S-cuk Du''ag and Wisag Kos campus and are soon be operable. We continue to help each other out when needed on coverages.