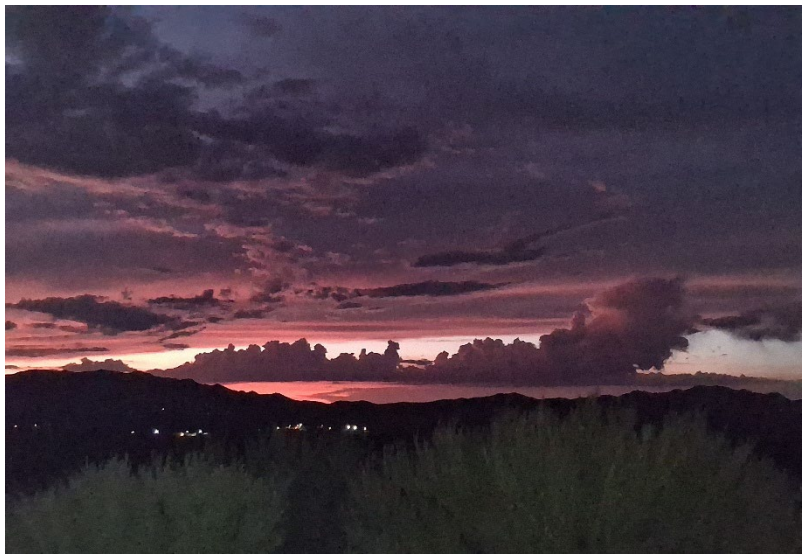

Tohono O'odham Kekel Ha-Maṣcamakuḍ

Board of Trustees Regular Meeting

November 20, 2025

TOCC Boardroom, Ma:cidag Gewkdag Ki:

S-cuk Du'ag Maṣcamakuḍ

In Person & Virtual Meeting

Tohono O'odham Kekel Ha-Maṣcamakuḍ
Board of Trustees Regular Meeting
Thursday, November 20, 2025, 9:00 a.m.
TOCC Boardroom, Ma:cidag Gewkdag Ki:, S-cuk Du'ag Maṣcamakuḍ

In Person and Virtual Meeting – Phone, Internet via Zoom

AGENDA

General Matters

Page No.

1. Call to Order / Roll Call
2. Invocation
3. Review and Approval of Agenda
4. Announcements and Upcoming Events
   - Recognition of the TOCC Jegos Cross Country Team
5. Minutes from the October 16, 2025 BOT Regular Meeting 02
6. Call to the Audience

New Business

1. Financial Report – Dean of Finance
   - October 2025 07
2. ADP Recommendation – Dean of Finance & Interim HR Director 39
3. Human Resources Report – Interim HR Director
   - October 2025 41
4. Revised TOCC Personnel Policies – Interim HR Director 44
5. Restored Position / Cultural Liaison – Interim HR Director 50
6. New Positions / Office 365 Trainer – Interim HR Director 54
7. AICF Futures Project – President
   - For Informational Purposes
8. AIHEC TCU Legislative Summit, February 3-6, 2026, Washington, DC – President
   - For Informational Purposes

Reports – by Division and Division Components

1. President, Human Resources, Operations, O'odham Ñi'okĭ Ki:, Title III 59
2. Education Division, O'ohana Ki:, 67
3. Student Services Division: Phoenix Center Director 69
4. Division for Sustainability: LGOS, Workforce and Community Development 71
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General Matters

7. Executive Session

Adjournment

Tohono O'odham Kekel Ha-Maṣcamakuḍ
TOCC Board of Trustees
P.O. Box 3129 Sells, AZ 85634
Phone: (520) 479-2304 | Fax: (520) 383-8403
www.tocc.edu

Tohono O'odham Kekel Ha-Maṣcamakuḍ
Board of Trustees Regular Meeting
Thursday, October 16, 2025
9:00 a.m.
TOCC Boardroom, Ma:cidag Gewkdag Ki:, S-cuk Du'ag Maṣcamakuḍ
In Person / Virtual Meeting

GENERAL MATTERS

1. Call to Order / Roll Call

   The Board of Trustees Regular Meeting was Called to Order at 9:17 a.m. by Chairperson Ofelia Zepeda. Three (03) members of the Board of Trustees were present.

Present	Excused Absence	Unexcused Absence	Attendance Time	TOCC Board of Trustees
X			9:17 a.m.	Dr. Ofelia Zepeda, Chairperson
X			9:17 a.m.	Jonas Robles, Vice Chairperson / Elder Member
	X			Treena Parvello, Secretary
X			9:17 a.m.	Mary Bliss, Member
				Administration Members
X			9:17 a.m.	Dr. Stephen Schoonmaker, President
X			9:17 a.m.	Yolanda Pacheco, Dean of Student Services
X			9:17 a.m.	Joann Miguel, Dean of Finance
X			9:17 a.m.	Dr. Laura Sujo-Montes, Academic Dean
				Recorder
X			9:17 a.m.	Evan Thomas, Special Assistant to the President
				Guests
X			9:17 a.m.	Jay Juan, Chief of Operations
X			9:17 a.m.	Ben Jose, Institutional Researcher, Office of Institutional Effectiveness
X			9:17 a.m.	Carmella Ortega, Interim Director of Sponsored Projects Office
X			9:17 a.m.	Shawn Nez, Senior Systems Administrator
X			9:17 a.m.	Drew Harris, Athletics and Wellness Manager
X			9:17 a.m.	Chloe Begay, Human Resources Generalist
X			9:17 a.m.	Frances Benavidez, Program Director, NSF TEAC, O'odham Ñi'okĭ Ki:

X			9:17 a.m.	Iris Nez, Bookstore Supervisor
X			9:17 a.m.	Jackson Doe, Apprentice Program Director
X			9:17 a.m.	Jai Juan, Recruiter
X			9:17 a.m.	Kristin Eberhardt, Project Director, Title III Grants
X			9:17 a.m.	Rebecca Valentine, Data Entry Clerk
X			9:17 a.m.	Annastasia Gonzalez, Office Coordinator, Operations

Executive Summary: TOCC BOT acted on the following at the October 16, 2025 regular meeting:

- Approved the September 18, 2025 TOCC Board of Trustees Regular Meeting minutes as presented.
- Accepted the September 2025 Financial Report as presented.
- Accepted the Human Resources Report for October 06, 2025 as presented.
- Approved the creation of the TOCC ESports Athletic Team and the team's application to become a founding member of the AIHEC TCU Esports League as presented.

2. Invocation

   Jonas Robles gave the Invocation.

3. Review and Approval of Agenda

   The BOT meeting agenda was reviewed and no changes were indicated.

   A motion was made to approve the meeting agenda as presented.

MOTION: Motion by Jonas Robles, Seconded by Mary Bliss to approve the meeting agenda as presented.
VOTE: 3 FOR, 0 OPPOSED, 0 ABSTAIN, 1 ABSENT.
MOTION APPROVED

4. Announcements and Upcoming Events

   TOCC All Staff Meeting
   Friday, October 17, 2025, 2025
   8:30 am – 10:00 am
   Gewkdag Son Ki:, S-cuk Du'ag Mascamakud
   Breakfast will be provided

   Loft Cinema & TOCC Movie Nite
   Friday, October 17, 2025
   6:30 pm
   Parking Area North of E-Maşcamdam Ki:kĭ (Residence Halls)
   S-cuk Du'ag Mascamakud
   Corpse Bride

2024 – 2025 TOCC Annual Report Presentations

Hikiwan District Council
Thursday, October 23, 2025
3:00 pm
Multipurpose Building, Hikiwan District Compound, Vaya Chin

Tohono O'odham Legislative Council
November 2025 General Session
November 4 - 7, 2025
San Lucy Farms

Baboquivari District Council
Saturday, November 08, 2025
8:00 am
Baboquivari Distirct Office, Topawa

Sif Oidak District Council
Saturday, November 08, 2025
1:00 pm
Kaicu Ki:, North Komelik

TOCC WCD Mini Health Fair
Thursday, October 23, 2025
10:00 am – 2:00 pm
Tohono Kosin, Tohono Plaza, Sells, Arizona

Community Fall Gathering
Friday, October 24, 2025
4:00 pm – 7:00 pm
S-cuk Du'ag Mascamakud, O'odham Niok Ki:

Veterans Day
Tuesday, November 11, 2025
TOCC Closed

Keihina
November 11 – 14, 2025
Nightly 6:00 pm – 12:00 am
Baseball Field, Hawan Naggia / San Isidro Community

Social Pow Wow
Saturday, November 15, 2025
Huhu'u Weco, S-cuk Du'ag Mascamakud
1:00 pm – 8:00 pm
Requesting donations of water and Gatorade
Contact Adrianne Rios or the President's Office

American Indian College Fund (AICF) grants all TCUs a $100,000 Bridge Fund.

Ahniwake Rose, President & CEO, AIHEC, has confirmed she will be the Keynote Speaker at the TOCC Commencement ceremony in May 2026.

5. Minutes from the September 18, 2025, regular meeting of the TOCC Board of Trustees

   Minutes from the September 18, 2025 BOT regular meeting were available electronically and included in the October 2025 board packet. Secretary Parvello had previously reviewed the minutes and no changes were noted via email.

   A motion was made to approve the September 18, 2025 TOCC Board of Trustees regular meeting minutes as presented.

MOTION: Motion by Mary Bliss, Seconded by Jonas Robles to approve the September 18, 2025 TOCC Board of Trustees regular meeting minutes as presented.
VOTE: 3 FOR, 0 OPPOSED, 0 ABSTAIN, 1 ABSENT
MOTION APPROVED

6. Call to the Audience – None

NEW BUSINESS

1. Financial Report – Joann Miguel, Dean of Finance

   <u>September 2025 Financials</u>

   Dean Miguel reviewed the September 2025 Financial Report with the Board of Trustees.

   The Executive Summary, Financial Highlights, Recommendations/Updates and the Interoffice Memorandum were elaborated on.

   A motion was made to accept the September 2025 Financial Report as presented.

MOTION: Motion by Jonas Robles, Seconded by Mary Bliss to accept the September 2025 Financial Report as presented.
VOTE: 3 FOR, 0 OPPOSED, 0 ABSTAIN, 1 ABSENT
MOTION APPROVED

2. Human Resources Report – Tracy Worthey, Interim Human Resources Director

   Interim HR Director Worthey reviewed the October 06, 2025 Personnel Actions and the Employment Vacancy Activity Log. Three (03) to Five (05) new positions are slated to be posted by next week.

   A motion was made to accept the Human Resources report for October 06, 2025 as presented.

MOTION: Motion by Mary Bliss, Seconded by Jonas Robles to accept the Human Resources report for October 06, 2025 as presented.
VOTE: 3 FOR, 0 OPPOSED, 0 ABSTAIN, 1 ABSENT
MOTION APPROVED

3. TOCC Esports Team to join AIHEC TCU Esports League – Drew Harris, Athletics and Wellness Manager; Shawn Nez, Esports Head Coach

   Athletics and Wellness Manager Harris and Esports Head Coach Nez presented the proposal for the TOCC Gaming Club to become an approved TOCC Athletics Team, and to join the AIHEC TCU Esports League as a founding team member. Esports stands for electronic sports. It is casual gaming elevated to an organized and growing professional multi-player (or team) sport. AIHEC has determined to form an Esports League for TCU students.

   Esports at TOCC is more than gaming. It's an opportunity to build teamwork, leadership, and digital literacy. Having an Esports Athletics Team, and complementary gaming programs help TOCC attract and retain students by building inclusive, supportive communities. Offering academic tie-ins with IT and media programs promoting mental wellness, confidence and motivation are notable benefits. Student athletes who participate in Esports often report higher GPAs, stronger engagement and improved leadership skills.

   A motion was made to approve a new Athletics Team for TOCC Esports, and to authorize the College to submit its application to join the AIHEC Esports League as one of the league's founding teams, as presented.

MOTION: Motion by Jonas Robles, Seconded by Ofelia Zepeda to approve the TOCC Esports Club in joining the AIHEC Esports League as presented.
VOTE: 2 FOR, 0 OPPOSED, 1 ABSTAIN, 1 ABSENT
MOTION APPROVED

REPORTS – BY DIVISION and DIVISION COMPONENTS

The TOCC Division and Division Component Reports were reviewed and highlights summarized.

1. President, Human Resources, Operations, O'odham Ñi'okĭ Ki:, Title III
2. Education Division, O'ohana Ki:
3. Student Services Division, Phoenix Center Director, Student Success Cordinator, Recruiter
4. Division for Sustainability, Office of Institutional Effectiveness
5. Student Life, Food Program, Residence Life, Athletics & Wellness, Security

ADJOURNMENT – 10:52 a.m.

A motion was made to adjourn the October 16, 2025 TOCC BOT regular meeting.

MOTION: Motion by Mary Bliss, Seconded by Jonas Robles to adjourn the October 16, 2025 TOCC BOT regular meeting.
VOTE: 3 FOR, 0 OPPOSED, 0 ABSTAIN, 1 ABSENT
MOTION APPROVED

October 2025

Monthly Report

Fiscal Year-End June 30, 2026

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Restricted and Unrestricted Expenses: Budget by Project Summary by Source 30
Statement of Cash Flows 32

Prepared By: Nicole Ramer, YPTC
on November 6, 2025

Note: Data is sourced from Jenzabar and the board approved budget.

EXECUTIVE SUMMARY

Despite ongoing political uncertainty and current federal government shutdown, Tohono O'odham Community College (TOCC) remains financially strong.

As of October, unrestricted expenses are tracking below budget, with 68% of the annual budget remaining—slightly better than the target of 67%. This reflects strong financial stewardship across departments, aided by unfilled budgeted positions.

This month's budget variance was primarily due to the annual BIE expense of $1.374M for San Carlos Apache College, which was distributed in October. This resulted in a 6% overage for the year, driven by higher-than-expected BIE revenue, which increased the corresponding expense.

A new section has been added to the Restricted and Unrestricted Expenses: Budget by Project report to show the AICF Bridge Fund (1233). This grant was received in October and, while unrestricted by the donor, will be shown as a special project for tracking purposes and to separate it from the annual operating budget. It can be seen on page 29.

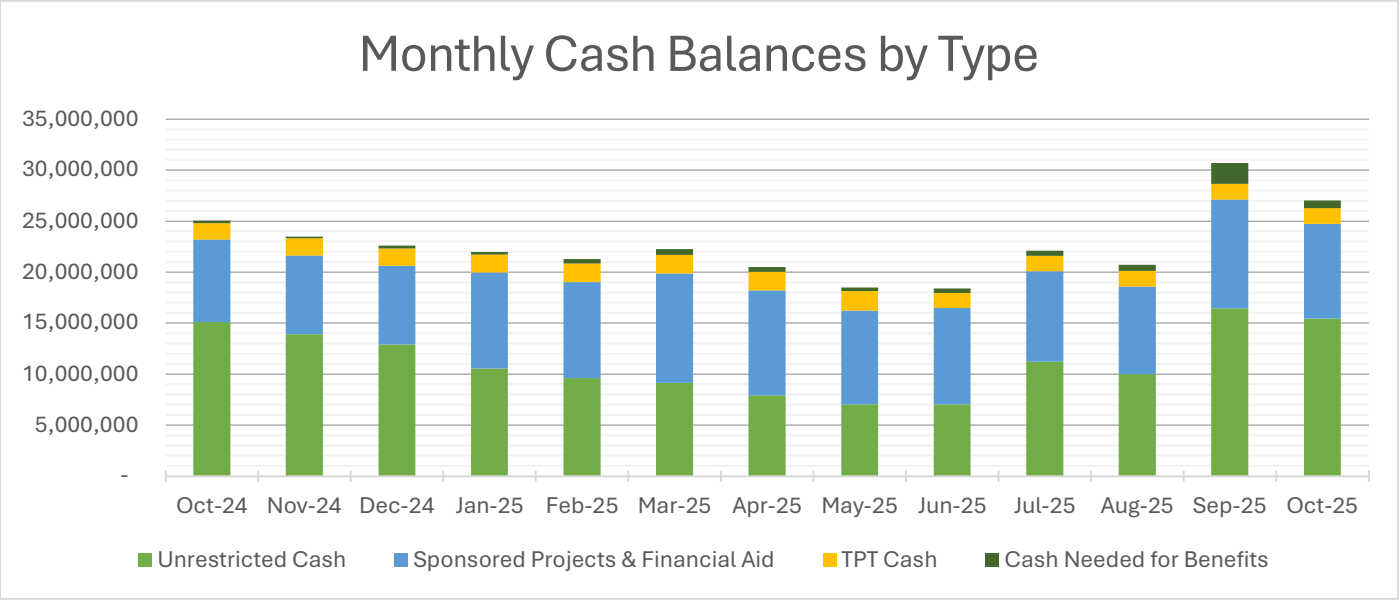
Please note: Fall term tuition has been recorded but not yet adjusted for tribally enrolled students. Once free tuition is applied, both student accounts receivable and tuition revenue will decrease accordingly.

FINANCIAL HIGHLIGHTS

Cashflow: The chart below breaks down the total cash balance for the last 13 months by the following categories:

- Cash Needed for Benefits –the outstanding balance payable to TON which represents 9 months of benefits. The last month invoiced by the Nation is September 2025.
- TPT Cash – restricted cash for AZ TPT State Construction Needs Funding (20-1400).
- Sponsored Projects & Financial Aid – restricted cash for net grant activities.
- Unrestricted Cash – the total cash balance less the amounts detailed above.

With unrestricted expenses averaging $900K per month over the past year, the current unrestricted cash balance can cover approximately 17 months of expenses. This is expected to decline over the remainder of the school year.



FINANCIAL HIGHLIGHTS *continued*

Sponsored Projects & Financial Aid:

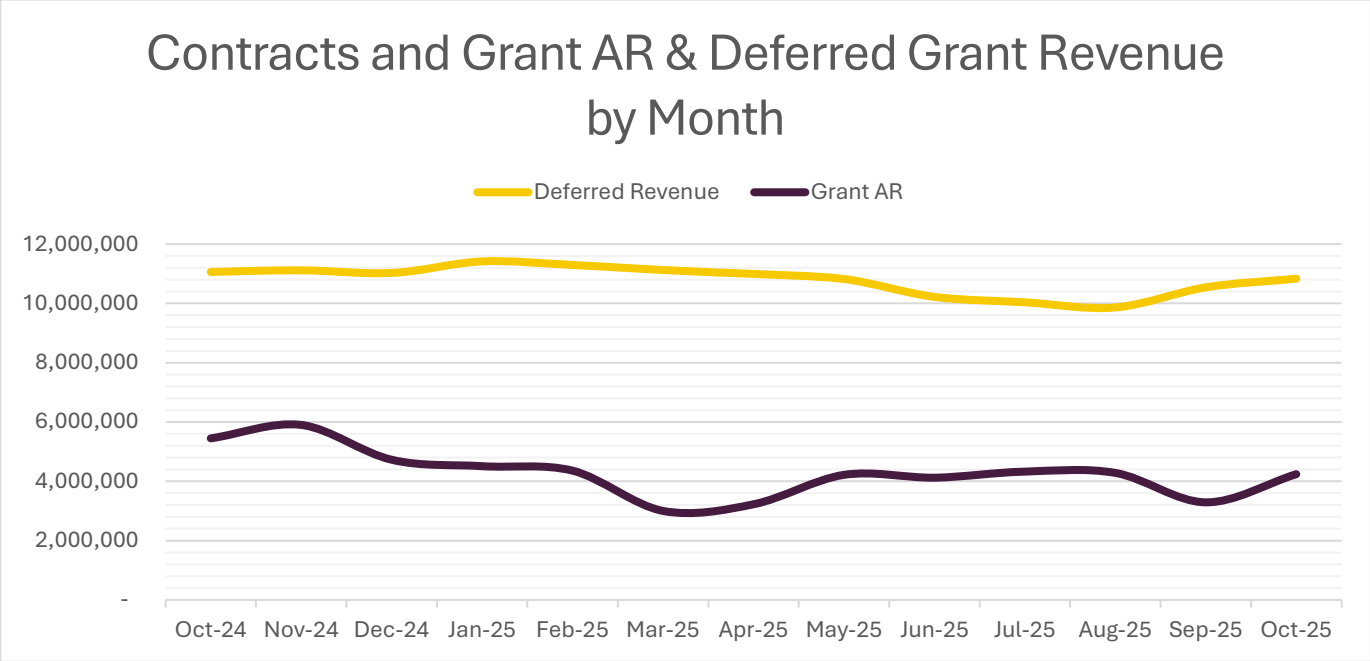
The graph below shows the trend of both deferred revenue and grant accounts receivable over the last 13 months. The deferred revenue will decrease as restricted funds have been spent. Grant AR will decrease as drawdowns are processed and rise with new expenditures.

Grant AR increased from September as expenses exceeded drawdowns in October for restricted grants, mostly from scholarship distributions. Deferred revenue increased in October after the receipt of additional restricted funds outpaced expenditures for the month. Most of the deferred revenue balance is concentrated in three grants: AZ TPT State Construction Needs Funding (1400), American Rescue Plan Fund (ARP) BIE PL 117-2 (1680) and Ed Stabilization Fund Covid 19 Assistance (8021).

Key grant activity in October includes drawdowns and receipts for:

- NSF -TCUP Pathways to Indigenous STEM (1114) - final drawdown of $57K
- AICF Bridge Fund (1233) - $100K
- AICF Empowering Relatives Emergency Funds (1234) - $23K

In addition to the grant funds, $52K was received from AICF and other direct scholarships for students.



RECOMMENDATIONS / UPDATES

- A review of the grant drawdown and reporting process is recommended. A meeting will be scheduled with Sponsored Projects staff to gather requirements for a reporting template and to improve indirect cost calculations, including consultant expense methodology.
- An interest-bearing account has been opened with Bank of America and funds will be transferred once online access is completed. Based on average monthly expenses, a balance of $2.6M will be kept in the checking account to maximize interest earnings. The balance will be reviewed monthly. Any grant funds requiring restricted interest earned will be tracked and allocated accordingly.

INTEROFFICE MEMORANDUM

TO: **Board of Trustees, Tohono O'odham Community College**
FROM: **Finance Department**
DATE **11/20/2025**
AGENDA ITEM: **Monthly Financial Reports For October 31, 2025**

EXECUTIVE SUMMARY

Enclosed are the financial reports for October 2025, and detailed budget reports by department.
The format was prepared and "Intended For Internal Management Use Only".
For the month ending October 31, 2025, as follows:

Bank of America - operating account		$ 25,490,308
Bank of America - TPT construction needs		1,524,633
Bank of America - secondary checking		6,550
Bookstore cash		562
Petty cash		100
Cash and cash equivalents in all accounts		$ 27,022,153
Investments:		
Wells Fargo Investments - building and operating reserves		$ 2,133,772
Community Foundation of Southern Arizona - endowment		481,313
Investment total		$ 2,615,085
Other Assets		
Student accounts receivable, net	680,772	
Contracts and grants receivable	4,244,343	
Bookstore inventory	341,658	
Prepaid expenses	209,924	
Right of use assets, net	235,326	
Land, buildings and equipment (net of depreciation)	21,301,963	
		$ 27,013,986
Total Assets		$ 56,651,224

Recommendation: The President recommends the Board of Trustees accept the financial report for the month ended October 31, 2025.

Operating Ending Cash Balance for October 31, 2025

Bank of America - operating account	$ 25,490,308
Less: Restricted Sponsored Projects Net Activity	(10,092,632)
Less: Restricted Student Financial Aid Net Activity	798,398
Less: Estimated cash needed for accrued benefits payment to TON	(752,139)
Ending Operating Cash Balance as of October 31, 2025	$ 15,443,935
Ending Operating Cash Balance as of October 31, 2024	$ 13,873,892

Tohono O'odham Community College
Statements of Financial Position
As of October 31, 2025, September 30, 2025, and June 30, 2025 (Unaudited)
(Intended for Internal Management Purposes Only)

Assets	(Unaudited) October 2025	(Unaudited) September 2025	(Unaudited) June 2025
Bank of America - operating account	$ 25,490,308	$ 29,153,221	$ 16,899,615
Bank of America - TPT construction needs	1,524,633	1,524,633	1,488,113
Bank of America - secondary checking	6,550	6,550	6,550
Bookstore cash	562	528	1,266
Petty cash	100	100	100
* Student accounts receivable, net	680,772	390,230	276,053
Contracts and grants receivable	4,244,343	3,297,787	4,130,812
Bookstore inventory	341,658	338,710	302,126
Prepaid expenses	209,924	209,924	176,184
Wells Fargo Investments - building and operating reserves	2,133,772	2,133,772	2,075,467
Community Foundation of Southern Arizona - endowment	481,313	481,313	475,157
Right of use assets, net	235,326	235,326	235,326
* Land, buildings and equipment, net	21,301,963	21,301,963	21,301,963
Total Assets	**$ 56,651,224**	**$ 59,074,058**	**$ 47,368,732**
Liabilities and Net Assets			
Accounts payable	$ 126,339	$ 565,345	$ 479,785
Salary related payable	1,417,897	1,210,783	1,057,807
Deposits/funds held for others	29,870	29,870	29,870
Other payables and accrued expenses	133,115	121,482	376,710
Right of use liabilities	250,155	250,155	250,155
Deferred grant revenue	10,839,980	10,545,619	10,222,439
Total Liabilities	**$ 12,797,355**	**$ 12,723,254**	**$ 12,416,766**
Net Assets:			
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	31,000,176	32,567,051	21,891,252
Unrestricted Net Assets	41,667,323	43,234,198	32,558,399
Temporarily restricted:	2,186,546	3,116,606	2,393,567
Restricted Net Assets	2,186,546	3,116,606	2,393,567
Total Net Assets	**$ 43,853,869**	**$ 46,350,804**	**$ 34,951,966**
Total Liabilities and Net Assets	**$ 56,651,224**	**$ 59,074,058**	**$ 47,368,732**

*Recap #1

* Recap Explained of Net Students Accounts Receivable	October 2025	September 2025	June 2025
Accounts receivable	$ 857,443	$ 566,901	$ 452,724
Allowance for bad debt	(176,671)	(176,671)	(176,671)
* Student accounts receivable, net	$ 680,772	$ 390,230	$ 276,053

*Recap #2

* Recap Explained of Net Fixed Assets	October 2025	September 2025	June 2025
Land, buildings & equipment	$ 32,615,283	$ 32,615,283	$ 32,615,283
Accumulated depreciation	(11,313,319)	(11,313,319)	(11,313,319)
* Land, buildings and equipment, net	$ 21,301,963	$ 21,301,963	$ 21,301,963

TOHONO O'ODHAM COMMUNITY COLLEGE

Unrestricted Budget Activity

For the Four Months Ended October 31, 2025

Tohono O'odham Community College
Statements of Activities - Budget and Actual
For the Four Months Ended October 31, 2025
(Intended for Internal Management Purposes Only)

UNRESTRICTED OPERATING BUDGET	Year-to-Date Actual	2026 Annual Budget	Remaining Budget	Remaining %
Unrestricted revenues:				
Tuition and fees	$ 418,053	$ 124,000	$ 294,053	237%
Student housing	-	82,000	(82,000)	-100%
Legislative contribution - Tohono O'odham Nation	5,096,045	5,096,045	-	0%
Tribal Community College Act	8,122,757	7,000,000	1,122,757	16%
Indirect costs recovered on restricted federal grants	-	700,000	(700,000)	-100%
Unrestricted gifts and donations	2,646	75,000	(72,354)	-96%
Bookstore sales	38,973	159,000	(120,027)	-75%
Miscellaneous income	8,500	11,000	(2,500)	-23%
Total Unrestricted Revenues	$ 13,686,974	$ 13,247,045	$ 439,929	3%
Unrestricted expenses:				
Educational program services:				
Instruction	$ 959,844	$ 3,426,795	$ 2,466,951	72%
Student services	389,620	1,510,119	1,120,499	74%
Auxiliary enterprises	160,451	550,700	390,249	71%
Supporting services:				
Academic support	184,643	705,772	521,129	74%
Institutional support without depreciation and bad debt	952,539	3,662,077	2,709,538	74%
Operations and maintenance	302,140	1,423,491	1,121,351	79%
Sustainability and solar	48,255	314,308	266,053	85%
Student life	193,591	728,027	534,436	73%
San Carlos	1,374,782	1,447,639	72,857	5%
Culinary arts program	1,112	93,000	91,888	99%
Tohono Kosin	66,180	294,224	228,044	78%
S-Ki:kig Maṣcama Ki: Many Houses - Phx	44,893	284,557	239,664	84%
Grant match (1117/1526)	-	62,629	62,629	100%
Total Unrestricted Expenses	$ 4,678,050	$ 14,503,338	$ 9,825,288	68%
Unrestricted operating change in net assets	$ 9,008,924	$ (1,256,293)	$ 10,265,217	
Unrestricted special projects change in net assets	100,000			
Restricted change in net assets	(207,021)			
Total change in net assets	$ 8,901,903			
FY25 Unspent funds to rollover to FY26				
Sustainability and solar		131,354		
Tohono Kosin		253,853		
Total FY25 Unspent Funds to Rollover		385,207		
Budgeted unrestricted operating change in net assets Including rollover funds		(871,086)		

Note: All data is sourced from Jenzabar

Tohono O'odham Community College

Unrestricted Expenses and Budget by Department
For the Four Months Ended October 31, 2025
(Intended for Internal Management Purposes Only)

Note: Remaining Budget Target for Operational expenses is: 67%	Year-to-Date Actual	2026 Annual Budget	Remaining Budget	Remaining %
INSTRUCTION				
Instruction - 1100				
Compensation	$ 739,652	$ 2,549,763	$ 1,810,111	71%
Employee related expenses	135,654	503,338	367,684	73%
Commuter allowance	4,631	1,854	(2,777)	-150%
Consultant fees	-	17,650	17,650	100%
Education supplies	-	5,000	5,000	100%
Furniture & fixtures	-	10,000	10,000	100%
Meeting expense	6,253	5,000	(1,253)	-25%
Mileage	-	1,500	1,500	100%
Office supplies	-	2,500	2,500	100%
Art Program Supplies	12,178	-	(12,178)	
Registrations	450	4,000	3,550	89%
Stipends	-	10,350	10,350	100%
Subscriptions/periodicals	-	1,000	1,000	100%
Travel & training	1,860	25,000	23,140	93%
	$ 900,678	$ 3,136,955	$ 2,236,277	71%
Work Force Comm Development - 1500				
Compensation	$ 43,942	$ 133,167	$ 89,225	67%
Employee related expenses	9,912	30,569	20,657	68%
Advertising & promotion	-	1,500	1,500	100%
Commuter allowance	616	1,854	1,238	67%
Consultant fees	-	2,000	2,000	100%
Education supplies	-	3,000	3,000	100%
Guest speakers/honorariums	1,000	3,000	2,000	67%
Meeting expense	-	2,000	2,000	100%
Office supplies	-	500	500	100%
Office Equipment	-	2,000	2,000	100%
Other office supplies	242	800	558	70%
Stipends	250	-	(250)	
Registrations	-	2,000	2,000	100%
Travel & training	-	6,000	6,000	100%
	$ 55,962	$ 188,390	$ 132,428	70%
ABE-GED - 1800				
Compensation	$ -	$ 60,000	$ 60,000	100%
Employee related expenses	-	19,050	19,050	100%
Education supplies	3,204	8,000	4,796	60%
Meeting expense	-	6,000	6,000	100%
Memberships	-	400	400	100%
Other office supplies	-	1,000	1,000	100%
Printing	-	1,000	1,000	100%
Registrations	-	2,000	2,000	100%
Travel & training	-	4,000	4,000	100%
	$ 3,204	$ 101,450	$ 98,246	97%
TOTAL INSTRUCTION	$ 959,844	$ 3,426,795	$ 2,466,951	72%

Tohono O'odham Community College

Unrestricted Expenses and Budget by Department
For the Four Months Ended October 31, 2025
(Intended for Internal Management Purposes Only)

Note: Remaining Budget Target for Operational expenses is:	67%	Year-to-Date Actual	2026 Annual Budget	Remaining Budget	Remaining %
STUDENT SERVICES					
Student Services - 5100					
Compensation		$ 209,500	$ 707,623	$ 498,123	70%
Employee related expenses		56,151	203,676	147,525	72%
Comm/student events		873	15,000	14,127	94%
Commuter allowance		1,232	3,708	2,476	67%
Consultant fees		-	10,000	10,000	100%
Education supplies		880	500	(380)	-76%
Furniture & fixtures		-	3,000	3,000	100%
Graduation		-	18,000	18,000	100%
Meeting expense		138	2,000	1,862	93%
Memberships		-	2,000	2,000	100%
Mileage		321	750	429	57%
Printing		-	4,000	4,000	100%
Other office Supplies		-	3,000	3,000	100%
Promotional		-	6,000	6,000	100%
Recruiting		2,210	22,000	19,790	90%
Registrations		-	9,000	9,000	100%
Travel & training		-	20,000	20,000	100%
		$ 271,305	$ 1,030,257	$ 758,952	74%
Financial Aid Office - 5200					
Compensation		$ 50,782	$ 195,902	$ 145,120	74%
Employee related expenses		13,218	57,802	44,584	77%
Memberships		-	1,000	1,000	100%
Office supplies		-	500	500	100%
Program supplies		-	1,000	1,000	100%
Registrations		-	3,500	3,500	100%
Travel & training		-	15,000	15,000	100%
		$ 64,000	$ 274,704	$ 210,704	77%
Residence Life - 5400					
Compensation		$ 31,666	$ 133,907	$ 102,241	76%
Employee related expenses		11,575	18,351	6,776	37%
Advertising		-	1,500	1,500	100%
Community/student events		221	6,000	5,779	96%
Custodial expenses		4,538	9,000	4,462	50%
Furniture & fixtures		-	10,000	10,000	100%
Meeting expense		413	1,000	587	59%
Memberships		-	500	500	100%
Mileage		-	1,200	1,200	100%
Office supplies		-	200	200	100%
Program Supplies		-	1,500	1,500	100%
Registration expenses		-	1,500	1,500	100%
Stipends		5,800	10,500	4,700	45%
Subscriptions/periodicals		-	4,000	4,000	100%
Travel & training		102	5,000	4,898	98%
		$ 54,315	$ 204,158	$ 149,843	73%
Student Clubs - 1410					
Office supplies		$ -	$ 400	$ 400	100%
Meeting expense		-	600	600	100%
		$ -	$ 1,000	$ 1,000	100%
TOTAL STUDENT SERVICES		$ 389,620	$ 1,510,119	$ 1,120,499	74%

Tohono O'odham Community College

Unrestricted Expenses and Budget by Department
For the Four Months Ended October 31, 2025
(Intended for Internal Management Purposes Only)

Note: Remaining Budget Target for Operational expenses is:	67%	Year-to-Date Actual	2026 Annual Budget	Remaining Budget	Remaining %
AUXILIARY ENTERPRISES					
Athletics - 5300					
Compensation		$ 28,947	$ 102,458	$ 73,511	72%
Employee related expenses		10,960	41,549	30,589	74%
Advertising & promotion		2,025	10,000	7,975	80%
Archery expense		1,723	6,000	4,277	71%
Consultant fees		9,050	20,500	11,450	56%
Contracts/subcontracts		17,252	60,000	42,748	71%
Meals		6,946	-	(6,946)	
Memberships		11,683	14,000	2,317	17%
Mileage		-	4,500	4,500	100%
Office supplies		1,806	2,500	694	28%
On travel medical		756	1,000	244	24%
Printing		1,269	-	(1,269)	
Program supplies		5,480	25,000	19,520	78%
Recruiting expense		-	2,500	2,500	100%
Travel		1,397	5,000	3,603	72%
Uniform/retail purchases		15,641	20,000	4,359	22%
		$ 114,934	$ 315,007	$ 200,073	64%
Bookstore - 9100					
Compensation		$ 33,216	$ 98,479	$ 65,263	66%
Employee related expenses		10,491	32,214	21,723	67%
Cost of goods sold-retail		-	67,000	67,000	100%
Office supplies		1,811	8,000	6,189	77%
Promotional		-	30,000	30,000	100%
		$ 45,517	$ 235,693	$ 190,176	81%
TOTAL AUXILIARY ENTERPRISES		$ 160,451	$ 550,700	$ 390,249	71%
ACADEMIC SUPPORT					
Academic Support - 1200					
Compensation		$ 77,811	$ 284,477	$ 206,666	73%
Employee related expenses		17,306	71,960	54,654	76%
Community student events		396	7,500	7,104	95%
Consultant fees		-	5,000	5,000	100%
Contracts/subcontracts		-	7,000	7,000	100%
Meeting expense		-	2,500	2,500	100%
Memberships		-	2,000	2,000	100%
Office supplies		-	2,000	2,000	100%
Program supplies		-	2,000	2,000	100%
Promotional		-	500	500	100%
Registrations		-	2,000	2,000	100%
Travel & training		-	8,000	8,000	100%
		$ 95,513	$ 394,937	$ 299,424	76%

Tohono O'odham Community College

Unrestricted Expenses and Budget by Department
For the Four Months Ended October 31, 2025
(Intended for Internal Management Purposes Only)

Note: Remaining Budget Target for Operational expenses is:	67%	Year-to-Date Actual	2026 Annual Budget	Remaining Budget	Remaining %
Library - 4130					
Compensation		$ 59,547	$ 175,795	$ 116,248	66%
Employee related expenses		19,672	59,376	39,704	67%
Commuter allowance		616	1,854	1,238	67%
Consultant fees		1,600	18,600	17,000	91%
Contracts/subcontracts		-	10,000	10,000	100%
Education supplies		-	3,000	3,000	100%
Library collection		470	5,000	4,530	91%
Meeting expenses		-	400	400	100%
Memberships		-	160	160	100%
Office equipment		-	7,000	7,000	100%
Other office supplies		-	1,000	1,000	100%
Program supplies		-	500	500	100%
Promotional		-	500	500	100%
Registrations		-	150	150	100%
Subscriptions/periodicals		6,750	25,000	18,250	73%
Travel & training		476	2,500	2,024	81%
		$ 89,130	$ 310,835	$ 221,705	71%
TOTAL ACADEMIC SUPPORT		$ 184,643	$ 705,772	$ 521,129	74%
INSTITUTIONAL SUPPORT					
President's Office - 6100					
Compensation		$ 85,402	$ 340,208	$ 254,806	75%
Employee related expenses		18,752	82,838	64,086	77%
Car allowance		3,157	7,416	4,259	57%
Meeting expense		943	1,500	557	37%
Mileage		-	500	500	100%
Office supplies		140	500	360	72%
Registrations		425	2,500	2,075	83%
Student related travel		237	1,000	763	76%
Travel & training		6,167	15,000	8,833	59%
		$ 115,222	$ 451,462	$ 336,240	74%
Himdag - 6150					
Community/student events		$ 11,400	$ 20,400	$ 9,000	44%
Meeting Expense		5,859	-	(5,859)	
Promotional		-	2,000	2,000	100%
Stipends		-	7,000	7,000	100%
		$ 17,259	$ 29,400	$ 12,141	41%
Board of Trustees - 6190					
Communications		$ 273	$ 1,000	$ 727	73%
Meeting expenses		5,054	7,000	1,946	28%
Mileage		901	4,000	3,099	77%
Travel & training		3,334	4,500	1,166	26%
Trustee fees		7,555	12,500	4,945	40%
		$ 17,117	$ 29,000	$ 11,883	41%

Tohono O'odham Community College

Unrestricted Expenses and Budget by Department
For the Four Months Ended October 31, 2025
(Intended for Internal Management Purposes Only)

Note: Remaining Budget Target for Operational expenses is: 67%	Year-to-Date Actual	2026 Annual Budget	Remaining Budget	Remaining %
Institutional Effectiveness - 1300				
Compensation	$ 22,934	$ 126,809	$ 103,875	82%
Employee related expenses	5,970	37,263	31,293	84%
Mileage	-	200	200	100%
Registrations	-	600	600	100%
Travel & training	-	5,000	5,000	100%
	$ 28,904	$ 169,872	$ 140,968	83%
Administration & Finance - 6200				
Compensation	$ 90,222	$ 509,096	$ 418,874	82%
Employee related expenses	25,313	155,652	130,339	84%
Auditing	12,000	80,000	68,000	85%
Bank charges	377	2,500	2,123	85%
Commuter allowance	616	1,854	1,238	67%
Contracts/subcontracts	69,324	324,000	254,676	79%
Meeting expenses	325	400	75	19%
Mileage	-	100	100	100%
Office supplies	812	4,500	3,688	82%
Registrations	-	250	250	100%
Travel & training	-	1,000	1,000	100%
	$ 198,989	$ 1,079,352	$ 880,363	82%
General Support Services - 6300				
Benefits unemployment	$ 585	$ 6,000	$ 5,415	90%
Employee tuition waivers	-	6,810	6,810	100%
Insurance	154,952	250,000	95,048	38%
Legal fees	3,816	35,000	31,184	89%
Meeting expenses	8,641	8,000	(641)	-8%
Memberships	12,825	41,600	28,775	69%
Postage & delivery	1,683	25,000	23,317	93%
Promotional	12,530	3,500	(9,030)	-258%
Subscriptions & periodicals	2,778	5,000	2,223	44%
Travel & training	215	6,400	6,185	97%
	$ 198,024	$ 387,310	$ 189,286	49%
IT - 6350				
Compensation	$ 21,154	$ 139,151	$ 117,997	85%
Employee related expenses	6,054	39,816	33,762	85%
Communications	44,505	168,000	123,495	74%
Computer related items	100,522	290,000	189,478	65%
Consultant fees & expenses	16,389	144,000	127,612	89%
Contracts/subcontracts	-	183,000	183,000	100%
Licenses & fees	123,167	235,000	111,833	48%
Machine equip repairs & service	1,475	25,000	23,525	94%
Meeting expense	-	500	500	100%
Memberships	-	1,177	1,177	100%
Office equipment	-	40,000	40,000	100%
Office supplies	-	1,500	1,500	100%
Other equipment & tools	-	5,000	5,000	100%
Registrations	-	6,000	6,000	100%
Travel & training	-	8,000	8,000	100%
	$ 313,266	$ 1,286,144	$ 972,878	76%

Tohono O'odham Community College

Unrestricted Expenses and Budget by Department
For the Four Months Ended October 31, 2025
(Intended for Internal Management Purposes Only)

Note: Remaining Budget Target for Operational expenses is: 67%	Year-to-Date Actual	2026 Annual Budget	Remaining Budget	Remaining %
Human Resources - 6700				
Compensation	$ 13,123	$ 157,272	$ 144,149	92%
Employee related expenses	4,557	45,961	41,404	90%
Advertising	1,386	6,000	4,614	77%
Commuter allowance	-	1,854	1,854	100%
Memberships	-	500	500	100%
Meeting expense	-	500	500	100%
Office supplies	-	360	360	100%
Other professional fees	44,692	4,990	(39,702)	-796%
Recruiting	-	1,800	1,800	100%
Registrations	-	3,300	3,300	100%
Travel & training	-	7,000	7,000	100%
	$ 63,758	$ 229,537	$ 165,779	72%
TOTAL INSTITUTIONAL SUPPORT	$ 952,539	$ 3,662,077	$ 2,709,538	74%
OPERATIONS AND MAINTENANCE - 7100				
Compensation	$ 132,831	$ 546,018	$ 413,187	76%
Employee related expenses	39,597	163,119	123,522	76%
Auto expenses	805	20,000	19,195	96%
Building rent	18,014	180,000	161,986	90%
Commuter allowance	616	1,854	1,238	67%
Contracts/subcontracts	25,047	128,000	102,953	80%
Custodial expense	7,196	45,500	38,304	84%
Office supplies	64	2,000	1,936	97%
Travel & training	-	2,000	2,000	100%
Utilities	15,299	200,000	184,702	92%
Vehicle & building repair & maintenance	10,592	25,000	14,408	58%
Vehicle rental	52,080	110,000	57,920	53%
TOTAL OPERATIONS AND MAINTENANCE	$ 302,140	$ 1,423,491	$ 1,121,351	79%
SUSTAINABILITY - 5160				
Compensation	$ 36,836	$ 145,316	$ 108,480	75%
Employee related expenses	10,802	38,790	27,988	72%
Commuter allowance	616	1,854	1,238	67%
Meeting expense	-	1,000	1,000	100%
Mileage	-	600	600	100%
Office equipment	-	500	500	100%
Office supplies	-	1,000	1,000	100%
Registrations	-	1,000	1,000	100%
Travel & training	-	2,000	2,000	100%
TOTAL SUSTAINABILITY	$ 48,255	$ 192,060	$ 143,805	75%
Solar Program (5161)				
Compensation	$ -	$ 75,000	$ 75,000	100%
Employee related expenses	-	20,948	20,948	100%
Consultants	-	6,000	6,000	100%
Education supplies	-	10,000	10,000	100%
Guest speakers	-	1,000	1,000	100%
Machine equipment repairs	-	1,000	1,000	100%
Meeting expense	-	1,000	1,000	100%
Memberships	-	800	800	100%
Mileage	-	1,500	1,500	100%
Office equipment	-	500	500	100%
Other office supplies	-	500	500	100%
Registrations	-	1,000	1,000	100%
Travel & training	-	3,000	3,000	100%
TOTAL SOLAR	$ -	$ 122,248	$ 122,248	100%
TOTAL SUSTAINABILITY AND SOLAR	$ 48,255	$ 314,308	$ 266,053	85%

Tohono O'odham Community College

Unrestricted Expenses and Budget by Department
For the Four Months Ended October 31, 2025
(Intended for Internal Management Purposes Only)

Note: Remaining Budget Target for Operational expenses is:	67%	Year-to-Date Actual	2026 Annual Budget	Remaining Budget	Remaining %
STUDENT LIFE - 5150					
Compensation		$ 155,899	$ 556,183	$ 400,284	72%
Employee related expenses		36,104	153,990	117,886	77%
Community & student events		454	1,000	546	55%
Commuter allowance		616	1,854	1,238	67%
Contracts/subcontracts		342	1,500	1,158	77%
Meeting expense		-	400	400	100%
Office supplies		-	600	600	100%
Program supplies		175	5,000	4,825	97%
Registrations		-	1,500	1,500	100%
Travel & training		-	6,000	6,000	100%
TOTAL STUDENT LIFE		$ 193,591	$ 728,027	$ 534,436	73%
SAN CARLOS - 6900					
Cost of goods sold		$ -	$ 90,000	$ 90,000	100%
ISC BIE annual funds		1,374,782	1,300,000	(74,782)	-6%
Tuition & fees		-	57,639	57,639	100%
TOTAL SAN CARLOS		$ 1,374,782	$ 1,447,639	$ 72,857	5%
CULINARY ARTS PROGRAM - 1498					
Compensation		$ -	$ 60,000	$ 60,000	100%
Employee related expenses		-	19,050	19,050	100%
Education supplies		-	5,250	5,250	100%
Equipment		-	5,000	5,000	100%
Guest speakers/honorariums		-	500	500	100%
Mileage		-	1,500	1,500	100%
Office supplies		1,112	-	(1,112)	
Printing		-	200	200	100%
Registrations		-	500	500	100%
Travel & training		-	1,000	1,000	100%
TOTAL CULINARY ARTS PROGRAM		$ 1,112	$ 93,000	$ 91,888	99%
TOHONO KOSIN					
Compensation		$ 31,386	$ 161,093	$ 129,707	81%
Employee related expenses		7,238	42,231	34,993	83%
Cleaning supplies		-	2,000	2,000	100%
Contracts/subcontracts		-	8,000	8,000	100%
Equipment		25,597	10,000	(15,597)	-156%
Food Purchases		246	30,000	29,754	99%
Licenses & fees		-	1,000	1,000	100%
Mach/equip repairs		-	6,000	6,000	100%
Mileage		-	500	500	100%
Office equipment		-	1,000	1,000	100%
Other office supplies		-	1,000	1,000	100%
Program supplies		1,714	30,000	28,286	94%
Registrations		-	400	400	100%
Travel & training		-	1,000	1,000	100%
TOTAL TOHONO KOSIN		$ 66,180	$ 294,224	$ 228,044	78%

Tohono O'odham Community College

Unrestricted Expenses and Budget by Department
For the Four Months Ended October 31, 2025
(Intended for Internal Management Purposes Only)

Note: Remaining Budget Target for Operational expenses is: 67%	Year-to-Date Actual	2026 Annual Budget	Remaining Budget	Remaining %
S-Ki:kig Maşcama Ki: Many Houses - Phx				
Compensation	$ 33,125	$ 190,284	$ 157,159	83%
Employee related expenses	9,673	53,669	43,996	82%
Advertising & promotion	-	2,000	2,000	100%
Commuter allowance	616	1,854	1,238	67%
Events	528	5,000	4,472	89%
Furniture and Fixtures	-	6,000	6,000	100%
Mileage	740	3,000	2,260	75%
Meeting Expense	41	750	709	95%
Other office supplies	23	3,500	3,478	99%
Parking fees	2	9,000	8,998	100%
Printing	-	500	500	100%
Registrations	-	3,000	3,000	100%
Student meals	-	3,000	3,000	100%
Travel & training	145	3,000	2,855	95%
S-Ki:kig Maşcama Ki: Many Houses - Phx	$ 44,893	$ 284,557	$ 239,664	84%
Grant match total	$ -	$ 62,629	$ 62,629	100%
TOTAL UNRESTRICTED	$ 4,678,050	$ 14,503,338	$ 9,825,288	68%
Salaries & Benefits % of Total Expenses	50%	64%		

TOHONO O'ODHAM COMMUNITY COLLEGE

Restricted and Unrestricted Expenses: Budget by Project

For the Four Months Ended October 31, 2025

Tohono O'odham Community College
Restricted and Unrestricted Expenses: Budget by Project
For the Grant Budget Period as Noted
(Intended for Internal Management Purposes Only)

	Grant Revenues / Expenses-to-Date			
	Actual	Grant Budget	Remaining Budget	Remaining %
ACTIVE RESTRICTED SPONSORED PROJECTS				
Apprenticeship Program				
BIA 93-638 - Occupational Training TCCU (1301)				
(July 01, 2019 - June 30, 2025)				
Restricted revenues:				
Federal government grants	$ 636,740	$ 200,000	$ (436,740)	-218%
Restricted expenses:				
Compensation	130,874	200,000	69,126	35%
Employee related expenses	17,911	-	(17,911)	N/A
Consultants	19,260	-	(19,260)	N/A
Total restricted expenses	168,045	200,000	31,955	16%
Excess (deficiency)	$ 468,695	$ -	$ (468,695)	
BIA 93-638 - Occupational Training TCCU (1302)				
(July 01, 2019 - June 30, 2025)				
Restricted revenues:				
Federal government grants	$ 162,234	$ 300,000	$ 137,766	46%
Restricted expenses:				
Compensation	11,106	-	(11,106)	N/A
Employee related expenses	11,180	175,000	163,820	94%
Mileage	-	5,000	5,000	100%
Supplies/other program cost	-	25,000	25,000	100%
Consultants/contracts	72,215	95,000	22,785	24%
Total restricted expenses	94,501	300,000	205,499	68%
Excess (deficiency)	$ 67,733	$ -	$ (67,733)	
Workforce Development (1401)				
(July 1, 2017 - June 30, 2021)				
Restricted revenues:				
Grant from other sources	$ 1,526,261	$ 897,810	$ (628,451)	-70%
State government grants	313,979	-	(313,979)	N/A
Total restricted revenues:	1,840,240	897,810	(942,430)	-105%
Restricted expenses:				
Compensation	923,652	-	(923,652)	N/A
Employee related expenses	192,832	-	(192,832)	N/A
Commuter allowance	6,242	-	(6,242)	N/A
Printing	711	-	(711)	N/A
Vehicle rental	123,556	-	(123,556)	N/A
Program supplies	85,592	-	(85,592)	N/A
Office supplies	698	-	(698)	N/A
Communications	3,308	-	(3,308)	N/A
Meeting expense	35,066	-	(35,066)	N/A
Stipends	581,923	-	(581,923)	N/A
Training	61,686	-	(61,686)	N/A
Subscriptions/periodicals	6,346	-	(6,346)	N/A
Office equipment	13,285	-	(13,285)	N/A
Computer equipment	8,433	-	(8,433)	N/A
Contracts/subcontracts	939,767	897,810	(41,957)	-5%
Construction materials	19,929	-	(19,929)	N/A
Total restricted expenses	3,003,026	897,810	(2,105,216)	-234%
Excess (deficiency)	$ (1,162,785)	$ -	$ 1,162,785	
AZ DES Workforce Scholarship Program (1409)				
(July 10, 2025 - Sept 30, 2026)				
Restricted revenues:				
State government grants	$ -	$ 1,120,000	$ 1,120,000	100%
Restricted expenses:				
Compensation	-	1,034,320	1,034,320	100%
Employee related expenses	-	85,680	85,680	100%
Total restricted expenses	-	1,120,000	1,120,000	100%
Excess (deficiency)	$ -	$ -	$ -	
Total Apprenticeship Program				
Total Revenue	$ 2,639,214			
Total Expenses	3,265,571			
Total Excess (deficiency)	$ (626,357)			

Tohono O'odham Community College
Restricted and Unrestricted Expenses: Budget by Project
For the Grant Budget Period as Noted
(Intended for Internal Management Purposes Only)

	Grant Revenues / Expenses-to-Date			
	Actual	Grant Budget	Remaining Budget	Remaining %
AICF AT & T Digitized Career Success Program (1128)				
(7/1/22 - until expended)				
Restricted revenues:				
Grant from other sources	$ 150,000	$ 150,000	$ -	0%
Restricted expenses:				
Stipends	-	1,600	1,600	100%
Travel & training	29,891	29,891	(1)	0%
Meeting expense	34,927	40,087	5,160	13%
Program supplies	14,781	15,590	809	5%
Promotion/advertising	3,545	8,224	4,679	57%
Registrations	1,650	1,650	-	0%
Computer equipment	30,422	34,669	4,247	12%
Awards & gifts	18,289	18,289	(0)	0%
Total restricted expenses	133,505	150,000	16,495	11%
Excess (deficiency)	$ 16,495	$ -	$ (16,495)	
TO Language Ctr Appropriation of Funds fr TON (1131)				
(10/1/23 -9/30/28)				
Restricted revenues:				
Grant from other sources	$ 896,880	$ 896,880	$ -	0%
Restricted expenses:				
Compensation	473,214	456,341	(16,873)	-4%
Employee related expenses	120,970	142,487	21,517	15%
Computer equipment	55,944	110,000	54,056	49%
Mileage	-	4,000	4,000	100%
Registrations	4,840	5,000	160	3%
Travel	9,549	9,000	(549)	-6%
Commuter allowance	2,880	2,800	(80)	-3%
Postage	-	5,000	5,000	100%
Participant support	11,327	-	(11,327)	N/A
Printing	1,985	10,000	8,015	80%
Promotion/advertising	17,194	26,000	8,807	34%
Equipment	6,974	8,100	1,126	14%
Consultant fees	13,754	50,000	36,246	72%
Office supplies	-	8,000	8,000	100%
Meeting expense	6,687	17,900	11,213	63%
Honorariums	6,896	14,408	7,512	52%
Program supplies	14,407	27,843	13,436	48%
Total restricted expenses	746,621	896,880	150,259	17%
Excess (deficiency)	$ 150,259	$ (0)	$ (150,259)	
NIST/NTIA Connecting Communities (1140)				
(8/1/22 -7/31/25)				
Restricted revenues:				
Federal government grants	$ 1,099,791	$ 1,912,357	$ 812,566	42%
Restricted expenses:				
Compensation	383,379	489,105	105,726	22%
Employee related expenses	85,601	120,427	34,826	29%
Commuter allowance	339	1,800	1,461	81%
Computer equipment	288,082	204,518	(83,564)	-41%
Consultants	340,300	372,000	31,700	9%
Meeting expense	11,950	9,559	(2,391)	-25%
Mileage	-	7,473	7,473	100%
Office supplies	-	7,003	7,003	100%
Printing	230	230	-	0%
Participant support	232,193	147,728	(84,465)	-57%
Promotion/Advertising	4,518	33,364	28,845	86%
Stipends	3,641	3,875	234	6%
Program supplies	(41,274)	7,291	48,565	666%
Registration	3,875	3,875	-	0%
Travel	13,450	210,000	196,550	94%
Indirect costs	159,673	297,984	138,311	46%
Total restricted expenses	1,485,959	1,916,232	430,273	22%
Excess (deficiency)	$ (386,168)	$ (3,875)	$ 382,293	

Tohono O'odham Community College
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	Grant Revenues / Expenses-to-Date			
	Actual	Grant Budget	Remaining Budget	Remaining %
TEA Center: Reclaiming the O'odham Language (1151)				
04/01/2023-03/31/2028				
Restricted revenues:				
Federal government grants	$ 847,199	$ 1,000,000	$ 152,801	15%
Restricted expenses:				
Compensation	385,092	146,360	(238,732)	-163%
Employee related expenses	105,702	46,250	(59,452)	-129%
Travel	3,404	12,045	8,641	72%
Commuter allowance	2,492	-	(2,492)	N/A
Stipends	81,890	316,718	234,828	74%
Printing	21,891	36,000	14,109	39%
Equipment	2,966	1,500	(1,466)	-98%
Consulting fees	212,785	153,657	(59,129)	-38%
Meeting expense	52,452	33,830	(18,622)	-55%
Honorariums	20,070	20,000	(70)	0%
Contracts/subcontracts	8,489	3,600	(4,888)	-136%
Participant support	6,763	-	(6,763)	N/A
Program supplies	64,486	113,200	48,714	43%
Indirect costs	114,009	116,840	2,831	2%
Total restricted expenses	1,082,492	1,000,000	(82,492)	-8%
Excess (deficiency)	$ (235,294)	$ -	$ 235,294	
AICF Community Aid for Student Success (1222)				
1/1/2021 - Until expended				
Restricted revenues:				
Grant from other sources	$ 48,000	$ 48,000	$ -	0%
Restricted expenses:				
Office supplies	7,610	2,000	(5,610)	-281%
Stipends	7,250	11,273	4,023	36%
Education/program supplies	2,181	3,768	1,587	42%
Office equipment/computers	22,227	30,959	8,732	28%
Total restricted expenses	39,268	48,000	8,732	18%
Excess (deficiency)	$ 8,732	$ -	$ (8,732)	
AICF 2023 Summer Success Conference (1223)				
04/01/2023 -Until Expended				
Restricted revenues:				
Grant from other sources	$ 10,000	$ 10,000	$ -	0%
Restricted expenses:				
Transportation	1,713	1,713	-	0%
Stipends	-	-	-	N/A
Promotion/advertising	2,587	6,859	4,272	62%
Meeting expenses	1,429	1,429	0	0%
Total restricted expenses	5,728	10,000	4,272	43%
Excess (deficiency)	$ 4,272	$ (0)	$ (4,272)	
AICF Indigenous Early Childhood Educ (1224)				
06/15/2023 - Until Expended				
Restricted revenues:				
Grant from other sources	$ 31,000	$ 24,000	$ (7,000)	-29%
Restricted expenses:				
Travel/mileage	14,811	10,628	(4,183)	-39%
Participant support	8,229	4,000	(4,229)	-106%
Promotion/advertising	860	1,172	312	27%
Registrations	1,080	-	(1,080)	N/A
Consultant fees	6,000	7,200	1,200	17%
Meeting expenses	165	1,000	836	84%
Total restricted expenses	31,144	24,000	(7,144)	-30%
Excess (deficiency)	$ (144)	$ -	$ 144	

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	Actual	Grant Budget	Remaining Budget	Remaining %
AICF Cultivating Native Student Success SEM (1225)				
7/1/2023 - 8/31/2028				
Restricted revenues:				
Grant from other sources	$ 750,000	$ 750,000	$ -	0%
Restricted expenses:				
Compensation	57,647	100,000	42,353	42%
Employee related expenses	14,142	31,500	17,358	55%
Education supplies	-	900	900	100%
Furniture & fixtures	-	12,000	12,000	100%
Guest speakers/honorariums	4,700	700	(4,000)	-571%
Licenses & fees	4,610	10,500	5,890	56%
Meeting expenses	90,114	140,445	50,331	36%
Program supplies	4,653	300	(4,353)	-1451%
Mileage	-	4,000	4,000	100%
Other equipment & tools	-	4,000	4,000	100%
Promotion/advertising	97,693	124,000	26,307	21%
Registration	39,735	48,500	8,765	18%
Stipends	9,900	17,000	7,100	42%
Student meals	12,930	20,500	7,570	37%
Travel & training	140,015	235,655	95,640	41%
Total restricted expenses	476,138	750,000	273,862	37%
Excess (deficiency)	$ 273,862	$ -	$ (273,862)	
AICF Community Based Native Arts (1226)				
6/1/2024 2/28/2026				
Restricted revenues:				
Grant from other sources	$ 75,000	$ 75,000	$ -	0%
Restricted expenses:				
Compensation	-	10,000	10,000	100%
Employee Related Benefits	-	3,160	3,160	100%
Travel	430	1,148	718	63%
Meeting Expense	-	1,232	1,232	100%
Mileage	-	1,960	1,960	100%
Consultants	42,965	42,965	-	0%
Stipends	9,190	-	(9,190)	N/A
Participant supoprt	-	9,517	9,517	100%
Program supplies	-	2,768	2,768	100%
Indirect admin fee expense	1,578	2,250	672	30%
Total restricted expenses	54,163	75,000	20,837	28%
Excess (deficiency)	$ 20,837	$ -	$ (20,837)	
AICF Advancing Indigenous Early Childhood Education (1227)				
6/1/2024 - 5/31/2027				
Restricted revenues:				
Grant from other sources	$ 70,000	$ 70,000	$ -	0%
Restricted expenses:				
Compensation	-	12,000	12,000	100%
Employee related expenses	-	3,780	3,780	100%
Travel	9,392	15,100	5,708	38%
Mileage	-	250	250	100%
Meeting expenses	-	500	500	100%
Consultants & professional fees	-	6,000	6,000	100%
Guest Speakers/honorariums	500	1,000	500	50%
Participant support	13,413	28,366	14,953	53%
Indirect admin fee expense	699	3,004	2,305	77%
Total restricted expenses	24,005	70,000	45,995	66%
Excess (deficiency)	$ 45,995	$ -	$ (45,995)	
AICF/TCU Preview Grant FY25 (1229)				
8/28/2024-05/01/2025				
Restricted revenues:				
Grant from other sources	$ 2,000	$ 2,000	$ -	0%
Restricted expenses:				
Promotion/advertising	1,832	1,898	66	3%
Meeting expense	85	102	17	17%
Total restricted expenses	1,916	2,000	84	4%
Excess (deficiency)	$ 84	$ -	$ (84)	

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	Grant Revenues / Expenses-to-Date			
	Actual	Grant Budget	Remaining Budget	Remaining %
AICF/Dollar General Adult Education Program (1230)				
Ends- 06/30/2025				
Restricted revenues:				
Grant from other sources	$ 30,000	$ 30,000	$ -	0%
Restricted expenses:				
Travel & training	700	2,500	1,800	72%
Program supplies	17,547	6,000	(11,547)	-192%
Meeting expense	845	2,500	1,655	66%
Memberships	90	500	410	82%
Office supplies	-	4,000	4,000	100%
Education supplies	-	6,000	6,000	100%
Promotions	2,147	1,000	(1,147)	-115%
Awards & gifts	60	7,500	7,440	99%
Total restricted expenses	21,388	30,000	8,612	29%
Excess (deficiency)	$ 8,612	$ -	$ (8,612)	
AICF Faculty Professional Development (1231)				
01/01/2025 - 12/31/2025				
Restricted revenues:				
Grant from other sources	$ 23,782	$ 23,782	$ -	0%
Restricted expenses:				
Travel	11,117	15,000	3,883	26%
Mileage	-	1,000	1,000	100%
Registration	-	2,000	2,000	100%
Consultant fees	699	2,000	1,301	65%
Meeting expense	12,500	1,682	(10,818)	-643%
Indirect admin fee expense	2,100	2,100	-	0%
Total restricted expenses	26,416	23,782	(2,634)	-11%
Excess (deficiency)	$ (2,634)	$ -	$ 2,634	
AICF Growing Indigenous Success - Geographic Information Science Computer Lab (1232)				
06/27/2025 - 02/27/2026				
Restricted revenues:				
Grant from other sources	$ 12,100	$ 12,100	$ -	0%
Restricted expenses:				
Computer equipment	-	12,100	12,100	100%
Total restricted expenses	-	12,100	12,100	100%
Excess (deficiency)	$ 12,100	$ -	$ (12,100)	
AICF Empowering Relatives Emergency Funds (1234)				
10/19/2025 - 06/60/2026				
Restricted revenues:				
Grant from other sources	$ 23,000	$ 23,000	$ -	0%
Restricted expenses:				
Participant support	-	23,000	23,000	100%
Total restricted expenses	-	23,000	23,000	100%
Excess (deficiency)	$ 23,000	$ -	$ (23,000)	
AZ TPT State Construction Needs Funding (1400)				
(July 1, 2017 - June 30, 2037)				
Restricted revenues:				
State government grants	$ 2,767,805	$ 3,120,000	$ 352,195	11%
Restricted expenses:				
Contracts/subcontracts	337,515	3,120,000	2,782,485	89%
Equipment rental	1,130	-	(1,130)	N/A
Construction supplies	631,966	-	(631,966)	N/A
Bank charges	106	-	(106)	N/A
Total restricted expenses	970,718	3,120,000	2,149,282	69%
Excess (deficiency)	$ 1,797,087	$ -	$ (1,797,087)	

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	Actual	Grant Budget	Remaining Budget	Remaining %
A Western Regional Native American Language Resource Center in AZ (1408)				
(10/01/2024 - 9/30/2028)				
Restricted revenues:				
Grant from other sources	$ -	$ 85,000	$ 85,000	100%
Restricted expenses:				
Contracts/subcontracts	-	51,504	51,504	100%
Meeting expense	-	7,200	7,200	100%
Printing	-	20,000	20,000	100%
Indirect costs	-	6,296	6,296	100%
Total restricted expenses	-	85,000	85,000	100%
Excess (deficiency)	$ -	$ -	$ -	
AZ State TOCC Remedial Education (1413)				
2023-2024 Academic Year				
Restricted revenues:				
State government grants	$ 2,000,000	$ 2,000,000	$ -	0%
Restricted expenses:				
Total restricted expenses	-	-	-	N/A
Excess (deficiency)	$ 2,000,000	$ 2,000,000	$ -	
NAAF Horseshoeing Program (1414)				
11/1/23-12/31/24				
Restricted revenues:				
Grant from other sources	$ 192,073	$ 192,073	$ -	0%
Restricted expenses:				
Equipment	-	39,503	39,503	100%
Travel	10,995	16,784	5,789	34%
Auto expense	2,821	4,300	1,479	34%
Printing	36	1,000	964	96%
Insurance-liability	-	5,000	5,000	100%
Membership	-	1,140	1,140	100%
Consultant fees	96,049	65,394	(30,655)	-47%
Educational supplies	-	900	900	100%
Other supplies	-	5,374	5,374	100%
Meeting expense	452	2,000	1,548	77%
Subscription/periodicals	-	1,000	1,000	100%
Program supplies	57,348	32,503	(24,846)	-76%
Indirect contract expense	-	17,176	17,176	100%
Total restricted expenses	167,702	192,073	24,371	13%
Excess (deficiency)	$ 24,371	$ -	$ (24,371)	
Seed Fund (1415)				
(FY2024 - FY2025)				
Restricted revenues:				
Grant from other sources	$ 75,000	$ 75,000	$ -	0%
Restricted expenses:				
Education supplies	-	1,000	1,000	100%
Equipment	-	4,200	4,200	100%
Meeting expense	-	4,000	4,000	100%
Office supplies	-	10,000	10,000	100%
Program supplies	-	50,000	50,000	100%
Furniture & fixtures	-	5,800	5,800	100%
Total restricted expenses	-	75,000	75,000	100%
Excess (deficiency)	$ 75,000	$ -	$ (75,000)	

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	Grant Revenues / Expenses-to-Date			
	Actual	Grant Budget	Remaining Budget	Remaining %
NAAF Traditional Agriculture (1416)				
(11/1/2024-10/31/2025)				
Restricted revenues:				
Grant from other sources	$ 134,721	$ 149,690	$ 14,969	10%
Restricted expenses:				
Total restricted expenses	-	-	-	N/A
Excess (deficiency)	$ 134,721	$ 149,690	$ 14,969	
Planting the Seeds of Culture & Food: Agricultural Experiential Education with Micro-credentials (1421)				
(9/1/2022 - 8/31/2026)				
Restricted revenues:				
Federal government grants	$ 254,587	$ 157,142	$ (97,445)	-62%
Restricted expenses:				
Compensation	198,683	69,038	(129,645)	-188%
Employee related expenses	52,770	20,449	(32,321)	-158%
Commuter allowance	138	20,449	20,311	99%
Indirect contract expense	54,125	33,408	(20,717)	-62%
Consultants	7,680	3,200	(4,480)	-140%
Materials	-	11,049	11,049	100%
Stipends	-	20,000	20,000	100%
Total restricted expenses	313,396	177,593	(135,803)	-76%
Excess (deficiency)	$ (58,810)	$ (20,451)	$ 38,359	
BIE TCU Facilities & Improvements (1430) PL 116-260 (1430)				
(4/15/2020 -6/30/2026)				
Restricted revenues:				
Federal government grants	$ 2,228,570	$ 857,142	$ (1,371,428)	-160%
Restricted expenses:				
Construction supplies	84,116	-	(84,116)	N/A
Program supplies	116,150	-	(116,150)	N/A
Other office supplies	5,114	-	(5,114)	N/A
Equipment	85,363	-	(85,363)	N/A
Consultants	800	-	(800)	N/A
Other structural improvements	711,710	857,142	145,432	17%
Total restricted expenses	1,003,253	857,142	(146,111)	-17%
Excess (deficiency)	$ 1,225,317	$ -	$ (1,225,317)	
NIFA Endowment (1502)				
(Sept 1, 2021- Aug 31, 2024)				
Restricted revenues:				
Federal government grants	$ 513,239	$ 243,073	$ (270,166)	-111%
Restricted expenses:				
Compensation	1,590	-	(1,590)	N/A
Travel/professional development	2,779	-	(2,779)	N/A
Printing	10,694	-	(10,694)	N/A
Moving expenses	5,000	-	(5,000)	N/A
Communications	3,283	-	(3,283)	N/A
Vehicle rental	44,512	-	(44,512)	N/A
Promotion/advertising	39,854	36,000	(3,854)	-11%
Consultants/professionals	271,078	86,677	(184,401)	-213%
Building materials	1,689	-	(1,689)	N/A
Registrations	9,840	-	(9,840)	N/A
Meeting expense	24,163	7,500	(16,663)	-222%
Staff development	2,000	-	(2,000)	N/A
Guest Speaker/honorariums	1,361	-	(1,361)	N/A
Program supplies	69,854	96,000	26,146	27%
Other structural improvements	810	-	(810)	N/A
Office supplies	-	7,500	7,500	100%
Furniture & fixtures	5,087	-	(5,087)	N/A
Computer equipment	-	9,396	9,396	100%
Total restricted expenses	493,593	243,073	(250,520)	-103%
Excess (deficiency)	$ 19,645	$ -	$ (19,645)	

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	Actual	Grant Budget	Remaining Budget	Remaining %
NIFA Endowment (1504)				
(Sept 1, 2024- no expiration)				
Restricted revenues:				
Federal government grants	$ 275,171	$ -	$ (275,171)	N/A
Restricted expenses:				
Consultants	6,680	-	(6,680)	N/A
Equipment rental	5,020	-	(5,020)	N/A
Mach/equip repairs	15,118	-	(15,118)	N/A
Program supplies	61,937	-	(61,937)	N/A
Vehicle rental	6,944	-	(6,944)	N/A
Total restricted expenses	95,699	-	(95,699)	N/A
Excess (deficiency)	$ 179,472	$ -	$ (179,472)	
NIFA Endowment (1511)				
(Sept 1, 2025- no expiration)				
Restricted revenues:				
Federal government grants	$ 403,307	$ -	$ (403,307)	N/A
Restricted expenses:				
Total restricted expenses	-	-	-	N/A
Excess (deficiency)	$ 403,307	$ -	$ (403,307)	
Extension Capacity "Sovereign O'idag" (Gardens) for A Sovereign Nation (1542)				
(Sept 1, 2022- Aug. 31, 2026)				
Restricted revenues:				
Federal government grants	$ 544,402	$ 519,000	$ (25,402)	-5%
Restricted expenses:				
Compensation	538,829	152,287	(386,542)	-254%
Employee related expenses	108,473	47,210	(61,263)	-130%
Travel	19,941	11,250	(8,691)	-77%
Stipends	-	8,800	8,800	100%
Meals		6,000	6,000	100%
Materials & supplies	49,977	17,253	(32,724)	-190%
Consultants	-	3,200	3,200	100%
Total restricted expenses	717,220	246,000	(471,220)	-192%
Excess (deficiency)	$ (172,818)	$ 273,000	$ 445,818	
Title III Part A Our Circle of Strength (1632)				
(Oct. 1, 2020 - Sept. 30, 2025)				
Restricted revenues:				
Federal government grants	$ 9,333,783	$ 6,559,520	$ (2,774,263)	-42%
Restricted expenses:				
Compensation	1,628,016	1,520,000	(108,016)	-7%
Employee related expenses	378,561	420,000	41,439	10%
Travel expense	-	86,000	86,000	100%
Commuter allowance	8,930	-	(8,930)	N/A
Vehicle rental	4,825	-	(4,825)	N/A
Consultant fees & expenses	36,050	200,000	163,950	82%
Education supplies & outreach	-	36,000	36,000	100%
Office supplies	7,217	-	(7,217)	N/A
Registrations	75	-	(75)	N/A
Contracts/subcontracts	34,738	-	(34,738)	N/A
Other structural Improvements	7,784,441	3,619,520	(4,164,921)	-115%
Office equipment	61,216	100,000	38,784	39%
Other	169	578,000	577,831	100%
Total restricted expenses	9,944,238	6,559,520	(3,384,718)	-52%
Excess (deficiency)	$ (610,455)	$ -	$ 610,455	

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	Actual	Grant Budget	Remaining Budget	Remaining %
Title III Part A Our Circle of Strength (1633)				
(Oct. 1, 2025 - Sept. 30, 2030)				
Restricted revenues:				
Federal government grants	$ -	$ 6,845,836	$ 6,845,836	100%
Restricted expenses:				
Compensation	28,312	494,176	465,863	94%
Employee related expenses	2,618	95,589	92,971	97%
Commuter allowance	69	2,000	1,931	97%
Consultants	-	10,000	10,000	100%
Contracts/subcontracts	-	10,000	10,000	100%
Memberships	-	100	100	100%
Other structural Improvements	-	6,205,771	6,205,771	100%
Printing	-	4,000	4,000	100%
Office equipment	-	5,000	5,000	100%
Other equipment, tools & supplies	-	16,000	16,000	100%
Registrations	-	500	500	100%
Travel	-	2,700	2,700	100%
Total restricted expenses	31,000	6,845,836	6,814,836	100%
Excess (deficiency)	$ (31,000)	$ -	$ 31,000	
Title III Part F Honoring Yesterday to Build Tom. (1642)				
(Oct. 1, 2020 - Sept. 30, 2025)				
Restricted revenues:				
Federal government grants	$ 6,089,770	$ 4,655,008	$ (1,434,762)	-31%
Restricted expenses:				
Other structural Improvements	6,055,232	4,655,008	(1,400,224)	-30%
Total restricted expenses	6,055,232	4,655,008	(1,400,224)	-30%
Excess (deficiency)	$ 34,538	$ -	$ (34,538)	
Title III Part F Honoring Yesterday to Build Tom. (1643)				
(Oct. 1, 2025 - Sept. 30, 2030)				
Restricted revenues:				
Federal government grants	$ -	$ 3,654,615	$ 3,654,615	100%
Restricted expenses:				
Other structural Improvements	-	3,654,615	3,654,615	100%
Total restricted expenses	-	3,654,615	3,654,615	100%
Excess (deficiency)	$ -	$ -	$ -	
USDA RD Solar Electric System (1652)				
(9/26/2022 - 9/25/2027)				
Restricted revenues:				
Federal government grants	$ -	$ 327,650	$ 327,650	100%
Restricted expenses:				
Consultants	-	327,650	327,650	100%
Total restricted expenses	-	327,650	327,650	100%
Excess (deficiency)	$ -	$ -	$ -	
USDA RD Solar Electric System (1006) Match				
Restricted expenses:				
Consultants	-	17,245	17,245	100%
Total matching expenses	-	17,245	17,245	100%
Excess (deficiency)	$ -	$ (17,245)	$ (17,245)	
Total USDA RD Solar Electric System (1652)	-	(17,245)	(17,245)	

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	Grant Revenues / Expenses-to-Date			
	Actual	Grant Budget	Remaining Budget	Remaining %
USDA RD Furniture/Solar Electric System (1653)				
(9/1/2023 - 8/31/2028)				
Restricted revenues:				
Federal government grants	$ -	$ 351,000	$ 351,000	100%
Restricted expenses:				
Consultants	-	84,031	84,031	100%
Office equipment	7,114	8,000	886	11%
Other structural improvements	-	31,422	31,422	100%
Furniture & fixtures	214,141	178,174	(35,967)	-20%
Computer equipment	9,800	49,373	39,573	80%
Total restricted expenses	231,056	351,000	119,944	34%
Excess (deficiency)	$ (231,056)	$ -	$ 231,056	
USDA RD Furniture/Solar Electric System (1007) Match				
Restricted expenses:				
Furniture and Fixtures	18,600	18,600	-	0%
Total matching expenses	18,600	18,600	-	0%
Excess (deficiency)	$ (18,600)	$ (18,600)	$ -	
Total USDA RD Furniture/Solar Electric System (1653)	(249,656)	(18,600)	231,056	
USDA/NIFA (PARTNERSHIP w/ASU): Biobased Hydrogel Crystals for Mitigating Shrinkage in 3D-printed Concrete (1654)				
(July 2024 - June 2027)				
Restricted revenues:				
Federal government grants	$ -	$ 50,000	$ 50,000	100%
Restricted expenses:				
Compensation	2,000	-	(2,000)	N/A
Employee related expenses	153	3,150	2,997	95%
Participant support	12,448	-	(12,448)	N/A
Stipends	-	31,000	31,000	100%
Mileage	-	1,850	1,850	100%
Consultant fees & expenses	-	12,000	12,000	100%
Indirect contract expense	-	2,000	2,000	100%
Total restricted expenses	14,601	50,000	35,399	71%
Excess (deficiency)	$ (14,601)	$ -	$ 14,601	
USDA RD Planning for Sustainability (1655)				
(9/12/2024 - 9/11/2029)				
Restricted revenues:				
Federal government grants	$ -	$ 178,216	$ 178,216	100%
Restricted expenses:				
Consultants	-	178,216	178,216	100%
Total restricted expenses	-	178,216	178,216	100%
Excess (deficiency)	$ -	$ -	$ -	
USDA RD Planning for Sustainability (1655) Match				
Restricted expenses:				
Consultants	3,500	26,784	23,284	87%
Total matching expenses	3,500	26,784	23,284	87%
Excess (deficiency)	$ (3,500)	$ (26,784)	$ (23,284)	
Total USDA RD Planning for Sustainability	(3,500)	(26,784)	(23,284)	

Tohono O'odham Community College
Restricted and Unrestricted Expenses: Budget by Project
For the Grant Budget Period as Noted
(Intended for Internal Management Purposes Only)

	Grant Revenues / Expenses-to-Date			
	Actual	Grant Budget	Remaining Budget	Remaining %
USDA RD Community Faciities Program (1656)				
(9/18/2025 - 9/17/2030)				
Restricted revenues:				
Federal government grants	$ -	$ 265,220	$ 265,220	100%
Restricted expenses:				
Furniture and Fixtures	-	265,220	265,220	100%
Total restricted expenses	-	265,220	265,220	100%
Excess (deficiency)	$ -	$ -	$ -	
USDA RD Community Faciities Program (1656) Match				
Restricted expenses:				
Furniture and Fixtures	-	13,959	13,959	100%
Total matching expenses	-	13,959	13,959	100%
Excess (deficiency)	$ -	$ (13,959)	$ (13,959)	
Total USDA RD Community Faciities Program (1656)	-	(13,959)	(13,959)	
American Rescue Plan Fund (ARP) BIE PL 117-2 (1680)				
(July 1, 2019 - Until funds expended)				
Restricted revenues:				
Federal government grants	$ 5,581,278	$ 5,581,278	$ -	0%
Restricted expenses:				
Student assistance	-	5,581,278	5,581,278	100%
CARES ACT Emeg. Relief SCAC	1,259,555	-	(1,259,555)	N/A
Total restricted expenses	1,259,555	5,581,278	4,321,723	77%
Excess (deficiency)	$ 4,321,723	$ -	$ (4,321,723)	
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:				
Events	-	1,500	1,500	100%
Student meals	1,487	3,352	1,866	56%
Program supplies	1,401	2,745	1,344	49%
Advertising & promotion	1,650	1,650	-	0%
Total restricted expenses	4,538	9,247	4,709	51%
Excess (deficiency)	$ 4,709	$ -	$ (4,709)	
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:				
Adminstrative costs emergency aid	3,910	9,000	5,090	57%
Adminstrative costs paid internship	11,612	30,000	18,388	61%
Student funds emergency aid	15,957	30,000	14,043	47%
Stipends	1,650	-	(1,650)	N/A
Office supplies	424	-	(424)	N/A
Student funds paid internship	20,844	100,000	79,156	79%
Meeting expense	2,571	-	(2,571)	N/A
Total restricted expenses	56,968	169,000	112,032	66%
Excess (deficiency)	$ 49,721	$ -	$ (49,721)	

Tohono O'odham Community College
Restricted and Unrestricted Expenses: Budget by Project
For the Grant Budget Period as Noted
(Intended for Internal Management Purposes Only)

	Grant Revenues / Expenses-to-Date			
	Actual	Grant Budget	Remaining Budget	Remaining %
Ed Stabilization Fund Covid 19 Assistance (8021)				
(July 1, 2019 - Until funds expended)				
Restricted revenues:				
Federal government grants	$ 4,910,968	$ 4,910,968	$ -	0%
Restricted expenses:				
Compensation	341,302	-	(341,302)	N/A
Employee related expenses	151,315	-	(151,315)	N/A
Awards & Gifts	3,000	-	(3,000)	N/A
Book waivers	544,520	-	(544,520)	N/A
CARES ACT Higher Ed Emergency Relief	365,000	4,910,968	4,545,968	93%
CARES ACT Emeg. Relief SCAC	758,495	-	(758,495)	N/A
Cleaning supplies	4,672	-	(4,672)	N/A
Computer equipment	9,999	-	(9,999)	N/A
Construction Materials	718	-	(718)	N/A
Contracts/subcontracts	130,120	-	(130,120)	N/A
Consultants	61,802	-	(61,802)	N/A
Education supplies	46,280	-	(46,280)	N/A
Meeting expense	1,329	-	(1,329)	N/A
Payment to SCAC	91,537	-	(91,537)	N/A
Staff development	46,000	-	(46,000)	N/A
Stipends	292,780	-	(292,780)	N/A
Student meals	16,972	-	(16,972)	N/A
Travel	9,955	-	(9,955)	N/A
Total restricted expenses	2,875,794	4,910,968	2,035,174	41%
Excess (deficiency)	$ 2,035,174	$ -	$ (2,035,174)	
TOTAL ACTIVE RESTRICTED SPONSORED PROJECTS				
Restricted revenues:				
Federal government grants	$ 32,881,040	$ 38,568,025	$ 5,686,985	15%
State government grants	5,081,784	6,240,000	1,158,216	19%
Grant from other sources	4,165,752	3,692,582	(473,171)	-13%
Total Restricted Revenues	42,128,576	48,500,606	6,372,030	13%
Restricted expenses:	31,628,879	46,102,243	14,473,365	31%
Excess (deficiency)	$ 10,499,697	$ 2,398,363	$ (8,101,334)	

Tohono O'odham Community College
Restricted and Unrestricted Expenses: Budget by Project
For the Grant Budget Period as Noted
(Intended for Internal Management Purposes Only)

	Grant Revenues / Expenses-to-Date			
	Actual	Grant Budget	Remaining Budget	Remaining %
STUDENT FINANCIAL AID				
Scholarships AICF (8010)				
Restricted revenues:				
Scholarship Award	$ 2,886,545			
Restricted expenses:				
Travel/meeting/office expense	300			
Program supplies	744			
Scholarships	2,879,054			
Total restricted expenses	2,880,098			
Excess (deficiency)	$ 6,447			
FSEOG (8020)				
Restricted revenue:				
Federal government grants	$ -			
Restricted expenses:				
Tuition & fee waivers	58,753			
Total restricted expenses	58,753			
Excess (deficiency)	$ (58,753)			
PELL (8030)				
Restricted revenue:				
Federal government grants	$ 7,596,163			
Restricted expenses:				
Refunds	1,623			
Grants to students	8,340,632			
Total restricted expenses	8,342,255			
Excess (deficiency)	$ (746,092)			
TOTAL STUDENT FINANCIAL AID				
Restricted revenue:				
Federal government grants	$ 7,596,163			
Scholarship Award	2,886,545			
	10,482,708			
Restricted expenses	11,281,106			
Excess (deficiency)	$ (798,398)			
UNRESTRICTED SPECIAL PROJECTS				
AICF Bridge Fund (1233)				
Oct 14, 2025 - Until funds expended				
Unrestricted revenues:				
Grant from other sources	$ 100,000	$ 100,000	$ -	0%
Unrestricted expenses:				
Total Unrestricted expenses	-	-	-	N/A
Excess (deficiency)	$ 100,000	$ 100,000	$ -	
TOTAL UNRESTRICTED SPECIAL PROJECTS				
Unrestricted revenues:				
Federal government grants	$ -	$ -	$ -	N/A
State government grants	-	-	-	N/A
Grant from other sources	100,000	100,000	-	0%
Total Unrestricted Revenues	100,000	100,000	-	0%
Unrestricted expenses:	-	-	-	N/A
Excess (deficiency)	$ 100,000	$ 100,000	$ -	

Tohono O'odham Community College
Restricted and Unrestricted Expenses: Budget by Project Summary by Source
For the Grant Budget Period
(Intended for Internal Management Purposes Only)

		Actual			Grant Budget			Remaining Budget			Encumbrances*	
Source		Revenue	Expenses	Excess (deficiency) or Deferred Revenue (Grant AR)	Revenue	Expenses	Excess (deficiency)	Revenue	Expenses	Excess (deficiency)	Open POs	Remaining Budget Excess (deficiency) After Open POs
	Active Sponsored Projects											
Federal	NIST/NTIA Connecting Communities (1140)	$ 1,099,791	$ 1,485,959	$ (386,168)	$ 1,912,357	$ 1,916,232	$ (3,875)	$ 812,566	$ 430,273	$ (382,293)	$ -	$ (382,293)
Federal	TEA Center: Reclaiming the O'odham Language (1151)	847,199	1,082,492	(235,294)	1,000,000	1,000,000	-	152,801	(82,492)	(235,294)	48,247	(283,541)
Federal	BIA 93-638 - Occupational Training TCCU (1301)	636,740	168,045	468,695	200,000	200,000	-	(436,740)	31,955	468,695	-	468,695
Federal	BIA 93-638 - Occupational Training TCCU (1302)	162,234	94,501	67,733	300,000	300,000	-	137,766	205,499	67,733	-	67,733
Federal	Planting the Seeds of Culture & Food: Agricultural experiential education with Micro-credentials (1421)	254,587	313,396	(58,810)	157,142	177,593	(20,451)	(97,445)	(135,803)	(38,359)	23,120	(61,479)
Federal	BIE TCU Facilities & Improvements (1430) PL 116-260	2,228,570	1,003,253	1,225,317	857,142	857,142	-	(1,371,428)	(146,111)	1,225,317	78,828	1,146,490
Federal	NIFA Endowment (1502)	513,239	493,593	19,645	243,073	243,073	-	(270,166)	(250,520)	19,645	9,407	10,239
Federal	NIFA Endowment (1504)	275,171	95,699	179,472	-	-	-	(275,171)	(95,699)	179,472	45,820	133,652
Federal	NIFA Endowment (1511)	403,307	-	403,307	-	-	-	(403,307)	-	403,307	-	403,307
Federal	Extension Capacity "Sovereign O'idag" (Gardens) for A Sovereign Nation (1542)	544,402	717,220	(172,818)	519,000	246,000	273,000	(25,402)	(471,220)	(445,818)	4,596	(450,414)
Federal	Title III Part A Our Circle of Strength (1632)	9,333,783	9,944,238	(610,455)	6,559,520	6,559,520	-	(2,774,263)	(3,384,718)	(610,455)	13,955	(624,410)
Federal	Title III Part A Our Circle of Strength (1633)	-	31,000	(31,000)	6,845,836	6,845,836	-	6,845,836	6,814,836	(31,000)	-	(31,000)
Federal	Title III Part F Honoring Yesterday to Build Tom. (1642)	6,089,770	6,055,232	34,538	4,655,008	4,655,008	-	(1,434,762)	(1,400,224)	34,538	-	34,538
Federal	Title III Part F Honoring Yesterday to Build Tom. (1643)	-	-	-	3,654,615	3,654,615	-	3,654,615	3,654,615	-	-	-
Federal	USDA RD Solar Electric System (1652)	-	-	-	327,650	327,650	-	327,650	327,650	-	-	-
Federal	USDA RD Furniture/Solar Electric System (1653)	-	231,056	(231,056)	351,000	351,000	-	351,000	119,944	(231,056)	1,009	(232,065)
Federal	USDA/NIFA Biobased Hydrogel Crystals for Mitigating Shrinkage in 3D-printed Concrete (1654)	-	14,601	(14,601)	50,000	50,000	-	50,000	35,399	(14,601)	-	(14,601)
Federal	USDA RD Planning for Sustainability	-	-	-	178,216	178,216	-	178,216	178,216	-	-	-
Federal	USDA RD Community Faciities Program (1656)	-	-	-	265,220	265,220	-	265,220	265,220	-	-	-
Federal	American Rescue Plan Fund (ARP) BIE PL 117-2 (1680)	5,581,278	1,259,555	4,321,723	5,581,278	5,581,278	-	-	4,321,723	4,321,723	-	4,321,723
Federal	Ed Stabilization Fund Covid 19 Assistance (8021)	4,910,968	2,875,794	2,035,174	4,910,968	4,910,968	-	-	2,035,174	2,035,174	26,192	2,008,982
	Total Federal Sponsored Projects	$ 32,881,040	$ 25,865,634	$ 7,015,405	$ 38,568,025	$ 38,319,351	$ 248,674	$ 5,686,985	$ 12,453,717	$ 6,766,731	$ 251,174	$ 6,515,558
State	AZ TPT State Construction Needs Funding (1400)	$ 2,767,805	$ 970,718	$ 1,797,087	$ 3,120,000	$ 3,120,000	$ -	$ 352,195	$ 2,149,282	$ 1,797,087	$ 8,556	$ 1,788,531
State	Workforce Development (1401)	1,840,240	3,003,026	(1,162,785)	897,810	897,810	-	(942,430)	(2,105,216)	(1,162,785)	1,134	(1,163,919)
State	AZ DES Workforce Scholarship Program (1409)	-	-	-	1,120,000	1,120,000	-	1,120,000	1,120,000	-	-	-
State	AZ State TOCC Remedial Education (1413)	2,000,000	-	2,000,000	2,000,000	-	2,000,000	-	-	-	-	-
	Total State Sponsored Projects	$ 6,608,045	$ 3,973,743	$ 2,634,302	$ 7,137,810	$ 5,137,810	$ 2,000,000	$ 529,765	$ 1,164,067	$ 634,302	$ 9,690	$ 624,612
AICF	AICF AT & T Digitized Career Success Program (1128)	$ 150,000	$ 133,505	$ 16,495	$ 150,000	$ 150,000	$ -	$ -	$ 16,495	$ 16,495	$ 59	$ 16,435
AICF	AICF Community Aid for Student Success (1222)	48,000	39,268	8,732	48,000	48,000	-	-	8,732	8,732	8,408	324
AICF	AICF 2023 Summer Success Conference (1223)	10,000	5,728	4,272	10,000	10,000	(0)	-	4,272	4,272	-	4,272
AICF	AICF Indigenous Early Childhood Educ (1224)	31,000	31,144	(144)	24,000	24,000	-	(7,000)	(7,144)	(144)	-	(144)
AICF	AICF Cultivating Native Student Success SEM (1225)	750,000	476,138	273,862	750,000	750,000	-	-	273,862	273,862	28,277	245,585
AICF	AICF Community Based Native Arts (1226)	75,000	54,163	20,837	75,000	75,000	-	-	20,837	20,837	5,237	15,600
AICF	AICF Advancing Indigenous Early Childhood Education (1227)	70,000	24,005	45,995	70,000	70,000	-	-	45,995	45,995	-	45,995
AICF	AICF TCU Preview Grant FY25 (1229)	2,000	1,916	84	2,000	2,000	-	-	84	84	-	84
AICF	AICF Dollar General Adult Education Program (1230)	30,000	21,388	8,612	30,000	30,000	-	-	8,612	8,612	8,620	(7)
AICF	AICF Faculty Professional Development (1231)	23,782	26,416	(2,634)	23,782	23,782	-	-	(2,634)	(2,634)	28	(2,662)
AICF	AICF Growing Indigenous Success - Geographic Information Science Computer Lab (1232)	12,100	-	12,100	12,100	12,100	-	-	12,100	12,100	-	12,100
AICF	AICF Empowering Relatives Emergency Funds (1234)	23,000	-	23,000	23,000	23,000	-	-	23,000	23,000	-	23,000
	Total AICF Sponsored Projects and Unrestricted Projects	$ 1,224,882	$ 813,673	$ 411,209	$ 1,217,882	$ 1,217,882	$ (0)	$ (7,000)	$ 404,210	$ 411,210	$ 50,628	$ 360,582

*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'odham Community College
Restricted and Unrestricted Expenses: Budget by Project Summary by Source
For the Grant Budget Period
(Intended for Internal Management Purposes Only)

		Actual			Grant Budget			Remaining Budget			Encumbrances*	
Source		Revenue	Expenses	Excess (deficiency) or Deferred Revenue (Grant AR)	Revenue	Expenses	Excess (deficiency)	Revenue	Expenses	Excess (deficiency)	Open POs	Remaining Budget Excess (deficiency) After Open POs
Other	TO Language Ctr Appropriation of Funds fr TON (1131)	$ 896,880	$ 746,621	$ 150,259	$ 896,880	$ 896,880	$ (0)	$ -	$ 150,259	$ 150,259	$ 6,821	$ 143,437
Other	NAAF Horseshoeing Program (1414)	192,073	167,702	24,371	192,073	192,073	-	-	24,371	24,371	-	24,371
Other	A Western Regional Native American Language Resource Center in AZ (1408)	-	-	-	85,000	85,000	-	85,000	85,000	-	-	-
Other	Seed Fund (1415)	75,000	-	75,000	75,000	75,000	-	-	75,000	75,000	1,500	73,500
Other	NAAF Traditional Agriculture (1416)	134,721	-	134,721	149,690	-	149,690	14,969	-	(14,969)	-	(14,969)
Other	TO Gaming Back to Campus Daily Meals and Archery Range (1716	9,247	4,538	4,709	9,247	9,247	-	-	4,709	4,709	-	4,709
Other	Project Success Ascendium Emergency Aid/Paid Internship (1727)	106,689	56,968	49,721	169,000	169,000	-	62,311	112,032	49,721	-	49,721
	Total Other Sponsored Projects	$ 1,414,610	$ 975,829	$ 438,781	$ 1,576,890	$ 1,427,200	$ 149,690	$ 162,280	$ 451,371	$ 289,091	$ 8,321	$ 280,770
	Total Sponsored Projects	$ 42,128,576	$ 31,628,879	$ 10,499,697	$ 48,500,606	$ 46,102,243	$ 2,398,363	$ 6,372,030	$ 14,473,365	$ 8,101,334	$ 319,813	$ 7,781,521
	Student Financial Aid											
AICF	Scholarships- 21-8010 AICF	$ 2,886,545	$ 2,880,098	$ 6,447	$ -	$ -	$ -	$ (2,886,545)	$ (2,880,098)	$ (6,447)	$ -	$ (6,447)
Federal	FSEOG (8020)	-	58,753	(58,753)	-	-	-	-	(58,753)	58,753	-	58,753
Federal	PELL (8030)	7,596,163	8,342,255	(746,092)	-	-	-	(7,596,163)	(8,342,255)	746,092	-	746,092
	Total Student Financial Aid	$ 10,482,708	$ 11,281,106	$ (798,398)	$ -	$ -	$ -	$ (10,482,708)	$ (11,281,106)	$ 798,398	$ -	$ 798,398
	Unrestricted Special Projects											
AICF	AICF Bridge Fund (1233)	$ 100,000	$ -	$ 100,000	$ 100,000	-	$ 100,000	$ -	$ -	$ -	$ -	$ -
	Total Active Restricted Budgets and Unrestricted Special Proje	$ 52,711,284	$ 42,909,985	$ 9,801,299	$ 48,600,606	$ 46,102,243	$ 2,498,363	$ (4,110,678)	$ 3,192,258	$ 8,899,732	$ 319,813	$ 8,579,920
	Inactive Sponsored Projects											
Federal	NSF -TCUP Pathways to Indigenous STEM - 1114	$ 2,609,528	$ 2,609,528	$ -	$ 2,514,278	$ 2,501,346	$ 12,932	$ (95,250)	$ (108,182)	$ (12,932)	$ -	$ (12,932)
Federal	ANA Increase Technical Capacity - (1117) Federal Share	550,538	872,782	(322,244)	1,200,000	1,181,100	18,900	649,462	308,318	(341,144)	-	(341,144)
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)
Other	AICF Native Students Stepping Forward - Dollar General High School Equivalency Completion Program (1127)	600,000	967,828	(367,828)	900,000	848,252	51,748	300,000	(119,576)	(419,576)	-	(419,576)
Other	Dollar General Native Americans Stepping Forward (GED) (1127)	195,000	193,092	1,908	50,000	50,000	-	(145,000)	(143,092)	1,908	-	1,908
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/TCU Preview Grant (1217)	4,000	2,542	1,458	2,000	3,539	(1,539)	(2,000)	997	2,997	-	2,997
AICF	AICF Pres Fund Lang/Cultural/HW6/22-5/24 (1218)	100,000	100,751	(751)	100,000	100,000	-	-	(751)	(751)	-	(751)
AICF	AICF Food Security Emergency Aid for Student Success (1221)	5,700	8,874	(3,174)	5,700	5,700	-	-	(3,174)	(3,174)	-	(3,174)
Other	IECD Practitioner Symposium (1303)	80,400	18,354	62,046	80,400	80,400	-	-	62,046	62,046	-	62,046
AICF	AICF/On-Line Instruction Program	-	10,000	(10,000)	10,000	10,000	-	10,000	-	(10,000)	-	(10,000)
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	Haury Program Tribal Resilience Initiative Award for A Student's Journey (1406)	335,838	304,323	31,515	315,206	321,206	(6,000)	(20,632)	16,883	37,515	-	37,515
Federal	NIFA Education for Sustainable Tomorrow: Food Sovereignty (1508)	432,746	413,087	19,660	442,259	443,865	(1,606)	9,513	30,779	21,266	-	21,266
Federal	USDA Furniture Arts & Science (1509)	166,200	170,131	(3,931)	166,200	166,200	-	-	(3,931)	(3,931)	-	(3,931)
Federal	USDA Disaster Relief Health & Wellness (1526)	99,975	121,284	(21,309)	99,975	99,975	-	-	(21,309)	(21,309)	-	(21,309)
Federal	USDA NIFA Extension Capacity (1531)	171,280	249,502	(78,222)	177,238	177,238	-	5,958	(72,264)	(78,222)	-	(78,222)
Federal	NIFA Extension Capacity Bldg Together III (1541)	593,300	593,412	(112)	661,500	372,620	288,880	68,200	(220,792)	(288,992)	-	(288,992)
Federal	USDA TCI E Campus Community Facilities (1621)	137,703	109,683	28,020	137,703	137,703	-	-	28,020	28,020	-	28,020
Federal	USDA TCI Wellness Ctr (1628)	181,367	-	181,367	181,367	181,367	-	-	181,367	181,367	-	181,367
Other	Community of Practice (1720)	88,143	52,027	36,116	108,000	108,000	-	19,857	55,973	36,116	-	36,116
	Total Inactive Grants	$ 6,589,418	$ 6,996,483	$ (407,065)	$ 7,358,956	$ 6,923,580	$ 435,375	$ 769,538	$ (72,903)	$ (842,440)	$ -	$ (842,440)

*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.

Waiting on internal budget

New grant as of 10/31/2025

Tohono O'odham Community College
Statement of Cash Flows
For the Four Months Ended October 31, 2025
(Intended for Internal Management Purposes Only)

	For the Month Ended 10/31/2025	YTD FY26
Change in Net Assets	$ (2,496,936)	$ 8,901,903
Cash Flow Adjustments		
Change in Assets and Liabilities		
Student accounts receivable	(290,542)	(404,719)
Contracts and grants receivable	(946,556)	(113,531)
Prepaid expenses	-	(33,740)
Bookstore inventory	(2,947)	(39,532)
Accounts payable	(439,006)	(353,446)
Salary related payable	207,114	360,090
Other payables and accrued expenses	11,633	(243,595)
Deferred grant revenue	294,361	617,541
Net Cash from / (used for) Operating Activities	$ (3,662,879)	$ 8,690,971
Sales or purchases of investments	-	(64,461)
Net Cash from / (used for) Investing Activities	$ -	$ (64,461)
Net Change in Cash	$ (3,662,879)	$ 8,626,509
Cash at Beginning of Period	30,685,032	18,395,644
Cash at End of Period	$ 27,022,153	$ 27,022,153

TOHONO O'ODHAM COMMUNITY COLLEGE

TO: BOARD OF TRUSTEES

THRU: DR. STEPHEN SCHOONMAKER, PRESIDENT
ADMIN TEAM – AUGUST 2025

FROM: JOANN MIGUEL, DEAN OF FINANCE & TRACY WORTHEY, INTERIM HUMAN RESOURCES DIRECTOR

SUBJECT: **REQUST FOR APPROVAL TO IMPLEMENT ADP WORKFORCE AS NEW HUMAN CAPITAL MANAGEMENT (HCM) SYSTEM**

DATE: NOVEMBER 20, 2025

CC: EVAN THOMAS, SPECIAL ASSISTANT TO THE PRESIDENT

Background: The College currently utilizes Paychex for payroll services. To meet the growing administrative and compliance needs of the institution, we require a more modern, comprehensive Human Capital Management (HCM) platform that integrates payroll, applicant tracking, and employee onboarding into a single, scalable system. This strategic move is intended to eliminate disparate systems (Paychex and MyStaffingPro), reduce manual administrative burden, improve data accuracy, and enhance the overall employee experience.

Justification: The transition to ADP Workforce Now is justified by its comprehensive features, superior scalability, and integrated support model, making it the preferred choice over our current system and other competing solutions:

- **All-in-One HCM Suite:** ADP Workforce Now is an integrated platform designed to simplify HR, payroll, time, and benefits administration (future capability) in one place. It is a full HCM solution that supports core HR functions, time and labor management, and talent management (including recruiting and performance).
- **Improved Compliance and Accuracy:** ADP is highly regarded for its expertise in payroll tax regulations and compliance, which is critical for an organization with our complexity. The system features real-time calculation previews, which proactively flag and resolve issues, ensuring greater accuracy and reducing costly errors.
- **Scalability for Growth:** ADP Workforce Now is explicitly designed to scale, making it ideal for our growing institution. It also offers a broader range of integrations, such as electronic I-9 and E-Verify, and seamless data transfer with existing accounting software.
- **Maximizing System Utilization (ADP Advantage Program):** This program addresses the common industry-wide problem of technology under-utilization by providing a designated consultant for customized system setup, training resources, and a utilization scorecard to ensure the College realizes the full potential and return on investment of the new HCM system.

- **Enhanced Employee Experience:** The platform offers a mobile-first, user-friendly Employee Self-Service portal for viewing pay stubs, updating information, and online onboarding, which empowers employees and reduces administrative requests to the HR team.

Action Requested: Request Board of Trustees review and approval for the selection and implementation of ADP Workforce Now as the College's new Human Capital Management (HCM) system.

Recommendation: The move to ADP Workforce Now will provide a scalable, comprehensive, and technology-forward HCM solution that will significantly improve administrative efficiency, enhance compliance, and modernize the employee experience across the College.

TOHONO O'ODHAM COMMUNITY COLLEGE

TO: BOARD OF TRUSTEES

THRU: STEPHEN SCHOONMAKER, PRESIDENT

FROM: TRACY WORTHEY, INTERIM HR DIRECTOR

SUBJECT: **RECOMMENDATION FOR APPROVAL OF PERSONNEL ACTIONS** (NEW HIRES, TRANSFERS, AND SEPARATIONS

DATE: **11/10/2025**

CC: FILE

Background

The Administration respectfully requests the Board of Trustees to approve the personnel actions (new hires, transfers, and separations) detailed in the list below.

All proposed actions have been reviewed by the Human Resources Department and are in full compliance with College policy.

The President of Tohono O'odham Community College **approves** and **recommends** this slate of personnel actions for the Board's final endorsement.

RESOURCE LIST
October 6 – November 10, 2025

New Hires: None

Transfers:

Name	Position	Date
Reyna Noriega	NTIA Project Director (former position) Office 365 Trainer (new position)	11/1/2025
Alexander Vavages	Computer Literacy Instructor (former position) Office 365 Trainer (new position)	11/1/2025

Separations:

Name	Position	Date
Tom Merino	Facilities Technician I	10/10/2025
Edwina Moreno	Workforce Development Student Coach	10/31/2025

Tohono O'odham Community College
Employment Vacancy Activity Log
October 2025

Administrative/Faculty/Exempt

Vacant Position	Division	Number of Applicants	Tohono O'odham	Native American	Other	Application Meeting Minimum Qualifications		Most Recent Activity Log Update	Recommended for Interview		Interview Scheduled	Recommendation Made		Comments
						Yes	No		Yes	No		Yes	No	
Student Support Specialist	Student Services	7	2	0	5	7		10/6/2025	6					Awaiting Interviews to be scheduled
Student Success Coach	Student Services	5	3		2	4	1	10/6/2025	4	0	4	2	2	Pending President Approval
Food Program Manager	Student Life	1	1	0	0	1	0	10/24/2025	1		1			
Behavioral Health Counselor	Student Services	2	1		1	1	1	10/7/2025						Still posted for additional candidates
Pre-College GED Instructor	Workforce & Community Development	4	1		3	4		10/24/2025						
Information Systems Solutions Analyst	Office of Sustainability	3	1		2	3		10/27/2025						

Hourly/Non-Exempt

Vacant Position	Division	Number of Applicants	Tohono O'odham	Native American	Other	Application w/ Complete documents		Most Recent Activity Log Update	Recommended for Interview		Interview Scheduled	Recommendation Made		Comments
						Yes	No		Yes	No		Yes	No	
Lead Facilities Maintenance Tech	Operations	0						10/6/2025						Seeking External Posting Places
Facilities Technician I	Operations	8	8			5	3	10/6/2025	5		11/13/2025			
Phoenix Center Site Technician	Student Services	1		1		1		10/6/2025						Hiring manager requested to repost
Phoenix Center Receptionist	Student Services	8		3	5	8	0	10/6/2025						Request to repost
Lead Cook	Student Life	1	1			1		10/6/2025						Waiting for the Food Program position to be filled
Assistant Cook	Student Life	8	8			6	2	10/6/2025						Waiting for the lead cook position to be filled
Library Assistant	Education	8	7		1	8		10/8/2025						Waiting for the Tutor Coordinator to be filled
Tutor Coordinator	Education	1	1			1		10/8/2025	1		11/13/2025			Internal only posting
Embedded Tutor	Education	1			1									Seeking additional candidates

Procurement Specialist	**Administrative Services & Finance**	**4**	**2**		**2**	**4**		**10/23/2025**						
Office Coordinator	**Administrative Services & Finance**	**3**	**3**			**3**		**10/23/2025**						
Apprenticeship Driver Part-time	**President's Office**	**1**				**1**		**11/7/2025**						

TOHONO O'ODHAM COMMUMITY COLLEGE

TO: BOARD OF TRUSTEES

FROM: TRACY WORTHEY, INTERIM HUMAN RESOURCE DIRECTOR

SUBJECT: REVISED TOHONO O'ODHAM COMMUNITY COLLEGE'S PERSONNEL POLICIES

DATE: 11/13/2025

CC: DR. SCHOONMAKER, PRESIDENT

The Paid Parental Leave and Donated Leave have been revised and are hereby presented to you for your review, comments, and approval.

Additions, modifications, and deletions were incorporated into the Personnel Policies and Procedures handbook with involvement from the College President, Administrative Leadership Team, and Cedar Tree Native Law.

Changes in the Paid Parental Leave Policy

Policy Feature	Original Policy	Revised Policy	Change Highlighted
Leave Duration	**Twelve (12) weeks** of leave for the "primary care-giver".	**Six (6) weeks** of leave for all eligible employees.	**Reduced** the total available paid leave from 12 weeks to 6 weeks.
Caregiver Designation	Used the term "**primary care-giver**" to grant the full leave entitlement.	The term "**primary care-giver**" is removed, making the 6 weeks available to *all* eligible parents equally.	**Eliminated** the distinction between primary and secondary caregivers.
Timing and Use	Not explicitly detailed in the available original text.	Adds a "Timing of Leave" section. The leave must be taken within **six months** of the birth or legal placement, and it is intended to be taken as a **continuous block of**	**Introduced new restrictions** on when and how the leave can be used (timeframe and continuous use).

Policy Feature	Original Policy	Revised Policy	Change Highlighted
		time.	
FMLA Coordination	Paid Parental Leave is stated to run **concurrently** with FMLA leave.	Outlines a **sequential use** of leave: the employee must exhaust all Paid Parental Leave, and then accrued sick and annual leave, *before* they may take Family and Medical Leave (FMLA).	**Changed** the use of leave from concurrent (running at the same time) to sequential (stacking the paid leave benefit first).

Changes in the Donated Leave policy

Policy Feature	Original Policy	Revised Policy	Change Highlighted
Duration	Ninety Days **return leave** to the donor	Once the leave is donated will **stay** in the bucket for any employee on FMLA that needs it.	**Removed** the 90-day time limit on the donated leave, making the donated time permanent until used.
Type of Leave	The giver could notate **vacation time**, if they had less than 40 hours of sick time"	Can only donate **sick time.**	**Shift** to allowing only sick time donations, eliminating the previous option to donate vacation time under certain conditions

Paid Parental Leave Policy

A. **Purpose:** The College provides Paid Parent Leave to certain eligible employees. The purpose of this Paid Parental Leave Policy ("Policy") is to give employees additional flexibility and time to bond with their new child, adjust to their new family situation, and balance their professional obligations. This Policy describes the circumstances in which Paid Parental Leave may be taken, notice provisions, coordination with other types of leave, reinstatement issues, and other matters related to Paid Parental Leave.

B. **Eligibility:** An employee is eligible for Paid Parental Leave if they have been employed by the College for at least one continuous year (12 months) or more in a benefits-eligible position.

C. **Leave:** Eligible employees are entitled to six (6) weeks of Paid Parental Leave following the birth or legal adoption of a child.

D. **Timing of Leave:** The leave must be taken within six months of the birth or legal placement of the child. Paid Parental Leave is intended to be taken as a continuous block of time.

E. **Concurrent Leave Restriction:** When two employees of the College are having a child together (by birth of legal adoption), the total amount of Paid Parental Leave available to be used by both employees combined for that single birth or adoption event will remain at six (6) weeks. Furthermore, the two employees may not take Paid Parental Leave concurrently (at the same time). They must coordinate the timing of their leave so that their respective periods of Paid Parental Leave are taken sequentially. This restriction only applies to the Paid Parental Leave provided by this policy and does not affect the concurrent use of leave available under the Family and Medical Leave Act (FMLA).

F. **Notice of Paid Parental Leave:** Employees must provide written notice to the Office of Human Resources of their intent to take Paid Parental Leave pursuant to this Policy at least 30 days prior to the expected date of birth or placement. If the date of birth or placement is not foreseeable, notice should be given as soon as is practicable.

G. **Reinstatement:** The employee will be reinstated to the same position he or she held when the Paid Parental Leave began or to an equivalent position with equivalent pay, benefits, and other terms and conditions of employment, provided the employee can perform the essential functions of the position.

H. **Relation to the Family and Medical Leave Act:** As provided under the Family and Medical Leave Act and the College's Family and Medical Leave Policy, an employee may take up to twelve (12) weeks of Family and Medical Leave in a twelve (12) month period. Following the birth or legal adoption of a child, after an employee has exhausted all Paid Parental Leave, and accrued hours of sick, and annual available to the employee, in that order, the employee may take Family and Medical Leave.

I. **Confidentiality:** All medical information relating to Paid Parental Leave, whether verbal or written, shall be kept confidential to the maximum extent possible. All medical documents are maintained within the Office of Human Resources in a confidential, secure file separate from the personnel file.

J. **Authority:** The College's Board of Trustees reserves the right to amend, modify, or terminate this policy at any time and for any reason. Such changes may include, but are not limited to, the right to change or eliminate benefits or change the class of participants covered by the Policy.

D. Donated Leave

The College authorizes the voluntary transfer of sick leave between employees in situations meeting all of the following requirements:

An employee may donate up to 50% of accrued unused sick leave to another employee. If the employee has less than 40 hours of accrued unused sick leave, he/she may donate up to 50% of accrued unused annual leave.

The decision to donate leave to an eligible recipient should be a choice made freely by each employee. Any person attempting to unduly influence another employee to donate leave shall be subject to disciplinary action and any prior agreement made to donate leave under these conditions shall be void.

The College authorizes the voluntary transfer of leave between employees in situations meeting all of the following requirements:

A. Eligibility

1. Recipient must be a full-time regular employee and have worked for the College for a minimum of one (1) year,
2. Have exhausted all forms of accumulated sick, annual, and other paid leave,
3. Not be receiving any other form of long-term disability, social security disability, disability compensation through any retirement plan, or Workers' Compensation benefits,
4. Has been approved for being out due their own serious illness, for the care of a family members own serious illness, or as a military caregiver under the Family Medical Leave Act (FMLA).

B. Recipient

Must request the FMLA paperwork from HR for their own illness or a family member. Return the form to the Human Resource Office. Employee must exhaust the balances of accumulated sick and annual leave, and any other leave, prior to actually receiving donated sick leave hours. An eligible employee receiving donated sick leave days will not accrue additional leave for those days.

C. Donor

Complete the Sick Leave Donation Request Form and return to the Human Resource Office.

D. Process

This program is strictly a voluntary program; therefore, the College does not guarantee that applicants whose situations warrant participation in the program will receive the requested sick leave. The Human Resource Office will publicize to all employees that they can donate to a donated sick leave bucket or they can donate to a specific employee the need for such leave for

qualifying requests. The Human Resource Office will then request the Finance Office to transfer the days and adjust sick leave balances accordingly.

TOHONO O'ODHAM COMMUNITY COLLEGE

TO: BOARD OF TRUSTEES
THRU: DR. STEPHEN SCHOONMAKER, PRESIDENT
ADMIN TEAM – 10/20/2025
FROM: TRACY WORTHEY, INTERIM HUMAN RESOURCES DIRECTOR
SUBJECT: **RESTORED POSITION REQUEST – CULTURAL LIAISON**
DATE: NOVEMBER 20, 2025
CC: EVAN THOMAS, SPECIAL ASSISTANT TO THE PRESIDENT

Background: This position existed prior to Dr. Schoonmaker's arrival to TOCC. This positon reported to the President and their role was to lead the *Himdag* Committee; chairing the committee, work with campus community to help instill the *Himdag* throughout our efforts, and to work with the Communication and College Advancement area for *Himdag* events.

Justification: During a desk Audit with staff of the O'odham Ñiokĭ Ki: it was determined that Adrianne Rios has been filling most these duties on top of her role as the Language Specialist. It has been determined this is a full-time position and needed to be reestablished to reduce the work load for Ms. Rios and others that work at the O'odham Ñiokĭ Ki:.

Action Requested: Request BOT review and approval of this request

Recommendation: Recommendation

TOHONO O'ODHAM COMMUNITY COLLEGE
JOB DESCRIPTION TEMPLATE

Job Title: **Cultural Liaison**
Position #:
Reports To: President
Department: President Office
Division: President Office
Job Status: Full-Time
Classification: Exempt
Job Family: Professional
Fund Number:
Job Grade:
Budgeted Amount: Recommending $53,000

DATE OF CREATION OR UPDATE:

SUMMARY: The Cultural Liaison will work with administration, faculty, students, and community members to support the College's mission to enhance our unique Tohono O'odham *Himdag*. The Cultural Liaison will work to assure that the *Himdag* is reflected in the educational and operational culture and practices of Tohono O'odham Community College. That work will entail working closely with the *Himdag* Committee, TOCC administration, and with community partners, including a variety of Tohono O'odham Nation entities.

ESSENTIAL DUTIES:

- Establish and nurture relationships with community leaders in the Tohono O'odham Nation;
- Coordinate with Student Services and the Education Division to develop two additional course delivery sites within the Tohono O'odham Nation;
- Establish relationships and channels of communication with O'odham community members that will assist TOCC in carrying out its mission and purposes;
- Assist faculty to incorporate the Himdag into their curriculums and classrooms;
- Work with the Himdag Committee and other groups within TOCC in order to effect alignment of College processes with the Himdag;
- Perform other related duties as assigned.

KNOWLEDGE & SKILLS:

- A thorough understanding of higher education, including curriculum and teaching methods.

- Knowledge of the history and challenges facing the Tohono O'odham Nation.

- Knowledge of and the ability to apply Tohono O'odham cultural protocols in working with College constituents
- Fluency in the Tohono O'odham language.
- The ability to communicate fluently and effectively in both English and O'odham.
- The ability to establish and maintain positive working relationships with individuals of varied social and cultural backgrounds.

SUPERVISORY RESPONSIBLITIES:

None

REQUIRED EDUCATION AND EXPERIENCE:

- Bachelor's degree plus three years' experience working in higher education.
- Fluency in Tohono O'odham language;
- Knowledge of the history and challenges facing the Tohono O'odham Nation;
- Ability to establish and maintain positive working relationships with individuals of varied social and cultural backgrounds;
- Know and be able to apply Tohono O'odham cultural protocols in working with College constituents;
- Be able to communicate fluently and effectively in English and O'odham;
- Have a thorough understanding of higher education, including curriculum, and teaching methods;

PREFERRED QUALIFICATIONS:

- Four (4) or more years' experience living in the Tohono O'odham Nation with knowledge of culture, protocols, political organization, and history.

LICENSING REQUIREMENTS:

- Must possess a valid driver's license with an acceptable driving record.
- Must successfully pass a criminal background check.

EXPECTED WORK HOURS:

Hours: Typical work hours are 8:00 a.m. to 5:00 p.m., Monday through Friday; will require some evening and weekend hours.

PHYSICAL DEMANDS:

ADA Checklist for Physical Activities & Demands, Visual Acuity and Working Conditions of the Position

1. **The physical activity of this position. (Please check all that apply)**
    - Reaching. Extending hand(s) and arm(s) in any direction.
    - Standing. Particularly for sustained periods of time.
    - Fingering. Picking, pinching, typing or otherwise working, primarily with fingers rather than with the whole hand as in handling.
    - Grasping. Applying pressure to an object with the fingers and palm.
    - Feeling. Perceiving attributes of objects, such as size, shape, temperature or texture by touching with skin, particularly that of fingertips.

- Talking. Expressing or exchanging ideas by means of the spoken word. Those activities in which they must convey detailed or important spoken instructions to other workers accurately, loudly, or quickly.
- Hearing. Perceiving the nature of sounds at normal speaking levels with or without correction. Ability to receive detailed information through oral communication, and to make the discriminations in sound.
- Repetitive motion. Substantial movements (motions) of the wrists, hands, and/or fingers.

2. The physical demands of this position. (Please check only one)

- Light work. Exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or a negligible amount of force constantly to move objects. If the use of arm and/ or leg controls requires exertion of forces greater than that for sedentary work and the worker sits most of the time, the job is rated for light work.

3. The visual acuity requirements, including color, depth perception and field vision. (Please check only one)

- The worker is required to have close visual acuity to perform an activity such as: preparing and analyzing data and figures; transcribing; viewing a computer terminal; extensive reading; visual inspection involving small defects, small parts, and/or operation of machines (including inspection); using measurement devices; and/or assembly or fabrication parts at distances close to the eyes.

4. The conditions the worker will be subject to in this position. (Please check all that apply)

- None. The worker is not substantially exposed to adverse environmental conditions (such as in typical office or administrative work).

TOHONO O'ODHAM COMMUNITY COLLEGE

TO: BOARD OF TRUSTEES

THRU: DR. STEPHEN SCHOONMAKER, PRESIDENT

ADMIN TEAM – 10/20/2025

FROM: TRACY WORTHEY, INTERIM HUMAN RESOURCES DIRECTOR

SUBJECT: **NEW POSITIONS REQUEST – 365 OFFICE TRAINER**

DATE: NOVEMBER 20, 2025

CC: EVAN THOMAS, SPECIAL ASSISTANT TO THE PRESIDENT

Background: Through the recent NTIA grant, TOCC successfully established and executed a Computer Literacy Program. This initiative met a significant, documented demand across the Tohono O'odham Nation, providing foundational computer skills to interested community members. Regrettably, the funding for this successful initiative officially concluded on July 31, 2025. As a result, two experienced staff members, the Program Director and a Trainer, have been displaced from their roles within TOCC. They have spent the last three months closing out the grant.

Justification: Through another grant managed by the Education Division, Workforce Development has revamp this program to create three positions to be the 365 Office Trainers. This new program will transition the focus from general computer literacy to specialized, in-demand training centered on Microsoft Office 365**.**

The new structure requires the creation of three (3) 365 Office Trainer positions, which will directly address two primary institutional goals:

1. Nation-wide Workforce Readiness: Providing targeted, essential computer training on Office 365 applications for members of the Tohono O'odham Nation, directly supporting job skills and digital engagement.
2. Academic Support: Serving as a dedicated resource to assist Adult Education and GED instructors by ensuring their students possess the technical proficiency needed to access and complete online assignments and utilize digital learning platforms.

Action Requested: Request BOT review and approval of this request
We will transition the two previous displaced employees into two of these positions and advertise for the third.

Recommendation: Recommendation

TOHONO O'ODHAM COMMUNITY COLLEGE
JOB DESCRIPTION

Job Title: **Office 365 Trainer**
Position #:
Reports To: Chair of Workforce & Community Development
Department: Workforce & Community Development
Division: President Office
Job Status: Full-time
Classification: Non Exempt
Job Family: Professional
Fund Number:
Job Grade: 5
Budgeted Amount: $25 an hour/ $52,000

DATE OF CREATION OR UPDATE: 11/7/2025

SUMMARY: MS Office 365 Trainer will develop and deliver training programs on Microsoft 365 tools and services, including Teams, SharePoint, OneDrive, and Office applications. Create training materials such as manuals, guides, and video tutorials. Conduct workshops and webinars to educate users on best practices and new features. Deliver comprehensive computer application training across multiple organizational sites. The position focuses on enhancing individual proficiency and ensure consistent, high-quality instruction that aligns with organizational learning goals and supports student and workforce productivity.

ESSENTIAL DUTIES:

- Develop and update materials (presentations, guides, hands-on exercises) tailored to specific needs of entities on the Tohono O'odham Nation (tribal, local community, healthcare, finance, education, and other public entities).
- Customize content to meet departmental needs and skill gaps.
- Develop learning materials, exercises, handouts, and assessments using approved courseware.
- Conduct engaging training sessions, both in-person and online, for beginner to advanced users.
- Plan, organize, and deliver Trainer-led sessions at all 11 Tohono O'odham District locations.
- Provide instruction in core M365 applications (Word, Excel, PowerPoint, Outlook, Access) at basic, intermediate, and advanced levels.
- Teach Collaboration tools (Microsoft Teams, SharePoint, and OneDrive).
- Teach Adult Education Apps (Aztec, CASA's, IXL, and MyGED).
- Actively involve participants in classroom discussions and activities.

- Identify different student learning styles and adjust teaching methods accordingly.
- Integrate features of Canvas (announcements, discussions, quizzes, videos, gradebook) into the learning environment.
- Conduct live online/virtual sessions weekly and record/post them.
- Maintain classroom and equipment readiness.
- Maintain accurate record-keeping for trainee progress, attendance, and completion rates.
- Actively engage in retention activities (documented communication regarding attendance/progress).
- Administer midphase academic advising forms for all students.
- Evaluate learner progress, provide constructive feedback, and support post-training follow-up.
- Track participant feedback for reporting.
- Maintain a working field knowledge through continuing education and professional development of technical expertise.

KNOWLEDGE & SKILLS:

- Customer service principles;
- Communication methods and techniques;
- Instructional methodologies;
- Modern office procedures, methods, and equipment;
- Records management techniques;
- Adult learning theory;
- Research and Student evaluation methods;
- Advising processes and practices
- Instructs participants in various course delivery methods; in-person, Zoom, GoTo, hybrid, Independent study, etc.
- Compiling and tabulating data for evaluating participant's performance;
- Communication, and interpersonal skills as applied to interaction with participants, supervisors, and the public to convey information
- Knowledge of training methods, relating course content to computer skills and job tasks Knowledge of techniques for designing training plans, manuals, and aids.
- Knowledge of principles and practices of preparing reports, maintaining files and records
- Skill in the use of computer software programs to include Windows, Microsoft Word, Microsoft, Excel, and Microsoft PowerPoint.
- Ability to provide supervision and leadership to assigned training groups.
- Ability to compile information and create reports to management regarding training/educational objectives
- Ability to communicate efficiently and effectively both verbally and in writing.
- Ability to travel to district meetings, seminars, and training sites and work extended hours and on weekends as requested.

SUPERVISORY RESPONSIBLITIES:

- None

REQUIRED EDUCATION AND EXEPRIENCE:

- Associates in Computer Information Systems, Information Technology, Business or related field.
- Six months experience in computer software & hardware.
- Minimum of 2 years of instructional experience in Microsoft Office or technology training.
- Demonstrated expertise in Office 365 applications—Excel formulas, functions, data analysis. Access (database design and queries), and integration between programs.
- Strong communication, presentation, and facilitation skills.
- An equivalent combination of training, education, and work experience which demonstrates the ability to perform the duties of this position.

PREFERED QUALIFICATIONS:

- Bachelors in Computer Information Systems, Information Technology, Business or related field.
- Experience in training, and teaching adults in computer literacy courses.
- Experience in training computer Applications Training.
- Adult education experience.
- Microsoft Office Specialist (MOS) certification
- Ability to speak and understand O'odham and/or Spanish;
- Knowledge and understanding of the history and of contemporary issues facing Native people;

LICENSING REQUIREMENTS:

- Valid state Driver's license with an acceptable driving record.
- Must successfully pass a criminal background check.
- Must have or the ability to obtain a fingerprint clearance card.

EXPECTED WORK HOURS:

Typical work hours are 8:00 a.m. to 5:00 p.m., Monday through Friday. May require evening and weekend shifts.

PHYSICAL DEMANDS:

ADA Checklist for Physical Activities & Demands, Visual Acuity and Working Conditions of the Position

Understanding the physical demands of a position is important. The more detailed a picture you can form of what tasks the employee will be asked to complete, their frequency, and in what conditions they will be working in, the better prepared you will be to ensure you have the right people in the right positions—and that they are fully supported, protected and prepared for success. This checklist is designed to help you do this.

1. **The physical activity of this position. (Please check all that apply)**
    - Reaching. Extending hand(s) and arm(s) in any direction.

- Standing. Particularly for sustained periods of time.
- Walking. Moving about on foot to accomplish tasks, particularly for long distances or moving from one work site to another.
- Fingering. Picking, pinching, typing or otherwise working, primarily with fingers rather than with the whole hand as in handling.
- Feeling. Perceiving attributes of objects, such as size, shape, temperature or texture by touching with skin, particularly that of fingertips.
- Talking. Expressing or exchanging ideas by means of the spoken word. Those activities in which they must convey detailed or important spoken instructions to other workers accurately, loudly, or quickly.
- Hearing. Perceiving the nature of sounds at normal speaking levels with or without correction. Ability to receive detailed information through oral communication, and to make the discriminations in sound.

2. The physical demands of this position. (Please check only one)

- Sedentary work. Exerting up to 10 pounds of force occasionally and/or negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects, including the human body. Sedentary work involves sitting most of the time. Jobs are sedentary if walking and standing are required only occasionally and all other sedentary criteria are met.

3. The visual acuity requirements, including color, depth perception and field vision. (Please check only one)

- The worker is required to have close visual acuity to perform an activity such as: preparing and analyzing data and figures; transcribing; viewing a computer terminal; extensive reading; visual inspection involving small defects, small parts, and/or operation of machines (including inspection); using measurement devices; and/or assembly or fabrication parts at distances close to the eyes.

4. The conditions the worker will be subject to in this position. (Please check all that apply)

- The worker is subject to both environmental conditions. Activities occur inside and outside.
- The worker is subject to extreme heat. Temperatures above 100 degrees for periods of more than one hour. Consideration should be given to the effect of other environmental conditions, such as wind and humidity.

Tohono O'odham Kekel Ha-Maṣcamakuḍ
President's Office
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President's Report to the Board of Trustees

November 12, 2025

Dr. Ofelia Zepeda, Chair
Tohono O'odham Community College Board of Trustees

Dear Dr. Zepeda and Members of the Board of Trustees,

It is an honor to submit to our esteemed members of the Board of Trustees my November board report detailing significant events and activities during the month of October, 2025. October is the crossroads for fall semester, when we move into the second half of the semester, and continue many campus and community focused activities, including our fall break. It always seems that as the semester goes on, the speed of its passing seems to move faster.

Highlights from October, 2025:

Item	Actions	Notations
1. AIHEC Fall Board of Directors Meeting	Attended the Fall meeting in Spokane, WA. Addressed logistical and operational issues that have arisen for AIHEC, as well as the early discussions of the government shutdown.	These meetings are an opportunity to not only address matters for AIHEC as our umbrella advocacy group for TCUs, it provides the rare change for TCU presidents to interact.
2. Annual Report District Council Meetings	Throughout the month we continued meeting with Districts, including Sells and Hikiwan.	These sessions are always informative and educational. My thanks to our Board members and staff who have attended one or more of these report meetings.
3. Met with Blue Stone Consulting	Several key college stakeholders met with representatives from Native owned Blue Stone Consulting and WestEd.	TOCC has been part of a TCU and Rural College cohort on improving workforce and career pathways toward living wage jobs. Ongoing work with Blue Stone will hope to integrate our economic impact data with refined program of study improvements that align with student interest and employer needs.

Item	Actions	Notations
4. Community Presentation	Jacelle Ramon-Sauberan, Frances Benavidez, and I presented to the Newcomers Club in Tucson.	The combined presentations were well received and offered an opportunity for non-Native community members to learn about, and offer support for, TOCC.
5. Stargazing Event	Attended the Kitt Peak educational program offered on campus October 15th.	Good interactions with both staff members from Kitt Peak, TOCC students and employees, and Nation community members.
6. HLC Non-Fiscal Impact Report	Due to our rapid increase in both enrollment and degree attainment, HLC required the College to prepare a non-fiscal impact report.	HLC notified TOCC that our report was accepted without reservations nor need to follow up further. HLC was complimentary of our success.
7. Good Health TV	Several employees attended a meeting regarding an opportunity to broadcast this television educational programming.	While a free service with obvious educational health content, the College ultimately decided not to add this service to the College's resources for two reasons: 1) the service is limited to one feed for one location, regardless of number of facilities or locations, and 2) the value of the programming is to listen to the content – without an obvious location like a doctor's office waiting room to broadcast.
8. Individual Cleansings	Many college community members participated in the annual individual cleansings provided by mamakai	This was my second year participating, finding the cleansing a moving and important experience as part of the Tohono O'odham *Himdag*
9. USDA RD 2025 Grant Implementation	A team of college employees met to review the FFE (fixtures, furnishings, equipment) needs for the new Multi-Purpose Building that will be funded by the 2025 USDA RD Grant awarded this fall.	Jane Latane's final USDA grant. Jane led the meeting and helped everyone identify the items, and associated costs, for the FFE needed to make the new building fully functional after it has been constructed.
10. Mini Health Fair	Attended the Mini Health Fair co-sponsored by the College	Welcomed the crowd gathered and visited with the various vendors and organizations represented by booths at the event held at the Sells Plaza.
11. Hosted Chief Dull Knife President	Honored to host Dr. Eva Flying, President of Chief Dull Knife College as she toured our facilities.	Eva and her Land Grant Director toured both Sells area locations and we discussed a variety of initiatives both TCUs have undertaken and respective progress.
12. TOCC "Trunk or Treat"	Unfortunately missed this year's event, but heard it was fun!	Thanks to all who made this event a success!

Item	Actions	Notations
13. FALCON 2025 Conference	Attended, and spoke at, this year's FALCON 2025 Conference.	This year's conference was held close by in the Phoenix area. Dr. Adrian Quijada is the acting president of FALCON and was everywhere during the conference making sure things went smoothly. Especially proud of our student, Rhiannon Franklin, who developed and presented a poster session on TOCC's Garden Club.
14. Met with Jenzabar Customer Support Manager (CSM).	Several campus community stakeholders and key Jenzabar users met with our new CSM.	Discussed needs for better support and assistance to improve functionality and efficiency in TOCC's use of Jenzabar.
15. Government Shutdown	Throughout the month I monitored and communicated with the college community regarding the shutdown and its impact.	More will be shared in the November, 2025 board report presented in December; however, the shutdown appears to be over at the writing of this month's report. We will know more in the coming days and weeks on lingering impacts as the Federal government reopens.

Respectfully Submitted,



Dr. Stephen Schoonmaker
President
Tohono O'odham Community College

October 2025 Board Report Activities
Human Resources

Issues/Items	Discussion/ Situation	Summary/ Resolution
Posting New Positions	Have meet with all but two of the supervisors of all the new positions approved in the spring for postings.	Currently have 19 postings with a total of 26 openings. Three are filling more than one position: Facilities Technician has 3 vacancies Student Success Coach has 2 vacancies Assistant Cook has 2 vacancies
Search Committee Training	Continue to offer training for hiring managers and committee members.	Have trained 30 thus far, with plans to post through Canvas for review at any time.
Job Description Template	Created a new job description template to capture all the required information for creating and updating a position.	53 positions have been moved into the new template and reviewed with the supervisor.
Proposed five new policies	Crafted policies for the Paid Parental Leave, Donated Leave, Volunteers on Campus, Supplemental Payments, and Animals on Campus	In various stages of vetting through either Legal Counsel, the President, or Administrative Leadership Team.
Personnel Issues	One Personnel Issues reported in September.	Employee did not follow up with an interview, investigation dropped.
Whistleblower Compliant	Received completing on November 5th.	Requested interview with the complainant.

Report to TOCC Board of Trustees:

Jay Juan
Chief of Operations
October 2025

Issues/Items	Actions/Assessment
AC Replacement in Dorms –C100 & Staff Housing	• Completed and submitted Contract with Cooper Earth Construction for installation of new AC units. • Did a site walk through with vendor and Apprenticeship program.
Extinguisher & Fire System Inspections	• Scheduled the inspections • Inspected all fire extinguishers at S-cuk Du'ag Maṣcamakuḍ, Wiṣag Koṣ Maṣcamakuḍ, and the Kosin. • Tested all Fire alarms – lights and auditory • Kitchen hoods and sprinklers were tested • Risers were pressure tested
Wiṣag Koṣ Restroom Renovation	• Met on several occasions to discuss work plan • Collected quotes for lighting, sinks & countertops, partitions, and flooring • Scheduled dumpster & portable restrooms to be delivered Project started on November 4th
S-cuk Du'ag Maṣcamakuḍ Street Lights Repairs	• Scheduled the delivery of a boom lift • Apprenticeship – Electricians replaced light bulbs and fuses, made necessary repairs Lights are all working
Calls for Service	23 – Trip/Vehicle Requests 23 - Maintenance Requests
Transportation/Shuttle Service	10/1 - 10/2/2025. 5 student riders - Average of 2.5 for two days. 10/6 - 10/10/2025. 18 student riders - Average of 3.6 for five days. 10/13 - 10/17/2025. 16 student riders - Average of 3.2 for five days. 10/20 - 10/24/2025. 20 student riders - Average of 4 for five days. 10/27 - 10/31/2025. 11 student rider - Average of 2.2 for five days.

To: Tohono O'odham Community College Board of Trustees
Thru: Dr. Stephen Schoonmaker, President
From: Ronald Geronimo, Director
Frances Benavidez, Project Director, NSF TEAC
Subject: October 2025 Board Report

O'odham Ñi'okĭ Ki: (ONK) - Key Issues / Items Addressed in October 2025 p. 1 of 2

Strategic Initiative	Issues/ Items	Actions/Assessments
Language Documentation and Media– Print, Video, and Broadcast	Developing new media, digital and print resources.	**Advancing Efforts to Document, Share, and Promote the O'odham Ñi'okĭ:** O'odham Language App – Progress continues on the development of the language app. Ogoki visited TOCC to capture imagery and plan the next phase of the app's development process. Final development of the ONK Website is underway, with a projected launch date in November. The site will make language learning materials easily accessible, feature radio show segments available online, and highlight games, activities, and community events that promote engagement with the O'odham language.
Capacity Building: Training for Language Sustainability	Building capacity for language speakers to lead language continuity efforts through varying training initiatives.	Google Enterprise Training – O'odham Ñi'okĭ and the O'odham language programs of Salt River and Gila River completed a training on how to utilize Google Enterprise for storing and maintaining language resources. This will allow us to better organize, and share materials as we develop them through our working group on language material development. TOL Teacher Certification Technical Support – Provided a training session for new staff of the TOL Teacher Certification Unit. Immersion-Based Training for Head Start Educators – Continued building capacity toward immersion schools by providing three strategy-based training sessions for teachers, coordinators, and aides of the Head Start Centers.
Networking and Outreach – Organizing with the Community	Promoting Language Use and Visibility	Community Outreach and Engagement Participated in 13 outreach events in partnership with 9 different programs, including: • Family Engagement Nights – Santa Rosa, North Komelik, Pisin Mo'o (3 events) • Immersion Lesson – Tohono O'odham Nursing Care Authority • Tribal Consultation - First Things First • Wreath Flower Making Workshop – Hanam Ke:k • Mini Health Fair – TOCC Workforce and Community Development • 2025 TOCC Open House • Immersion Lesson – TOCC Emergent Literacy Class • Language Presentation – Chief Dull Knife College • Elder Halloween Event – TON Senior Services Collaborative Partnerships - TON Language-Focused Program Planning Meetings – The collective of language programs across the Nation continue to meet to coordinate and support community language initiatives. - San Xavier District Language Programming – Collaborating with San Xavier on community-initiated O'odham language opportunities. - Western Regional Native Language Resource Center – Met with University of Arizona partners to strengthen collaboration and advance shared goals in language material development.

O'odham Ñi'okĭ Ki: (ONK) - Key Issues / Items Addressed in October 2025 p. 2 of 2

Strategic Initiative	Issues/ Items	Actions/ Assessments
Other	Grant Reporting and Collegewide Programming	**Collegewide Support – Contributing to Cultural and Institutional Priorities** The O'odham Language Center worked closely with the Himdag Committee to plan and support cultural events, including: - Employee Cleansing - Veterans Recognition Ceremony - Limoṣan - Chukut Kuk District Visit - Keihina (postponement) and Powwow **Development of TOS Bachelors Program** - Participating in regularly scheduled meetings toward developing a bachelors in Tohono O'odham Studies.

TO: Tohono O'odham Community College Board of Trustees

THRU: Dr. Stephen Schoonmaker, President

FROM: Kristin Eberhardt, Title III Project Director

DATE: November 7, 2025

SUBJECT: Title III Grants Board Report October 2025

Key Issues/Items addressed

Issues/Items	**Actions/Assessment**
Title III Part A	• Document Team on-going organization of Finance documents • Budget for Part A for the grant year • Prepare for the Annual Performance Report for Part A • Budget for Part A.1 for new grant year
Title III Part F	• Budget for Part F for the grant year • Prepare for the Annual Performance Report for Part F
Radio	• Radio shows were edited and sent to KOHN • Compilation of radio shows for the grant year • Start of new five year grant radio shows
Accuplacer/EdReady	• Review of incoming students taking EdReady • Review of EdReady reports with NROC • EdReady webinars • EdReady organization and review
Tutors	• Review Tutor Logs for Annual Performance Report
Grants Team	• Review grant management training • Grant management review by request
Misc	• Pryor Training Rewards employee check in • Final plans and structural design for Multipurpose Building • Choose colors for the Multipurpose Building • Prep ipads for free distribution to students on campus • Jenzabar trainings

Board of Trustees Report
Laura Sujo-Montes, Dean of Academics
Education Division October 2025

Issue	Discussion	Summary/resolution
Schedules	Spring and Summer	Spring semester registration started on October 20th. We have strong registration. Some of our students will submit their application for graduation on November 1st.
Higher Learning Commission	Federal Compliance	Chandra Claw, Diana Antone, and Ben Jose met with Liz, Martha Lee, and me to discuss the evidence needed to write about Federal Compliance in the HLC Assurance Argument. There was good progress in the meeting.
Adult Basic Education (ABE) and Computer Training	Meeting to plan launching a program	President Schoonmaker, Anselmo Ramon, Reyna Noriega and I met to discuss how to follow the NTIA model to offer Microsoft Office computer training, GED preparation, and ABE in the different districts. Positions have been posted to start the program.
Health Professions	Mini Health Fair	I participated in the Mini Health fair in the Basha's Plaza that the Wassaja Center and Workforce and Community Development organized. In the event, I spoke with the Human Resources Director of the Tohono O'odham Nation Health Center and learned about the courses that we could offer to help TONHC employees move up in their jobs.

O'ohana Ki:, *October 2025*

Issues/Items	Actions/Assessment
Resource Support	● A library literacy session was held for an Early Childhood Education 105: Introduction to Early Childhood Education ● A "new" addition of a CD-ROM playing computer has been added to O'ohana Ki: (two other desktops were sent to the O'odham Ñi'okĭ Ki:) in order to play a once defunct O'odham language learning program created years ago. ● The library director met with TOCC's JSTOR representative to discuss access to entire presses. Starting January 1, 2026, TOCC will be able to access the entirety of the University of Arizona's and University of Nebraska's catalog for a highly reduced rate. Last year, TOCC paid roughly $1800 to access fewer than 5% of University of Arizona's press and TOCC will only be charged $1,000 for both aforementioned presses. This will assist with no cost alternatives to textbooks and allow for increased access to a wealth of texts for research.
Usage	● Indigenous Horror Film Series was shown; snacks were provided ● Continued improvement of student study spaces–sound-absorbing partitions were added to the desks and opaque tinting was applied to the lower half of three library windows adjacent to the desks to eliminate the feeling of being in a fish bowl. Desk lamps include adjustable lighting for hue and brightness in addition to including charging ports. Existing desks were set up to allow for students to have more secluded workspaces in order to focus on work and studying. ● Staff participated in the trunk or treat using a circus theme.
Library Staff	● Staff are participating in a Community of Practice for Developmental Education with AIHEC and another for Digital Learning Community of Practice with AIHEC and Every Learner Everywhere. ● Staff met with NBF to discuss furniture options/preferences for the Multi-purpose Building Student Success area. ● Staff attended search committee training conducted by Tracy Worthey in Human Resources. ● Applications were reviewed for the tutor coordinator and library assistant positions. ● Library director assisted with refining the sustainability statement/definition. ● Strategic Planning: ○ A Strategic Plan Task Force occurred; small group but great feedback ○ Library director took the contributions to the Blue Stone session

Tohono O'odham Kekel Ha-Maṣcamakuḍ
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October 2025-

Visitors: 307
(staff/faculty 32)

October items & events:

Administrative

- Weekly ALT Meeting with President and Deans
- 4041 Lease info pending due final legal edits & insurance information
- HR job search for 3 open positions at Phoenix Center
- TDP x Tohono
- Strategic Task Force Meeting

Outreach/Recruitment

- Coronado High School CHANT (Coronado High Alliance of Native Tribes) presentation
- PHX Union NAEP Parent Meeting at Camelback High School
- 21st Annual Fatherhood is Leadership Conference
- Tribal Social Services Gila River Indian Community visit
- Phx Indian Center Fall Festival
- ATUIE meeting

Training/Professional Development

- Indigenous Visionaries Fellowship - October Virtual Connection
- AIHEC & College Fund Communities of Practice
- A New Look for ACT Test Prep
- Building Teacher and Student Confidence with ACT Instructional Mastery Courses
- Navigating Free ACT Tools: Essential Resources for K-12 Counselors and Educators

- October Power Hour - "The Future of School in Arizona"
- ACT WorkKeys: Turning Skills into Credentials
- Star Knowledge and the Academic Journey of Indigenous Men in Higher Education
- Trump and Higher Ed: Understanding the Latest - Part 5 of the Free Webinar Series
- Bridging the Gap: Leveraging Essential Skills to Close Achievement Gaps
- National College and Career Readiness Webinar

Student focused activities/retention

- TOCC Advising at Phoenix Center
- College Connections: School of Biomedical and Health Systems Engineering at ASU
- Seed Sovereignty at Tribal Colleges and Universities
- Native Voices in STEM - Fall 2025
- Arizona College Connect – New Features & Tools for FAFSA Success
- National Transfer Week: Tempe Campus Advisor Panel
- Arizona State University Transfer Dashboard Training and Updates for Partners
- ASU Tucson - Virtual Bachelors in Social Work (BSW) Information Session
- Harvard Indigenous Health & Well-Being Seminar Series: Beading Together Western and Indigenous Science to Improve Science and Wellbeing
- Snack Pack Webinar October 22nd
- IPSS - Indigenous origins and perspectives of sound
- Native Forward: Mid-Year Funding Webinar

Cassandra Scott, MEd
Director, Phoenix Center
Tohono O'odham Community College
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Tohono O'odham Kekel Ha-Maṣcamakuḍ
Land Grant Office for Sustainability
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LAND GRANT OFFICE OF SUSTAINABILITY – October 2025 activities

Collaboration opportunities between LGOS and Santa Margarita Ranch.

The meeting between LGOS and Santa Margarita Ranch (SMR) on October 10, 2025, addressed collaborative workforce and educational initiatives. Students have opportunities to gain practical experience in areas near, but outside, the TON, which may support research-training on non-tribal lands. The Natural Resources Micro-Certification is a 12-week program that typically enrolls around 10 participants per session and plans to incorporate SMR restoration work into its practicum and experiential learning components. The 6-month practicum includes training activities toward a Micro-Certificate in Natural Resources, with space for 12 students per session and support from AZ Conservation Corp (AZCC). Planned program developments include training during school breaks, sessions conducted by local subject matter experts, partnership with Baboquivari High School for youth participation and scholarships, and focused experiential education at SMR in research and monitoring, with potential involvement from USGS and AZCC. TOCC outlined requirements such as funding, transportation, and overhead. Other suggestions included holding ranching discussions at Baboquivari High School and designating SMR as a center for youth workshops involving three nations. Further consideration of joint activities will continue, including an LGOS visit to SMR facilities in November.

Collaboration opportunities with Pascua Yaqui Center for Employment Training.

On October 21 and 27, 2025, representatives from the Pascua Yaqui Tribe's Center for Employment Training and LGOS convened for two constructive meetings to explore collaborative opportunities in agriculture, sustainability, and workforce development. The discussions examined ongoing initiatives within both organizations, with an emphasis on aligning curricula and certification programs to more effectively address community needs. Additional agenda items included strategies for instructor support and mechanisms for integrating efforts under an existing memorandum of understanding (MOU) that provides a cooperative framework. These sessions sought to identify immediate opportunities for joint action, reaffirm mutual interests, and concluded with the decision to establish a dedicated working group tasked with advancing these priorities. The meetings served as thoughtful preparation for an upcoming engagement with the TOCC Dean of Education and the President, scheduled for November 4, 2025.

FALCON Conference

This year, the First American Land Grant Consortium Conference (FALCON) was held in Scottsdale, AZ, where educators, administrators, and students from various Tribal Colleges and Universities (TCUs) gathered to discuss current developments and practices. Tohono O'odham Community College (TOCC) participated, with the college's President delivering the annual presidential address, a role assigned to a different TCU president each year to represent the consortium. The President discussed ongoing academic and community programs at TOCC, describing their influence on local communities, and outlined the college's work in education, cultural preservation, and community engagement.

The director of LGOS presented an overview of the college's micro-certificates initiative. This program is designed to meet the evolving needs of students and local employers by providing relevant and flexible credentials that enhance employability. The presentation highlighted various micro-certificates focused on in-demand skills and outlined plans for expanding training programs. These initiatives aim to promote workforce development and lifelong learning while ensuring alignment with community needs to support economic growth and sustainability in the community.

In addition, TOCC student Rhiannon Franklin presented a poster on the Garden Club at TOCC, highlighting the club's efforts in cultivating traditional crops on campus. Her presentation addressed issues related to Indigenous agricultural practices for youth, demonstrating how students engage in hands-on learning and contribute to sustainability and cultural continuity within the community. Overall, TOCC's participation in the conference showcased its commitment to academics, innovation, and its role in supporting both students and the broader community.

Board of Trustees Report
Anselmo Ramon
Chair of Workforce & Community Development
October 2025 Report

Programs, Actions and Accomplishments

Program Areas	Actions	Summary/Outcomes
Workforce & Community Development EMT Planning	TOCC Education, WCD and TONHC, & TONFD discussed the next steps in providing EMT training in spring 2026. Awaiting certification for TOCC to become an official training site.	EMT program planning is moving towards a spring 2026 date to offer training sessions for a second cohort. The format will involve recruitment, program orientation sessions and full onboarding of individuals who will be EMT trainees.
Bluestone & WestEd meeting	October 2025 meeting to plan out the services of Bluestone & WestEd with TOCC initiatives and workforce & community development.	A November follow up meeting will outline some specific areas in which will begin to work on as it involves workforce & community development areas of programs and services
Tohono Kosin	TOCC food service programs & Tohono Kosin met to discuss the areas of continue food service to Wisag Kos and the CUA program to be offered in combination	Determined the position for Tohono Kosin will combine Culinary Arts & Lead Cook as one position that will serve to offer the culinary arts curriculum, food and beverage micro credential and provide for Tohono Kosin to operate in providing training opportunities for culinary arts students.
NTIA	The NTIA project is in its final close out of the grant. The official close out day is November 29, 2025.	A plan has been determined to continue the work of the computer literacy training in the districts. The two NTIA employees will be retained and work under the title of MS 365 trainers. These positions will offer the next level of computer software applications training and will include ABE/GED support in the districts alongside the MS 365 training sessions. AIHP (American Indians into Health Professions) summary of the total number and activity of participants is attached for review.
Wassaga Center, University of Arizona WCD Mini Health Fair held on October 23, 2025 (Basha's Plaza) was a success!	The WCD team met with University of Arizona for a debrief of the summer sessions held at TOCC for youth and Adults Table participants; UofA Wassaga & Nursing program, TON Health Care, Health & Human Services, O'odham Niok Ki, Archi Hendricks Nursing Home HR, WCD and TOCC agriculture represented. Dr. Schoonmaker provide a warm welcome.	The mini health fair provided many opportunities for the public to ask questions, see job openings (TOCC HR information was provided by WCD program). A raffle was provided during the event and lunch was also provided during the lunch hour for participants and guests/public. Mr. Stanley Stephens provide a morning prayer and smudging and spoke of the importance of O'odham Traditional Healing. Approximately 90 people came through to see what we had available at our very first TOCC min health fair.

Ñia, Oya G-T-Taccul Am Hab E-ju:
Our Dream Fulfilled

TO: Tohono O'odham Community College Board of Trustees
THRU: Stephen Schoonmaker, President
FROM: Sylvia Hendricks, Director of Student Life
DATE: November 11, 2025
SUBJECT: Student Life **November 2025** Board Reports

Sylvia Hendricks- Director of Student Life
Key Issues/Items addressed in 2025 October

Issues/Items	Actions/Assessment
Director of Student Life Monthly Highlights	Just a few Highlights for the month for October 2025: The month of October continues to be in full swing with students attending courses on a daily basis and a number of meeting and events on our TOCC campuses. The month of October is also observance of the St Frances Feast and Halloween celebrations and events. Preparations for the Thanksgiving and Christmas Holiday has also began as they both are just around the corner and the Student Life planning ahead of time is beneficial to our areas. ➢ The following are meetings and events I attended during the month of October: o Weekly ALT Meeting on Monday afternoons o Himdag Committee Meeting- Every other Monday o ALT Meeting- 10/15/2025 (Tuesday) o Search Committee Training- 10/7/2025 o Jenzibar Working Group Mtg- 10/9/2025 o New Security Upgrade Options- 10/9/2025 o Campus Security & Safety Survey Review- 10/9/2025 o Tohono Kosin & Food Service Program Meeting- 10/14/2025 o TOCC Board of Trustees Meeting (virtually)- 10/16/2025 o TOCC All Staff Meeting (virtually)- 10/17/2025 o Individual Cleansing- 10/17/2025 o Meeting w/HR regarding Assistant Cook Position- 10/24/2025 o Multipurpose Building Submittal Review- 10/24/2025 o Discuss Kehina/Powwow Event- 10/29/2025 ➢ Quick highlights on a few meetings and events attended: o Review the completed Campus Security and Safety Survey (CSSS) for S-Cuk Du'ag Maṣcamakuḍ, Wiṣag Koṣ Maṣcamakuḍ, S-Ki:kig Maṣcama Ki: and San Carlos campus sites with president Schoonmaker before locking the report. The Survey was completed on Monday 9/29/2025 and posted on 10/1/2025 with assistance from our technology team. I was able to lock the report up after the review and have completed the process for this required report for 2025 o The month of October for me was filled with updates, reviewing and self-care. Updates and reviewing with staff and other divisions in the area of

	Security, The Food Program new and open positions that have recently been posted. Updating Job Description and Interview Questions along with training session on conducting interviews and updates on the Hiring Process as a hiring manager for my areas. ➢ I also continue to meet and work with the Food Program, Security, Wellness/Athletic Program and the Residence Life staff on projects and events they are working on, making sure they have all the resources they need to complete projects.
Food Program Information	Just a few of highlights in regards to the Food Program: • The Food Program continues in providing Breakfast, Lunch and Dinner (residence only) at S-Cuk Du'ag Maṣcamakuḍ and Breakfast and lunch at Wiṣag Koṣ Maṣcamakuḍ, • The Food Program continues to work with other division in providing catering that requires division to make these request way a head time to begin planning a successful meeting or event. As an example they begin planning the TOCC Fall Harvest Luncheon at the beginning of October to be held the first week in November. And sponsored by the entire Food Program. • Completed the job descriptions for additional staff for the Food Program. As mentioned in my monthly highlights the hiring process have begun for the Food Program Open positions. I have chosen an Interview Committee and am waiting for them to complete the Interview Training. I will be starting with feeling the Food Program Manager, then the Lead Cook and lastly the Assistant Cook position.
Community relations and outside college contacts	All areas of Student Life as well as the Athletic/Wellness Program have been collaborating with other programs on and off the nation as well as the community and other TOCC departments.

Briana Hudgins, Interim Residence Life Coordinators (RLC)
Key Issues/Items addressed in 2025 October

Issues/Items	**Actions/Assessment**
Current Residents	- 2 residents (1 female and male) were found in one of the men's dorm room. One was given a verbal warning and the second resident was placed on residency probation due to prior policy violations. - 1 resident notified RLC of voluntarily moving-out due to a new job offer with the tribal office. - There are currently 29 residents (12 female, 17 male) in the dorms. 1. 8 resident vehicles have been registered with RLC and Security. RLC will begin assigning parking permits.
Preparation of Physical Structures	- Minor repairs entered into the School Dude program and are quickly addressed and resolved. - A/C units in the Men's, Staff Housing, and Women's dorm are continuously blowing warm air. Temporary window units have been installed until facilities can begin repairs. - Jay Juan scheduled an estimate walk-thru Oct 28th. - Projected A/C installation dates 12/8 - 1/ 9, main contact Josh Lopez.
Interim Residence Life Coordinator	- RLC has been meeting with the Director of Student Life weekly to discuss student updates on upcoming events, student resident probation and disciplinary actions. - RLC has been meeting with the Student Success Coordinator to discuss residents' academic warnings/Student of Concern. - RLC attended Search Committee Training to be on the Student Success Coach

	Interview Committee.
	- Past Resident Events & Outings:
	  - October 13: Tucson Indigenous Peoples' Day Celebration
	  - October 15: Community Stargazing Event
	  - October 17: Loft Solar Cinema Screening
	  - October 18: Tucson Meet Yourself
	  - October 21: Pumpkin Carving Contest
	  - October 23: Slaughterhouse
	  - October 24: Fall Gathering
	  - October 30: Resident Movie Night
	- Upcoming October Events:
	  1. November 17th - 21st: Native American Heritage Week
	  2. November 25: U of A vs Baylor Football
	  1. December 1: Resident Movie Night/Hot Cocoa Mixer

Resident Assistants	- RA Concerns:
	  1. Cleaning Tasks - RAs will notify residents of any cleaning violations and give a 24- Hour period for residents to resolve cleaning violations. IF the task is not completed, the resident will be FINED.
	  Quiet Hours - RAs are having some concerns of residents not upholding Quiet Hour Rules, RLC will be attending Residence Hall meetings to clarify and answer questions.

Drew Harris- Athletic/Wellness Manager
Key Issues/Items addressed in 2025 October

Issues/Items	**Actions/Assessment**
Working status	a) As on today overall registrants to the Apedag Ki is 329. b) In the month of October 0 new registrant have signed up to the Apedag Ki: c) Overall user traffic in the month of October was 197. Within the 197 users there were 38 Community members, 31 Employees, and 128 Students who utilized the Apedag Ki: Social Media- Instagram: 760 over Followers as of October 63 new Followers. Facebook: 3,366 Followers and 3,190 Likes.
Coaching and Recruiting	a) In October, the XC program offered 5 seniors at Baboquivari High School a Letter of Interest at their Senior Night for Cross-Country. Official LOI's will go out in November. b) The XC teams will be providing community service at the upcoming Breast Cancer Awareness event on October 11th. a) The XC program ended their season in October. It was successful as all 8 of the runners ended the Regional Championship with a Personal Best (PB) time. See attached Cross Country Season Results.
Scheduling	a) The Apedag Ki: current schedule is 6:30am-6:30pm.
Academics	a) The Athletics Department received a Student of Concern notice on one of its runners. The student-athlete has been addressed. b) Study Table is still being offered for the student-athletes.
Administration	a) The Athletic/Wellness Manager & the Senior Systems Administrator proposed to add an Official Esports team to TOCC and to be allowed to participate in the TCU Esports League. Approval was given. b) The Athletics Department was requested by the NJCAA for a segment 1- eligibility audit of the women's cross-country program. The Athletic/Wellness Manager & the School's Registrar worked together to complete the Audit. The Audit was reported back cleared.

	c) The Athletics/Wellness Manager worked and completed the annual Equity in Athletics Disclosure Act Survey (EADA) report. The survey was locked on October 23rd. Final approval of completion from the Department of Education is needed. a) 2 new Student workers were added to the Athletics/Wellness Department to aid the programs. Jiselle Wolfe and Chenoa Garcia.
Wellness	a) Starting in the Spring semester the Wellness classes will be downsized. Very little to no participation has happened with almost all the wellness classes offered. The Wellness staff has tried many different times and classes that have been met with no interest. The Athletic/Wellness Manager is now working on a different plan of wellness engagement. Community events on the other hand will remain and have had some success.
Budget/Fundraising	a) The Athletics Department completed its Raffle Fundraiser on October 22nd. The department raised $3,750 which will go directly to the Department's fundraiser fund. There was a total of 17 donors. a) The Athletic/Wellness Manager and the Senior Systems Administrator worked on creating a proposal budget for the overall cost of the Esports Team to propose to the school's Board.
Outreach/Community Service	a) In October, the wellness/athletics team hosted a Breast Cancer Awareness event in collaboration with the TON Cancer Prevention Program. 74 people attended the event. b) Also in October, the second annual Fall Community Gathering was held at the TOCC Main Campus. 40 participants registered.

Valentine Lee and Anne Miguel- Lead Security & Co-Lead Security
Key Issues/Items addressed in 2025 October

Issue/Items	**Actions/Assessment**
Student Issue/Disciplines	
Incidents reports	o Empty beer cans were found in the trash. No owners were identified.
Security Staff	o Security assisted A&P Alarm Company and Tohono O'odham Fire Department personnel with the annual inspection at both campuses. This included 1 day of fire extinguishers and the second day was inspecting alarms. o Ongoing Meetings with IT regarding Security cameras. o Attended several Himdag Committee meeting & All Staff Meeting. o Repair of flag pole, plans on replacing Flags. o Apprentices repaired the security lights at entrance of campus. Equipment was left on campus until completion of repair. o Wisag Kos requested additional checks at the campus o Security assisted with setting up the area for an outside solar movie event, Health Fair at the Kosin, participated in Halloween office decoration contest, TOCC open house for high school students, dance at the Amphitheater, o Conducting inspections of dorms. The RAs report violations of RL rules. Most are given notices of violations and others are placed on Residence Probation. o Revised Logs for Security activities, and incidents reports are now in used. All security personnel are getting familiar with the program.

2025 XC Schedule

Aug 30, 2025

George Kyte Classic - Flagstaff, AZ

Runner	Place	Time (Pace)	Distance
Tamila Antone	93rd	24:19	2.5 miles
Natalie Johnson	95th	25:35	2.5 miles
Justin Manuel	131st	28:10	4.5 miles
Mariano Francisco	143rd	30:14	4.5 miles
Geno Hendricks	145th	32:39	4.5 miles
Juan Martin	148th	33:53	4.5 miles
Brandon Dude	149th	34:00	4.5 miles
Rodney Palimo	151st	36:00	4.5 miles

Sep 6, 2025

Embry Riddle Invitational, Prescott, Az.

Runner	Place	Time	Distance (Miles)
Tamila Antone	31st	27:16	5.0 miles
Natalie Johnson	35th	30:23	5.0 miles
Justin Manuel	31st	31:45	8.0 miles
Mariano Francisco	32nd	32:05	8.0 miles

Rodney Palimo	39th	34:26	8.0 miles
Geno Hendricks	40th	36:04	8.0 miles
Juan Martin	43rd	37:15	8.0 miles
Brandon Dude	48th	44:08	8.0 miles

Oct 4, 2025

The Firestorm Classic, Glendale, AZ.

Runner	Place	Time	Distance
Tamila Antone	19th	32:36	3.72 miles
Natalie Johnson	21st	34:32	3.72 miles
Justin Manuel	27th	29:44	4.96 miles
Brandon Dude	33rd	32:48	4.96 miles
Rodney Palimo	34th	34:55	4.96 miles
Juan Martin	37th	36:12	4.96 miles
Mariano Francisco	DNR	injuried	0 miles
Geno Hendricks	DNR	St. Francis	

Oct 18, 2025

Highlander Invitational, University of California, Riverside, CA.

Runner	Place	Time (Pace)	Distance
Tamila Antone	257	30:43.80	3.72 miles
Natalie Johnson	258	33:13.50	3.72 miles
Justin Manuel	267	29:28.60	4.96 miles
Brandon Dude	277	33:35.10	4.96 miles

Rodney Palimo	274	32:41.10	4.96 miles
Juan Martin	280	34:55.00	4.96 miles
Mariano Francisco	278	33:39.30	4.96 miles
Geno Hendricks	279	33:42.10	4.96 miles

Oct 24, 2025

ACCAC Regional Championships - Gilbert Community College

Runner	Place	Time	Distance
Tamila Antone	46	25:47.20	3.1 miles
Natalie Johnson	51	27:27.40	3.1 miles
Justin Manuel	44	30:15.70	4.96 miles
Brandon Dude	47	32:33.10	4.96 miles
Rodney Palimo	53	35:40.70	4.96 miles
Juan Martin	52	34:34.40	4.96 miles
Mariano Francisco	48	32:48.10	4.96 miles
Geno Hendricks	50	34:04.30	4.96 miles