

MCC serves our communities, empowering students to succeed through innovative pathways and quality education.

Date: June 25, 2024

Time: 1:02 pm

Location: zoom

<https://mohave.zoom.us/j/81507041067>

Attendance: Rob Bonar, Nanci Darnall, Lisa Downey, Linda Green, Carolyn Hamblin, Loan Hornick, Tonya Jackson, Lucinda Leugers, Mark Robledo, June Weiss, Wendy Chance (recorder)

1. Announcements:

2. Important Dates

Tue, 2 Jul 2024 Classes End (5-Wk)

Thu, 04 Jul 2024 College Closed / Independence Day

Fri, 05 Jul 2024 Grades Due (5-Wk)

Tue, 16 Jul 2024 Last Day for Withdrawal (8-Wk)

Tue, 23 Jul 2024 Classes End (8-Wk)

Tue, 23 Jul 2024 Graduation Application Due for Summer Term Processing

Fri, 26 Jul 2024 Grades Due (8-Wk)

Wed, 31 Jul 2024 2023-24 Academic Year Ends

3. Strategic Plan Updates

4. Standing Reports (if applicable)

5. Special Parameters from new Charge (Linda Green)

a. Employee Suggestions: (None received)

i. Discussion: Need to develop a timeline/plan for implementing a way for employees to make suggestions.

ii. Action:

iii. Personnel Responsible:

b. OTO (One-Time Only) Funds - OTO funds are earmarked, so this is information only.

i. Discussion: (None received)

ii. Action:

iii. Personnel Responsible:

c. Audit Reviews – Financial year 2023 audit update. (Green)

i. Discussion:

1. The 2023 audit has not been finalized yet. The single audit was submitted to the Attorney General (AG) this morning. It is hoped that it will be approved tomorrow. Approval is needed for the release of federal funds being withheld. The latest document is available in the agenda packet on the MCC website from the most recent Board meeting.
2. FTSE (Fulltime student equivalent) continues to rebound following Covid.
3. Since MCC Foundation raises money solely for MCC (Mohave Community College), they are considered a component unit and their financials are included in MCC's audit.
4. Rob Bonar mentioned that IT (Information Technology) has been contacted by the AG office to begin the 2024 Audit which includes security of student and employee data, accounts, training, policies and procedures, and compliance with state guidelines.
5. Green stated that there is a new audit firm, Snyder & Brown. When she meets with them in about two weeks, she will mention the IT audit to them.

ii. Action: Monitor Single Audit and meet with Snyder & Brown.

iii. Personnel Responsible: Green

d. Budget – Review budget calendar (Nanci Darnall)

- i. Discussion: Nanci Darnall wants to replace “on the last Friday of the month” with the words “on the last day of the month.” She believes this will be less confusing. No one opposed this.

ii. Action: Replace the wording.

iii. Personnel Responsible: Darnall.

6. New Business and Old Business for follow-up

a. SharePoint Set-up - An update from April Wing and Erik Jones is needed.

- i. Discussion: Neither Wing nor Jones was in attendance.

ii. Action:

iii. Personnel Responsible:

b. Communication.

- i. Discussion: Softdocs – Jonathan Neth who was not in attendance.

ii. Action:

iii. Personnel Responsible:

c. Approve New Calendar to go to President's Cabinet

i. Discussion:

ii. Action:

iii. Personnel Responsible:

7. Agenda items for the next meeting:

a. If there are requests to be put on the agenda for the next meeting, please send them to Linda Green or Wendy Chance.

8. Adjournment: 1:18 p.m.