

Navajo County Community College District Governing Board Meeting Minutes

February 19, 2008 – 11:00 a.m.

2251 North Navajo Boulevard, Holbrook, Arizona, 86025

Governing Board Members present: Dr. Kem MacNeille, Chariman A.T. Siquah, and Daniel Peaches.
Absent: Bill Jeffers and Neal Thompson.

Staff present: President Dr. Jeanne Swarhout, Vice President Dr. Eric Henderson, Vice President Blaine Hatch, Vice President Mark Vest, Mr. John Velat, and Secretary to the Board Brandy Shumway.

Others present: Ann Hess, Everett Robinson, Leslie Meyer, Jake Hinton, Karalea Kowren, Maderia Ellison, Peggy Belknap, Eric Ritz, Tad Spader, Heidi Fulcher, Matt Weber, and Michelle Parker.

Agenda Item 1: Call to Order and Pledge of Allegiance

Chairman Siquah called the meeting to order at 11:04a.m. Kem MacNeille led the Pledge of Allegiance.

Agenda Item 2: Adoption of Agenda

Item 6 was removed from the agenda as redundant. A motion was made by Daniel Peaches to adopt the revised agenda; seconded by Kem MacNeille. *The vote was unanimous in the affirmative.*

Agenda Item 3: Invitation of Public Comment

There was no public comment.

Agenda Item 4: Reports

4.A. - Financial Report – Vice President Hatch

Vice President Hatch presented the financial position for the first half of the fiscal year, the period ending December 31, 2007, and stated that revenues and expenditures are on track at this point in the fiscal year. Mr. Hatch added that there will be significant expenditures relative to the remodeling projects at the Silver Creek and Little Colorado Campuses.

Responding to Board questions, Mr. Hatch affirmed that a substantial amount of money is reserved as a contingency plan for unforeseen costs that may arise.

4.B - CASO Report – No report

4.C. - NPC Faculty Association Report – No Report

4.D. - NPC Student Government Association (SGA) Report – Jake Hinton

Mr. Hinton stated that a recent SGA sponsored concert held at Blueridge raised \$450.00. Mr. Hinton is currently in the process of writing a student government and activity manual to better acquaint students and staff with the roles and responsibilities of student organizations. The manual will include items such as organization structure, charter requirements for new clubs, club advisor roles and responsibilities, fundraising, election process, request for activity approval forms, and forms required for travel. Mr. Hinton reported that SGA regularly seeks fundraising opportunities within the NPC communities. SGA has agreed to assist in sponsoring a study abroad trip to Costa Rica, June 26 – July 27, which will be open to NPC students and community members. Students will attend the University of Costa Rica and take appropriate



levels of Spanish; credits will be transferable to NPC. SGA is offering one full tuition waiver and five partial waivers based on GPA, hours taken, and interest in study abroad.

Responding to Board requests, Mr. Hinton offered to provide the Board with an outline for follow-up at the next DGB meeting.

4.E. - NPC Foundation Report – Leslie Meyer

Leslie Meyer reported that the foundation is currently working on strengthening their Board of Directors. They hope to recruit members so that each community will be well represented. The Board meets three or four times a year, and the next meeting is scheduled for March 20, 2008.

Agenda Item 5: Consent Agenda

1. Request for Approval to Consider Consent Agenda -----(Action)

2. Request to Approve Consent Agenda -----(Action)

- A. January 15, 2008 Study Session Minutes -----
- B. January 15, 2008 Regular Board Minutes -----
- C. NATC -----
 - 1. Approval to Contract for Access Control Equipment & Installation Services
 - 2. Approval to Contract for Electrical Utility Installation Services
- D. Dual Enrollment – Cedar USD #25; Round Valley USD #10-----
- E. Proposed Curriculum Changes -----

5.1. – Request to Consider Consent Agenda – Chairman Siquah

Daniel Peaches moved to approve to consider the consent agenda; Kem MacNeille seconded the motion. ***The vote was unanimous in the affirmative.***

5.2. – Request to Approve Consent Agenda – Chairman Siquah

Kem MacNeille moved to approve the consent agenda; Daniel Peaches seconded the motion. ***The vote was unanimous in the affirmative.***

Agenda Item 7: Old Business

There was none.

Agenda Item 8: New Business

8.A. – Fall/Spring Enrollment Report – Vice President Vest

Vice President Vest focused on a tentative look at longitudinal data for Spring semester. Mr. Vest stated that next week when all dual enrollment numbers are in, there should be approximately 250 FTSE registered for dual enrollment. The 2008 total enrollment will be approximately 2,000. Regular FTSE refers to all enrollment that takes place at all campuses and centers, excluding NAVIT and dual enrollment students. As of yesterday, there were 1,499 FTSE registered for Spring 2008, which is approximately a 7.5% increase. There has been a dramatic increase in enrollment at the Little Colorado, Painted Desert, and White Mountain campuses. Strategies are in place to recruit and recover students at the Hopi, Kayenta, St. Johns, and Whiteriver centers. Mr. Vest agreed to provide the Board with a fact sheet of geographical and other enrollment data pertinent to NPC.

Responding to Board questions, Mr. John Velat reported that options to improve the status of the T1 line at the Hopi Center are under way and that a workable product should be available by March.



Agenda Item 9: Standing Business

9.A. - Strategic Planning and Accreditation Steering Committee Report

9.A.1. - Criterion Three - Heidi Fulcher

Ms. Fulcher reported that the Criterion Three subcommittee is composed of eight members representing faculty, student services, and instruction. Ms. Fulcher referred to Agenda Item #9.A.1. which defines and explains the purpose and goals of the Criterion Three subcommittee.

Responding to Board questions, Dr. Swarthout shared the timeline involved with the cycle for accreditation and noted that there will be a site visit to three NPC centers in April.

9.B. - Personnel Update

Vice President Hatch reported on positions which have been filled since the January DGB meeting: John Velat, Director of Information Services; Tad Spader, Controller; Dr. Patrick Canary, Dean of Arts and Sciences; Jill-von Butler, Dual Enrollment Operations Specialist; Nicole Connelly, Center Advisor/Library Technician at the St. Johns Center; Cara Dukepoo, Center Advisor/Library Technician at the Hopi Center; and Magan Maxwell, Assistant to the PDC Campus Manager.

Agenda Item 10: President's Report

Dr. Swarthout reported that she has been appointed to serve on the Governor's P-20 Council which is a policy group designed to respond to the low level of educational attainment in the state. The council works on articulations and looks at ways to improve the degree completion level in the State of Arizona.

Agenda Item 11: Board Report/Summary of Current Events

Chairman Siquah expressed his thanks to Apache County for last month's tour of the area, the review of the County's facilities, the knowledge shared, and the overall warm hospitality.

Mr. Peaches reported on his recent Community College Legislative Summit trip to Washington, D.C. and offered to send a written report to any requests.

Agenda Item 12: Announcement of Next Regular Meeting - March 18, 2008

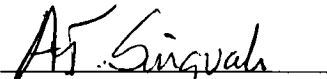
Agenda Item 13: Adjournment

The meeting adjourned at 11:55a.m. upon a motion by Daniel Peaches, a second by Dr. Kem MacNeille, and a unanimous vote.

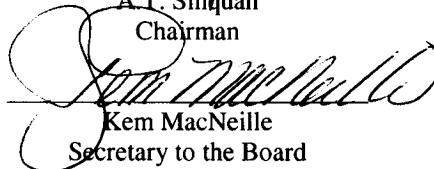
Respectfully submitted,



Brandy Shumway
Recording Secretary to the Board



A.T. Siquah
Chairman



Kem MacNeille
Secretary to the Board

