

**NAVAJO COUNTY COMMUNITY COLLEGE  
DISTRICT GOVERNING BOARD**

Minutes of Regular Meeting

Tuesday, January 18, 2005

Location: District Office – Eagle’s Nest  
103 First Avenue at Hopi Drive  
Holbrook, Arizona

**MEMBERS PRESENT:**

Daniel Peaches, Secretary  
Norris Baldwin  
Bill Jeffers  
Dr. Paul Reynolds  
Neal Thompson

**OTHERS PRESENT:**

*Logan Bentley	Peggy Belknap
Dawn Edgmon	Gina Ciuffetelli
Tammy Gray-Searles	Richard Fleming
*Tamara Heinemann	Blaine Hatch
*Kaleena Orona	Brian McLane
*Peggy Saner	Everett Robinson
*Adrienne Straycalf-Joseph	Dan Simper
*Tamie Tootsie	Jeanne Swarhout
Mark Vest	Terri Tubbs
	*Family members of Who’s Who awardees

Secretary Daniel Peaches called the meeting to order at 11:04 a.m. Mr. Jeffers led the pledge of allegiance. Mr. Peaches welcomed the visitors.

**ADOPTION OF AGENDA**

Bill Jeffers moved to adopt the agenda. Paul Reynolds seconded the motion, and the agenda was accepted by a unanimous vote.

**APPROVAL OF MINUTES**

On motion made by Neal Thompson and seconded by Norris Baldwin, the minutes of the teleconference meeting of December 21, 2004 were unanimously accepted.

**CORRESPONDENCE**

Secretary Daniel Peaches called for correspondence. There was none.

**PUBLIC COMMENTS**

Secretary Daniel Peaches called for input from the general public. There was none.

**SUMMARY OF CURRENT EVENTS**

Dr. Fleming recognized the new District Governing Board members, Dr. Paul Reynolds of District #2 and Mr. Norris Baldwin of District #4. He also noted that Mr. Neal Thompson of District #5 was re-elected to serve another 6 year term. Dr. Fleming expressed his appreciation for the commitment the Board members show to their community and to the college. He also encouraged each member of the Board to feel free to communicate with him at any time.

**RECOGNITION OF NPC STUDENTS SELECTED TO WHO'S WHO AMONG STUDENTS IN AMERICAN JUNIOR COLLEGES**

Dr. Fleming introduced, Greg Roberts the Coordinator for Academic Advising and Recruitment and asked him to present to the Board those students who had been selected to Who's Who Among Students in American Junior Colleges. Greg introduced the six students present and each student introduced those family members with them. Each student was presented with a certificate from Who's Who and a NPC pen. Those students present included: Logan Bentley, Tamara Heinemann, Adrienne Straycalf-Joseph, Kaleena Orona, Peggy Saner and Tamie Tootsie. Selected students not present at the meeting: Irene Begay, James Coons, Kellen Joseph, Alma Kenney, Cynthia Morris and Ginger Wiltbank.

**FACULTY REPORT**

There was none.

**CASO REPORT**

CASO President, Dawn Edgmon, noted that the first of three workshops in their Professionalism in the Workplace series had been completed. The second workshop is Ethics and Confidentiality and will be held February 11. Dawn also noted that CASO held a fundraising quilt raffle with the drawing held at the College holiday party. The

raffle raised \$235 for their scholarship fund. An auction held at the CASO Fall Retreat raised another \$175 for the fund.

**PRESIDENT’S REPORT**

Last month the Board approved a new policy to govern “Intellectual Property”. There were some questions about the definition of intellectual property. Dr. Fleming reported that he discussed the definition with the College attorney and was directed to add “inventive works” to the list. The procedure is still under revision.

The personnel study by Public Sector that the Board approved last month will officially begin on Monday, January 24 with a meeting of the President’s Cabinet at 1:00 pm in the District Office. The Board is invited to attend if interested. Public Sector will present the timeline and scope of the work. The findings of the study will be presented to the Board. Part of the Public Sector contract will be to continue classification of new positions for the twelve months after the completion of the study.

Dr. Fleming gave the Board a copy of HB2385 which is under consideration at the legislature this session. The bill would allow Arizona community colleges to begin to offer baccalaureate degrees by FALL of 2007. If the bill passes, the Board and staff will have to make some serious decisions concerning costs, focus, etc. Those community colleges interested in offering the baccalaureate degree must make application to do so by October of 2005. The dual enrollment concerns that members of the legislature have expressed have been addressed by ACCA. All students enrolling in NPC’s program must take the placement exam. Dr. Fleming also gave the Board a copy of the governor’s proposed budget as attached. Under her budget, NPC receives no additional operating dollars, our capital outlay dollars will decrease by \$9,400 and our equalization dollars will increase by \$600,900.

A study done by the Western Interstate Commission for Higher Education confirms that NPC has the lowest tuition not only in the state, but also the region.

The last approved (May 2003) capital project development plan was given to the Board with an update of completed projects, etc. The Board and staff will review for next month.

**BOARD REPORTS**

There were none.

**NEW BUSINESS**

A) Request to Hold Election of Board Officers

Mr. Peaches opened the nomination process for Chairman/President of the Board and Mr. Peaches was nominated for the position included with a motion to close nominations. He was unanimously elected. Mr. Peaches then opened nominations for Secretary of the Board. Mr. Baldwin asked what the secretary did and it was noted that his signature is required on some documents and he fills in for the Chairman in his absence. Mr. Thompson was nominated to be the Secretary and unanimously approved. The term of office is for one year.

B) Request to Designate Arizona Association of District Governing Board Representatives from NPC

All members in good standing of the Arizona Association of Community Colleges are requested to designate one representative and one alternate to the Arizona Association of District Governing Boards (AADGB). The motion was made by Bill Jeffers and seconded by Paul Reynolds to appoint Neal Thompson as the representative and Norris Baldwin as the alternate. After some discussion and background history of the AADGB, Mr. Thompson and Mr. Baldwin were unanimously approved as the representatives from NPC.

C) Request to Adopt Revised Policy #1105

Mr. Reynolds made the motion to adopt the revised policy #1105 as amended (insertion of “leased or” in the campus section criteria #4). Upon a second by Mr. Jeffers, the vote was unanimous. The revision deletes a reference to the State Board of Directors for Community Colleges which no longer exists.

D) Request to Adopt Revised Policy #1925

Neal Thompson made the motion to adopt the revised policy #1925 with “Chapter 12” inserted in between “Title 15” and “Article 5”. Mr. Baldwin seconded the motion and the vote was unanimous. The revision deleted a reference to the State Board of Directors for Community Colleges and brought the policy into compliance with current Arizona Statute.

E) Request to Approve Deletion of Policy #1582

Policy #1582, Early Retirement Incentive – 2002, was a one-time incentive and is no longer offered. Mr. Baldwin made a motion to delete the policy and Neal Thompson seconded the motion after noting that in the future, such a one-time policy should include a sunset clause that would automatically remove it from the books after a certain date. The vote was unanimous.

F) Request to Approve Agreement to Deliver College Level Classes at Hopi Junior/Senior High School

The agreement between Hopi and NPC continues arrangements to deliver college classes to area high schools. Bill Jeffers made the motion to approve the agreement and Mr. Thompson seconded the motion. The motion passed with Dr. Paul Reynolds abstaining.

G) Request to Approve Deletion of MUS 155 Course Fee

When the course fee schedule for 2004-2005 was approved in 2004, the MUS 155 course fee should have been deleted but it was not. The vote was unanimous to delete the fee after a motion by Bill Jeffers and a second by Dr. Reynolds.

H) Request to Dispose of Surplus Vehicles and Equipment by Public Auction

After some discussion about the best method of disposition of the listed vehicles and the trencher, it was decided to delete all listed items from the inventory. The trencher will be sent to State Surplus for disposal and the three vehicles will be transferred to Northeast Arizona Training Center for their use. The vote was unanimous after a motion by Norris Baldwin and a second by Paul Reynolds. Mr. Thompson did request that the value of the three vehicles be noted as part of our obligation to NATC.

I) Request to Approve Vendor Vouchers for Payment

Approval of the vouchers for payment was unanimous. Bill Jeffers made the motion to approve and Neal Thompson made the second.

Dr. Fleming asked the Board members if they were interested in wearing regalia at the next NPC graduation ceremony. He noted that as Governing Board members they were entitled to wear the regalia and that he felt like it added to the importance and solemnity of the occasion. The Board members agreed to wear the regalia.

**ANNOUNCEMENT OF NEXT MEETING**

The next meeting of the Board was tentatively scheduled for February 15, 2005.

**ADJOURNMENT**

The meeting adjourned at 12:20 pm upon motion by Bill Jeffers, seconded by Paul Reynolds and unanimously carried.

APPROVED February 15, 2005