

**NAVAJO COUNTY COMMUNITY COLLEGE  
DISTRICT GOVERNING BOARD**

Minutes of Regular Meeting

Tuesday, March 22, 2005

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

MEMBERS PRESENT: Daniel Peaches, Chairman  
Norris Baldwin  
Bill Jeffers  
Dr. Paul Reynolds

MEMBERS ABSENT: Neal Thompson, Secretary

OTHERS PRESENT: Dr. Rich Balsley  
Peggy Belknap Dawn Edgmon  
Dr. Richard Fleming Jo Lynn Fox  
Blaine Hatch Pat McCann  
Brian McLane Everett Robinson  
Dan Simper Dr. Jeanne Swarthout  
Terri Tubbs Mark Vest

Chairman Daniel Peaches called the meeting to order at 11:15 a.m. Mr. Reynolds led the pledge of allegiance. Mr. Peaches welcomed the visitors.

**ADOPTION OF AGENDA**

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

**APPROVAL OF MINUTES**

On motion made by Norris Baldwin and seconded by Bill Jeffers, the minutes of the regular meeting of February 15, 2005 were unanimously accepted.

**CORRESPONDENCE**

Chairman Daniel Peaches called for correspondence. There was none.

**PUBLIC COMMENTS**

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

**FACULTY REPORT**

Spring Break for Faculty – no report.

**CASO REPORT**

Dawn Edgmon represented CASO and reported that the third of the three workshops in their Professionalism in the Workplace series will be Time Management and Customer Service. The Spring Retreat will be held May 20 and elections will be held at that time for officers of the group. The 10<sup>th</sup> Annual Foundation Auction will be held on April 30 at the Hangar in Holbrook beginning at 5:00 pm. Commencement plans are underway and will be held on May 14. Tickets are required for all guests.

**PRESIDENT’S REPORT**

Early in March, Dr. Fleming attended the League of Innovations Conference in New York. There were over 2700 attendees. Dr. Fleming attended several workshops including one on Foundation training and another on new president fundamentals. A speaker from the Department of Labor addressed Workforce Development and Dr. Fleming will be looking for grant opportunities in the fields of power and emergency training. Fortunately, Carl Perkins money was not eliminated from Federal planning and will still be available for college programs.

**BOARD REPORTS**

No report.

**NEW BUSINESS**

- A) Request to Approve a Resolution to Appoint an Authorized Representative to the Arizona School Risk Retention Trust

The negotiated agreement between the Arizona School Risk Retention Trust, Inc. and the College requires that the District appoint an employee of the District as the authorized representative to the Trust. Paul Reynolds made the motion to appoint Blaine Hatch as the District's authorized representative to the Trust and Mr. Jeffers seconded the motion. The vote was unanimous.

B) Request to Approve the 2005-2006 College Calendar

After an all-college discussion and review of the proposed calendar, it was determined by the staff to change the official college semester to 16 weeks. The current calendar uses a 17 week semester. All requirements for student seat hours can be met through the 16 week calendar. The modified semester will give the financial aid and registrar's offices more time to process grades and other required information. It will also allow time to hold all-college and division meetings before class begins. The motion to approve the calendar was made by Bill Jeffers and seconded by Paul Reynolds. The Board unanimously approved the 2005-2006 college calendar.

C) Request to Approve Curriculum Modifications and Additions

A Certificate of Proficiency in Graphics Design, a Certificate of Applied Science in Power Plant Fundamentals and an Associate of Arts Degree in Elementary Education were unanimously approved upon the motion made by Paul Reynolds and seconded by Norris Baldwin. The Elementary Education degree was developed through a state wide collaborative effort to respond to the No Child Left Behind requirements. The degree will articulate directly into a four year degree at the Arizona universities.

D) Request to Approve Purchase of \$42,069 in Cisco Network Equipment

A Cisco network switch and components will be purchased and installed on the new Holbrook campus. It will replace the current Fore/Marconi equipment located on the old Holbrook campus. These items will be purchased under Arizona State contract pricing. Norris Baldwin made the motion to approve the purchase and Bill Jeffers the second. It was unanimously approved.

E) Request to Approve an Intergovernmental Agreement with Coconino County Community College District

This request was tabled at the request of staff.

F) Request to Consider Bids for Off Campus Student Housing

A Request for Proposals for off campus student housing was sent out to Holbrook and Snowflake motels on February 15, 2005. Twenty-eight packets were sent out and only two bids were received by the due date of March 10. The Board unanimously approved

acceptance of the bid from the Western Holiday Motel at 720 Navajo Boulevard in Holbrook upon a motion by Norris Baldwin and a second by Bill Jeffers. The rooms will be available for the 2005-2006 school year at a \$2,000 per room per semester to the college. The rooms are for single occupancy only. A formal contract will be prepared and presented at the April Board meeting.

D) Request to Approve Vendor Vouchers for Payment

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

**ANNOUNCEMENT OF NEXT MEETING**

The next meeting of the Board was tentatively scheduled for April 19, 2005.

**ADJOURNMENT**

The meeting adjourned at 11:35 am upon a motion by Bill Jeffers and a second by Paul Reynolds.

Respectfully submitted,

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Terri Tubbs  
Recording Secretary to the Board

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Daniel Peaches  
Chairman

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Neal Thompson  
Secretary to the Board