

Notice of Public Meeting

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the Navajo County Community College District Governing Board (Board) and to the general public that the Board will hold a regular District Governing Board Meeting open to the public on **February 17, 2015 beginning at 10:00 a.m.** The meeting will be held at the Northland Pioneer College Painted Desert Campus, Tiponi Community Center meeting room, located at 2251 E. Navajo Blvd., Holbrook, Arizona.

One or more Board members and/or staff members may participate in the meeting by telephone if necessary.

The public is invited to check on addenda that may be posted up to 24 hours prior to the meetings. Copies of the meeting agenda may be obtained through the Office of the President, Northland Pioneer College, Painted Desert Campus, 2251 E. Navajo Blvd., Holbrook, AZ, telephone (928) 524-7418 or (800) 266-7845 Ext. 7418, at least 24 hours in advance of the meeting. If any disabled person needs any type of accommodation, please notify Lisa Jayne at the above address or telephone number at least 24 hours prior to the scheduled time.

The Board may vote to hold an executive session for the purpose of obtaining legal advice from the District's attorney on any matter listed on the agenda pursuant to A.R.S. §38-431.03 (A)(3). Should the District's attorney not be present in person, notice is further given that the attorney may appear by speakerphone.

I, Lisa Jayne, certify that this notice of public meeting, prepared pursuant to A.R.S. § 38-431.02, was posted on or before the 16th day of February 2015, at 10:00 a.m.

Lisa Jayne
Recording Secretary to the Board

NOTICE DISTRIBUTION

1. WHITE MOUNTAIN INDEPENDENT NEWSPAPER
2. TRIBUNE-NEWS & SNOWFLAKE HERALD NEWSPAPERS
3. NAVAJO TIMES
4. NAVAJO-HOPI OBSERVER
5. KINO RADIO
6. KNNB RADIO
7. KONOPNICKI COMMUNICATIONS [KQAZ/KTHQ/KNKI RADIO]
8. KWKM RADIO
9. WHITE MOUNTAIN RADIO
10. NPC WEB SITE
11. NPC ADMINISTRATORS AND STAFF
12. NPC FACULTY ASSOCIATION PRESIDENT
13. NPC CLASSIFIED AND ADMINISTRATIVE SUPPORT ORGANIZATION PRESIDENT
14. NPC STUDENT GOVERNMENT ASSOCIATION PRESIDENT

OUR MISSION

Northland Pioneer College
creates, supports
and promotes
lifelong learning.



Northland Pioneer College

Post Office Box 610 • Holbrook, AZ 86025 • (928) 524-7311 • Fax (928) 524-7312 • www.npc.edu

PUBLIC NOTICE OF NONDISCRIMINATION: Northland Pioneer College does not discriminate on the basis of race, color, national origin, veteran status, religion, marital status, gender, age or disability in admission or access to, or treatment or employment in its educational programs or activities. District grievance procedures will be followed for compliance with Title IX and Section 504 requirements. The Affirmative Action Compliance Officer is the Director of Human Resources, 2251 E. Navajo Blvd., Holbrook, Arizona 86025, (800) 266-7845. The Section 504 Compliance Officer is the Coordinator of Disability Resource and Access, 1001 W. Deuce of Clubs, Show Low, Arizona 85901, (800) 266-7845. The lack of English language skills will not be a barrier to admission and participation in vocational education programs. Revised 9-12-14

Governing Board Meeting Agenda

Painted Desert Campus, Tiponi Community Center
2251 East Navajo Boulevard, Holbrook, Arizona

Date: February 17, 2015

Time: 10:00 a.m. (MST)

Item	Description	Resource
1.	Call to Order and Pledge of Allegiance	Chair Handorf
2.	Adoption of the Agenda(Action)	Chair Handorf
3.	Call for Public Comment <small>Individuals may address the Board on any relevant issue for up to 5 minutes. At the close of the call to the public, Board members may not respond to any comments but may respond to criticism, ask staff to review a matter or ask that a matter be placed on a future agenda.</small>	Chair Handorf
4.	Reports:	
	A. Financial Position	Vice President Hatch
	B. Human Resources	Director Hokanson
	C. CASO	Margaret White
	D. NPC Faculty Association	FA Representative
	E. NPC Student Government Association	Joshua Rogers
	F. NPC Friends and Family	Betsyann Wilson
	G. SBDC	Tracy Mancuso
5.	Consent Agenda(Action)	Chair Handorf
	A. January 20, 2015 Regular Board Minutes; January 20, 2015 Study Session Minutes; January 20, 2015 Executive Session Minutes	
	B. Request to Approve Modification of the Associate of Business (ABus)	
	C. Request to Approve Modification of the following Early Childhood Studies Degrees: Early Childhood Management AAS, CAS; Family Care AAS, CAS, CP; Infant/Toddler AAS, CAS, CP; Preschool AAS, CAS, CP; School Age AAS, CAS, CP	
	D. Request to Approve Modification of the Fire Science AAS, CAS, CP	
	E. Request to Approve Modification of the Human Services AAS, CAS, CP	
	F. Request to Approve Modification of the Mechatronics AAS	
	G. Request to Approve Modification of the Industrial Maintenance And Operations AAS, CAS, CP	
6.	Old Business: None.	
7.	New Business:	
	A. Request to Approve Administrator Emeritus Award Eric Bishop(Action)	President Swarhout
	B. Request to Approve Purchase of SmartBoards, Projectors, and Document Cameras(Action)	President Swarhout
	C. Request to Approve Silver Creek Reinvention Plan(Action)	President Swarhout
	D. Request to Accept Expenditure Limitation Report(Action)	Vice President Hatch
	E. Request to Approve Adjustment to Fiscal Year 2013-2014 Adopted Budget(Action)	Vice President Hatch
	F. Introductory Budget Analysis	Vice President Hatch
	G. First Read: Salary & Wages 2015-2016	Vice President Hatch
	H. First Read: Tuition & Fees 2015-2016	Vice President Hatch
	I. First Read: Policy 1087; Definition of Decentralization	President Swarhout
8.	Standing Business:	
	A. Strategic Planning and Accreditation Steering Committee Report ..	Vice President Vest
	B. President's Report	President Swarhout
	C. DGB Agenda Items and Informational Needs for Next Meeting	Chair Handorf
9.	Board Report/Summary of Current Events	Board Members
10.	Announcement of Next Regular Meeting March 17, 2015	Chair Handorf
	DGB Strategic Planning Retreat March 12, 2015	
11.	Adjournment(Action)	Chair Handorf

The District Governing Board may consider any item on this agenda in any order and at any time during the meeting. The District Governing Board may take action to approve, or may take other action, regarding all items of New Business, Old Business, Standing Business, or the President's Report. The Board may vote to hold an executive session for the purpose of obtaining legal advice from the District's attorney on any matter listed on the agenda pursuant to A.R.S. §38-431.03 (A)(3). Should the District's attorney not be present in person, notice is further given that the attorney may appear by speakerphone.



Northland Pioneer College

Post Office Box 610 • Holbrook, AZ 86025 • (928) 524-7311 • Fax (928) 524-7312 • www.npc.edu

NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT

Statement of Financial Position

For the period

July 1, 2014 to December 31, 2014

Budget Period Expired 50%

Tax Supported Funds				
General Unrestricted				
Current Month				
Budget	Actual	Y-T-D Actual	%	
REVENUES				
Primary Tax Levy	14,035,753	753,675	8,378,818	60%
State Aid:				
Maintenance and Operations	1,618,200		809,100	50%
Equalization	5,283,300		2,641,650	50%
Tuition and Fees	4,500,000	867,765	2,829,922	63%
Investment earnings	140,000	17,523	70,288	50%
Grants and Contracts	1,800,000	777,063	927,109	52%
Other Miscellaneous	200,000	16,787	84,072	42%
Transfers:	(2,750,000)	(184,669)	(1,528,892)	56%
TOTAL REVENUES	\$24,827,253	\$2,248,144	\$14,212,067	57%
			(1,857,490)	
EXPENDITURES				
Salaries and Wages	17,335,284	1,323,030	7,433,718	43%
Operating Expenditures	8,243,969	510,889	3,017,478	37%
Capital Expenditures	248,000	23,571	128,762	52%
TOTAL EXPENDITURES	\$24,375,381	\$1,857,490	\$10,579,958	43%
Unrestricted Plant				
Current Month				
Budget	Actual	Y-T-D Actual	%	
REVENUES				
State Aid:				
Capital	375,400		187,700	50%
Other Miscellaneous				
Transfers:	2,000,000	166,667	1,000,000	50%
TOTAL REVENUES	\$2,375,400	\$166,667	\$1,187,700	50%
EXPENDITURES				
Salaries and Wages				
Operating Expenditures				
Capital Expenditures	7,775,400	359,557	1,824,775	23%
TOTAL EXPENDITURES	\$7,775,400	\$359,557	\$1,824,775	23%

NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT

Statement of Financial Position

For the period July 1, 2014 to December 31, 2014

Budget Period Expired 50%

Restricted and Auxiliary Funds

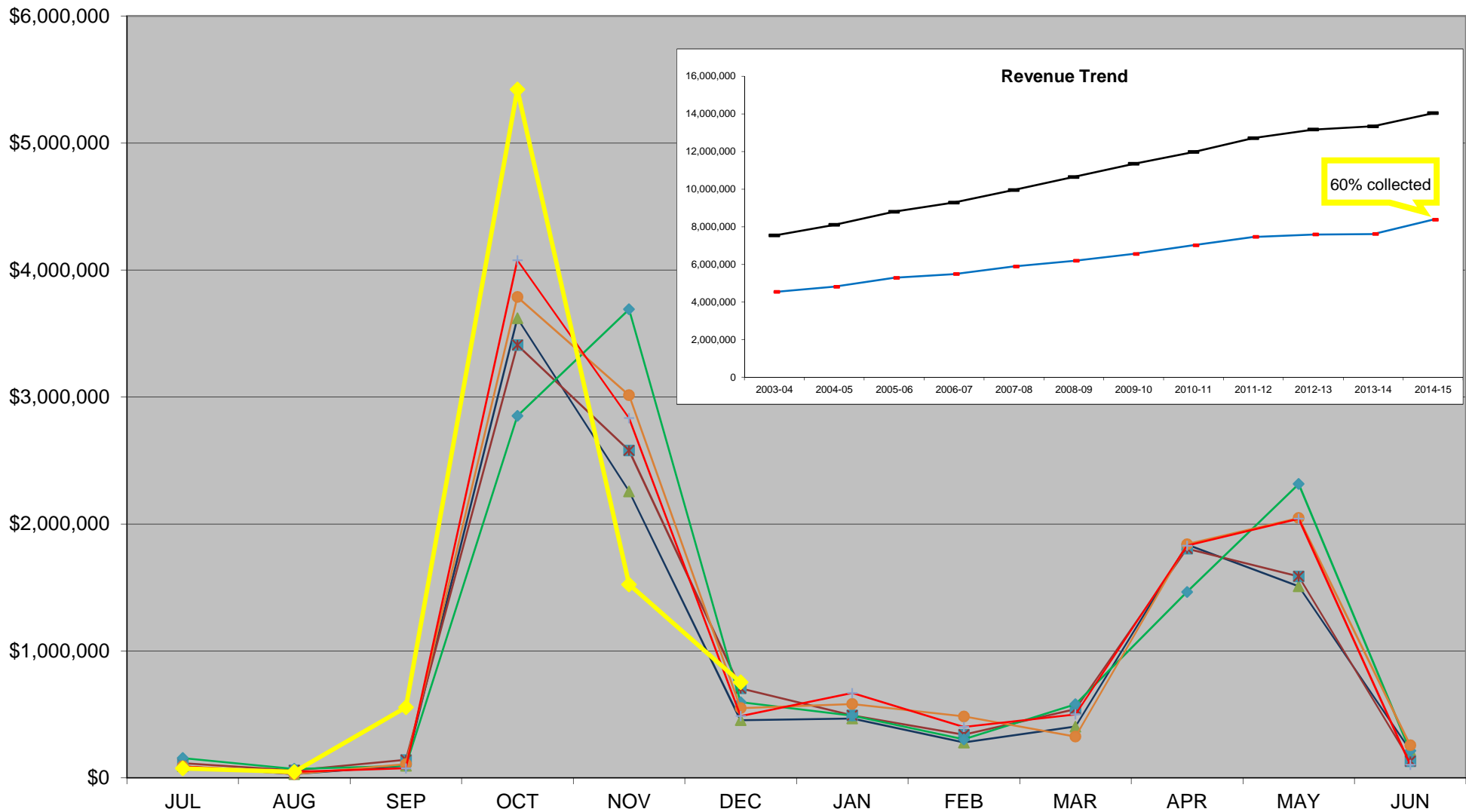
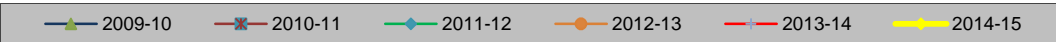
	Restricted			
	Budget	Current Month Actual	Y-T-D Actual	%
REVENUES				
Grants and Contracts	6,400,000	350,368	2,315,700	36%
Donations				
Transfers:	600,000		459,811	77%
TOTAL REVENUES	\$7,000,000	\$350,368	\$2,775,511	40%
EXPENDITURES				
Salaries and Wages	1,234,614	126,612	711,290	58%
Operating Expenditures	5,665,386	1,065,773	2,707,273	48%
Capital Expenditures	100,000	3,225	98,495	98%
TOTAL EXPENDITURES	\$7,000,000	\$1,195,610	\$3,517,058	50%

	Auxiliary			
	Budget	Current Month Actual	Y-T-D Actual	%
REVENUES				
Sales and Services				
Bookstore	100,000	10,954	58,684	59%
Other	400,000	(2,771)	88,826	22%
Donations				
Transfers:	150,000	18,002	69,081	46%
TOTAL REVENUES	\$650,000	\$26,185	\$216,591	33%
EXPENDITURES				
Salaries and Wages	424,551	22,467	157,840	37%
Operating Expenditures	225,449	3,718	55,980	25%
Capital Expenditures				
TOTAL EXPENDITURES	\$650,000	\$26,185	\$213,820	33%

Cash Flows

Cash flows from all activities (YTD)	\$18,391,869
Cash used for all activities (YTD)	\$16,135,611
Net Cash for all activities (YTD)	\$2,256,258

Monthly Primary Property Tax Receipts



Human Resources UPDATE
DGB-February 17, 2015

FILLED

1. **Cashier-Bursar – Karalee Belin started February 9. Karalee comes to us from National Bank of Arizona where she was a Senior Personal Banker for 8 years.**
2. **Records and Registration Clerk – Paul Hempsey started February 3, 2015. Paul has been the part-time Administrative Assistant to the Dean of Students for the past 2 years.**
3. **Faculty in Construction at BRHS – Thomas Ballantyne started on February 2. Thomas received his Bachelor of Science in Architecture from the University of Houston.**

EXTERNAL OPENINGS

4. **Wireless Network Engineer – Closed September 21, 2014. 16 applicants.**
5. **Coordinator of Administrative Systems Support – Closed November 14, 2014. 11 applicants.**
6. **Audio/Video Support Technician – Closed November 21, 2014. 14 applicants.**
7. **Lead Technician for Technical Services – Closed November 21, 2014. 10 applicants**
8. **Technical Design/Production Manager – Open until filled. 8 applicants.**
9. **Faculty in English. – Closed January 15, 2015. 41 applicants.**

INTERNAL POSTINGS

10. **Assistant to the Campus Manager PDC – Closed January 16, 2015. 2 applicants**
11. **Community and Corporate Learning Specialist – Closed January 31, 2015. 3 applicants.**
12. **Academic Advisor – PDC – Closed January 28, 2015. 8 applicants.**
13. **Secretary to the Dean of Career and Technical Education. Closed January 31, 2015. 4 applicants.**

Navajo County Community College District Governing Board Study Session Minutes

January 20, 2015 – 9:30 a.m.
Painted Desert Campus, Tiponi Community Center
2251 East Navajo Boulevard, Holbrook, Arizona

Governing Board Members Present: Ms. Ginny Handorf, Mr. Prescott Winslow, Mr. Frank Lucero, and Mr. James Matteson

Staff Present: President Jeanne Swarhout; Vice President Blaine Hatch; Vice President Mark Vest; Institutional Effectiveness Director Dr. Leslie Wasson; Recording Secretary to the Board Lisa Jayne.

Introduction of Audit Staff – Jay Zsorey, Director of the Financial Audit Division of the Office of the Auditor General, introduced himself and his staff to the Board and provided a brief history to the Board of the Auditor General’s relationship with NPC. He stated that the College has completed its first Comprehensive Financial Audit Report (CAFR) and is one of the first entities to complete this year. Mr. Zsorey gave a brief description of Auditor General duties and responsibilities.

David Glennon addressed the Board and stated the Auditor General performs two separate but related audits each year; the financial statement audit that focuses on the district’s comprehensive financial report or the CAFR, and also, a federal compliance audit that focuses on the district’s compliance with its federal grant program’s laws and regulations.

The District received a clean opinion on its financial statements and disclosures, which means the information in the report can be relied upon. The federal compliance audit, required under the US Office of Management and Budget, is different than the financial statement audit as it focuses on compliance with laws and regulations applicable to the District’s federal grant programs. This year the Student Financial Aid and Higher Education Institutional Aid federal programs were audited. The District complied with the laws and regulations for both federal programs tested an improvement over the last few years tested. However, there was a financial statement finding that is included in the single audit report that relates to capital asset reporting and stewardship.

Mr. Winslow asked if review of compliance with federal regulations is limited to financial recordkeeping. Dave Glennon stated it can be in relation to other compliance issues, such as eligibility records.

Mr. Winslow stated the reason he asks the question is because at a previous meeting it came to the Board’s attention that one federal agency was requiring something while another federal agency was prohibiting it.



Chair Handorf stated she said she was glad to see that the finding was also accompanied by an explanation of how it was quickly resolved.

Jay Judson reviewed the governance letter with the Board that was sent out after completion of the audit. He also stated that the Expenditure Limitation report is not completed yet, and is in the last stages of the review process and should be issued by Friday this week. There are concerns about the direction of the expenditure limitation and this is the first year the District had to use carry forward due to exceeding the limitation this year.

Blaine Hatch recognized Maderia Ellison for all her work on the audits and stated that much of the credit for the positive changes in the College's financial audits goes to her.

Respectfully submitted,

Lisa Jayne
Recording Secretary to the Board



Navajo Community College District Governing Study Session – 1/20/15 – Page 2 of 2

Northland Pioneer College

Post Office Box 610 • Hollbrook, AZ 86025 • (928) 524-7311 • Fax (928) 524-7312 • www.npc.edu

Navajo County Community College District Governing Board Meeting Minutes

January 20, 2015 – 10:00 a.m.
Painted Desert Campus, Tiponi Community Center
2251 East Navajo Boulevard, Holbrook, Arizona

Governing Board Member Present: Ms. Ginny Handorf, Mr. James Matteson, Mr. Prescott Winslow, Mr. Frank Lucero, Mr. Peaches arrived at approximately 10:20 a.m.

Staff Present: President Jeanne Swarhout; Vice President Blaine Hatch; Vice President Mark Vest; Institutional Effectiveness Director Dr. Leslie Wasson; Recording Secretary to the Board Lisa Jayne.

Others Present: Jeremy Raisor, Daphne Brimhall, Ryan Rademacher, Lowry Flake, Charles Foote, Beulah Bob-Pennypacker, Loyelin Aceves, JoAnn Barnes-Slocum, Cindy Hildebrand, Kelley Harvey-Brannon, Tamara Martin, Shawntel Skousen, Mary Springer, MiAnna Tyler, Terrie Shevat, Bonnie Pastorino, Jay Judson, Jay Szorey, David Glennon, Larry Hildebrand, Peggy Belknap, Lauren Sedillo, John Bremer, Terry McConville, Gandela McConville, Rahime Eaton, Tracy Mancuso, Sharon Hokanson, Everett Robinson, Ann Hess, Maderia Ellison, John Spadaccini, Stan Pirog, Stuart Bishop, Beth Johnson, Linda Kor, Rico Baca.

At 10:00 a.m., Chair Handorf swore in Mr. James Matteson and Mr. Prescott Winslow to office.

Agenda Item 1: Call to Order and Pledge of Allegiance

Chair Handorf called the meeting to order at 10:10 a.m. Mr. Lucero led the Pledge of Allegiance.

Agenda Item 2: Adoption of Agenda

Mr. Matteson moved to adopt the agenda as presented. Mr. Winslow seconded the motion. The vote was unanimous in the affirmative.

Agenda Item 3: Election of Board Officers

Mr. Matteson nominated Chair Handorf to remain as chair. Mr. Winslow seconded. The vote was unanimous in the affirmative.

Mr. Matteson nominated Daniel Peaches as Secretary. Mr. Winslow seconded. The vote was unanimous in the affirmative.

Agenda Item 4: Call for Public Comment

Lowry Flake addressed the Board and stated he was glad to be here for swearing in and pledge of allegiance. Mr. Flake stated he is a supporter of education and knowledge and wants to emphasize that the tax payers of Navajo county are the owners of NPC, and encouraged the Board to make decisions that are in the best interest of NPC.



Agenda Item 5: Reports

5.A. Financial Position – Vice President Hatch

Vice President Hatch summarized the Financial Position report to the Board.

Mr. Winslow asked if the amount of the transfers is determined by the exact dollar amount needed to balance expenditures for that reporting period. Vice President Hatch stated yes, transfers occur to make sure there are sufficient funds to cover the expenditures for the reporting period. The capital fund however has regular transfers because it is funded by moving money from the general fund to the capital fund.

Mr. Winslow asked if the transfers are made from within the same category or always from the general fund. Vice President Hatch stated transfers are always from the general fund to other funds.

5.B. Human Resources – Director Sharon Hokanson

Director Sharon Hokanson reviewed the Human Resources report with the Board.

Mr. Matteson asked about the status of the IS Director position. President Swarthout stated it should be posted pending some recommendations for search committee membership. Mr. Winslow asked about the status of the open advisor position at PDC. Director Hokanson stated the position had been opened since the report to the Board was compiled. It will be opened internally for at least seven calendar days.

At 10:31 a.m. Linda Morrow swore in Mr. Daniel Peaches to office.

5.C. NPC CASO

Margaret White, co-chair of CASO, addressed the Board and thanked the Board for their support. She stated spring convocation was January 5, and the CASO retreat was held directly after and was well attended with over 50 members. The salary proposal of 2% went on to College Council and then SPASC and to the executive team. The CASO Newsletter will go out in February. CASO members were invited to participate in a Secret Santa activity during the Holidays. The Warm and Fuzzy recognition program will be handed over to Shawntel Skousen. CASO's non-food drive will take place this spring, and a silent auction during the fall convocation and is a major fundraiser for CASO student scholarships.

5.D. Faculty Association

Ryan Rademacher, addressed the Board and stated the Faculty Association spent some time solidifying a position on the reinvention of SCC which was sent to the executive team. Generally speaking, the Faculty Association is satisfied on how the decision process has been slowed down and had the opportunity to get feedback from the internal community and the external community. The Faculty Association is been considering ideas to honor the memory of Karen Hansen, a faculty member who passed recently, and are considering building a wooden bench with the help from construction faculty and students, or a picnic table with an inscription that honors her memory. At convocation, faculty were asked to give feedback on topics including scheduling, instituting a peer professional development for teaching on the AV system,



and getting back to roots as a community college. At the next meeting, Professor Mark Ford will give a short presentation on his new program in Video and Digital Photography. PTK has a blood drive scheduled for March 28, and are partnering with the Snowflake Fire Department on this. To update the Board, as Chair of Instructional Council, College Council is reviewing articulation agreements and considering revisions to curriculum.

Mr. Winslow asked if the articulation agreement was with a four-year institution. Professor Rademacher stated the articulation agreements were from NAU and U of A.

5.E. NPC Student Government Association

Josh Rogers addressed the Board and stated there are upcoming road trips for SGA, where students go to the three state universities, and one adjoining state university. First trip is at U of A at their Arizona Experience on the 28th. NAU and ASU will be one trip, and the last trip will be to BYU and Utah State University. There will be the annual talent show in the spring, as well as the basketball tournament which will be changing this year with 3 on 3 for more teams and will try to hold it on a Friday/Saturday.

Mr. Winslow asked if visits to four-year institutions include information on how to afford a four-year institution's tuition rate. Josh Rogers stated that part of the conversation includes financial needs and processes.

5.F. NPC Friends and Family – Betsyann Wilson

Betsyann Wilson addressed the Board and stated that NPC Friends and Family Board is slowly evolving, and she is still looking for community members in Winslow, Holbrook, Polacca and Kayenta. Total scholarships added since June 3 for restricted and unrestricted purposes are just under \$56,000, and Frontier Communications and Summit Regional Healthcare Medical Center have stepped up again as friends of NPC and given \$12,000 to support the Pro Am on July 27 and 28 of 2015. They are also partnering to offer a total of \$30,000 in restricted nursing scholarships through NPC Friends and Family for NPC nursing students. This will be \$1,000 scholarships per student per year for the next three years. www.npcfriendsfamily.org is NPC Friends and Family website.

Mr. Lucero asked if the nursing scholarships were for any NPC nursing student. Betsyann stated it was for any nursing student. Chair Handorf thanked Betsyann for the update and commended her for her good work.

Agenda Item 6: Consent Agenda

- A. December 16, 2014 DGB Minutes**
- B. Curriculum Modifications:**
 - 1. Program Deletion - EDU CAS & CP in EDUCATIONAL ASSISTANT**
 - 2. Program Deletion - EDU AAS, CAS & CP IN SPECIAL NEEDS EDUCATIONAL ASSISTANT**
 - 3. Program Modification - WELDING AAS, CAS**
 - 4. Program Modification - COSMETOLOGY AAS, CAS**
 - 5. Program Modification - CONSTRUCTION AAS, CAS**
 - 6. Program Modification - BUSINESS AAS IN MEDICAL OFFICE TECHNOLOGIES**

Navajo County Community College District Governing Board Meeting – 1/20/15 – Page 3 of 10



Northland Pioneer College

Post Office Box 610 • Holbrook, AZ 86025 • (928) 524-7311 • Fax (928) 524-7312 • www.npc.edu

7. **Program Modification - AUTOMOTIVE TECHNOLOGY AAS, CAS**
8. **Program Deletion - AGS SPECIALIZATIONS:**
 - a. **ECD IN EARLY CHILDHOOD MANAGEMENT, INFANT/TODDLER AND PRESCHOOL**
 - b. **EDU IN SPECIAL NEEDS EDUCATIONAL ASSISTANT**
9. **Program Deletion - EARLY CHILDHOOD DEVELOPMENT AAS, CAS, CP IN SPECIAL NEEDS**

*Mr. Matteson made a motion to approve the consent agenda. Mr. Lucero seconded. **The vote was unanimous in the affirmative.***

Agenda Item 7: Old Business

None

Agenda Item 8: New Business

8.A. Request to Accept the Financial Audit and Single Audit Report for the Fiscal Year Ended June 30, 2014

Vice President Hatch stated the summary of the report was presented in the study session, and expressed appreciation for the staff from the Auditor’s General Office for attending. The NPC audit committee in November reviewed the draft of the final Comprehensive Annual Financial Report and the single audit report. Vice President Hatch also pointed out the inclusion of two component units of NPC, the NPC Foundation, now NPC Friends and Family, and NATC which are required to do separate audits. Both had clean audits, and expressed thanks to Betsyann Wilson, and Lauren Sedillo from the Business Office.

This was the College’s first annual comprehensive financial report, thanks to the Business Office, Financial Aid, Human Resources, Information Services, Institutional Effectiveness, Marketing, President Swarthout, as well as Maderia Ellison and John Bremer. Vice President Hatch also recognized the timely and professional work of the Office of the Auditor General and expressed appreciation for the working relationship NPC has with their staff.

Vice President Hatch stated staff recommends acceptance of the financial audit and single audit report for fiscal year ended June 30, 2014.

Mr. Winslow asked if there was anything more the Board needed to understand about the capital asset management finding.

Vice President Hatch stated since it is an item directed specifically in the financial audit, it’s something the Board should be aware of, but as noted in the report where the finding was identified, what was done to correct it and what the end results are. Vice President Hatch stated the finding has been directed and he does not anticipate any issue with it in the future.

Chair Handorf thanked the audit staff for the guidelines of the process, and all the staff that put together the report.



*Mr. Matteson made a motion to accept the Financial Audit and Single Audit Report for the Fiscal Year Ended June 30, 2014. Mr. Winslow seconded the motion. **The vote was unanimous in the affirmative.***

8.B. Request to Approve Voluntary Employee Separation Agreement

President Swarthout stated staff is proposing a separation plan that would alleviate some future risks for the college under expenditure limitation in the area of personnel. It has been reviewed by the college attorney, and other attorneys have looked over it as well. It allows employees who have been employed for 15 years of full-time continuous employment to elect to separate from the college with a benefit.

Mr. Matteson asked about the approval process. Vice President Hatch stated the Director of Human Resource is the plan administrator and has discretionary power to administer terms, and can interpret and decide terms of eligibility.

Mr. Matteson asked who must approve for each employee. President Swarthout stated that there is no approval anticipated, and that an employee applies and limitations are only on number of applicants accepted.

Mr. Winslow asked what process in the college went through. President Swarthout stated it was treated as a Human Resource matter not a shared governance matter.

Mr. Lucero stated since there's a number limit on the amount of people who can participate in year one, would the ASRS time frame allows for people who are planning to retire sufficient time to change during the process. Vice President Hatch stated that employees will need to attend sessions and obtain information about these issues before making a decision.

Mr. Winslow asked if there will be information about the fiscal impact of this in time to integrate into this year's budgeting planning cycle. Vice President Hatch stated there would be time.

*Mr. Matteson made a motion to approve the Voluntary Employee Separation Agreement. Mr. Lucero seconded the motion. **The vote was unanimous in the affirmative.***

8.C. Request to Approve Hearing Officers

President Swarthout stated each January hearing officers are approved in case they are needed throughout the year.

*Mr. Lucero made a motion to approve the list of hearing officers. Mr. Matteson seconded the motion. **The vote was unanimous in the affirmative.***

8.D. Request to Approve MOAs with Navajo Department of Workforce Development and Navajo-Hopi Land Commission Office

Vice President Hatch stated this is an activity that the Community and Corporation Learning Department has negotiated in response to a request from the Navajo Department of Workforce Development. Agreements provide for organic gardening credit bearing courses that will begin



in March of this year and end in October of this year. The project will be held at Tolani Enterprises in Leupp, and training and materials will be paid for by NDWD in an amount not to exceed \$154,010. The NHLOC will pay for the administrative fees in this project in an amount not to exceed \$23,438.10. The agreements are connected and are contingent upon each other. Staff does recommend approval for the organic gardening project agreements and authorization for Dr. Swarthout to act as signator.

Mr. Lucero asked if the amounts cover the entire costs of the program. Vice President Hatch stated costs are covered as well as administrative fees for the college.

Mr. Winslow asked if Coconino Community College was informed of the program since Leupp is not in the district. President Swarthout stated NPC is working well in crossing county lines into Coconino County. Chair Handorf stated it would be nice to see this kind of program in other locations.

*Mr. Lucero moved to approve the MOAs with Navajo Department of Workforce Development and Navajo-Hopi Land Commission Office. Mr. Matteson seconded the motion. **The vote was unanimous in the affirmative.***

8.E. Review of Whiteriver Construction Mediation

Vice President Hatch stated the skillscenter at the PDC campus has not been without challenges as far as timing of completion and impact the late completion had on NPC. As a result of that, the College is in mediation with Whiteriver Construction, and anticipate mediation will occur sometime in February, and are hopeful that it will occur in time to bring to the Board any action that might need to be taken.

Mr. Lucero asked the dollar amount involved. Vice President Hatch stated as standard in major construction projects, the College is withholding 5% retention. The 5% retention will be almost all utilized for the penalty associated with the lateness of the project. It's not anticipated that Whiteriver Construction will owe the College any money, but \$250,000 is retained that will hopefully be able to stay with the College.

Mr. Matteson asked if the mediation process is occurring in the courts or in private. Vice President Hatch stated it is occurring at a mediation entity that is part of the contractual agreement, and if the College is not successful in mediation, it will move to another step.

8.F. Review of SCC Reinvention Concept

President Swarthout that the administrative team has responded to board member request for specific information regarding the concept, how it affects Silver Creek, Painted Desert, and have included numbers for other campuses and centers where appropriate.

Staff seeks direction from the Board their wishes as far as implementing any changes. President Swarthout reminded the board that some issues that need to be directly fairly soon is the remodeling at WMC for nursing needs that need to be undertaken.



Vice President Hatch reviewed the documents with the board, including personnel changes, and changes in service from Silvercreek, and expenditures and comparisons.

Larry Hildebrand, Terry McConville, Beth Johnson, Charles Foote, Rahime Eaton, Stan Pirog, Thomas Poscharsky, and Lowry Flake addressed the Board with concerns about the proposed plan for a reinvention of Silver Creek Campus. Kelley Harvey-Brannon spoke in favor of it as budgeting limitations call for flexibility.

Mr. Lucero asked why moving administration to SCC was tied with cutting back at the campus. If there's not enough space in Show Low for the Nursing Program, why not move nursing to Snowflake.

President Swarthout stated the College is approved by the Board of Nursing for a program that is specific to the Show Low location. Moving the nursing program to Snowflake is a major change, as a lot of relationships for the nursing program, clinical, practicum, are all in the Show Low area. Major remodeling would also have to be undertaken to move the nursing program from Show Low to Snowflake. Vice President Vest stated the lab space for the nursing program would be the biggest facility problem in moving nursing to SCC.

Mr. Lucero stated he would like to see numbers broken down by counties in the state that show high school graduates attending college outside of their home county, because in his experience, most students from Snowflake/Taylor attend Eastern Arizona College. President Swarthout stated data are not specific to specific community colleges, but statistics show that only 15% of Snowflake students come to NPC. Mr. Lucero asked why Snowflake students aren't attending NPC. Charles Foote stated he feels a community poll would be beneficial in answering this question.

Mr. Matteson asked Vice President Vest if additional in-person classes would still be able to be taught on campus under the new plan. Vice President Vest stated under the proposal a considerable amount of live classroom space would be converted into office space. Some live classroom space would be maintained in order to offer math and English but additional classes could still be offered. The distance education courses that offer the majority of the course content are not affected. The classrooms in the student center where medical assistant and nursing assistant and pharmacy technician programs are not affected. The classrooms in the performing arts center are not affected. However, under this proposal there would not be as much capacity to expand live classes.

Mr. Winslow stated a responsibility of the governing board is to make tough choices when cutting expenses. In addition, stewardship of funds, cutting expenses to maintain eligibility for certain kinds of funding such as Title III, and the expenditure limitation can require cutting expenses because it caps what the College is allowed to spend even though the College has the funds.



Mr. Winslow asked for a best case scenario of enrollment at Silver Creek Campus in light of the College Bound scholarship possibly increasing enrollment, how would that affect the expenditure limitation issue.

Vice President Hatch stated that there are three components of the expenditure limitation, the primary component that the College has any control over is enrollment, which is the population factor. The challenge in the expenditure limit formula is enrollment relative to 1979/1980 is only 1 ¼ more than it was 35 years ago, and the formula calls for a certain percentage of enrollment increase every year. In order for the expenditure limit to expand enrollment would need significant growth. Enrollment increase would help, it would get the College further down the road with the use of credits, but in the next 7-8 years it is doubtful the College can grow enrollment, due to the demographics of the County, enough to address it only through enrollment.

Mr. Winslow asked if the Quality Initiative that deals with retention and completion, which hopefully affects continuing enrollment, could affect enrollment.

Vice President Vest stated that retention has one goal that is the same as recruitment and that is to generate more enrollment for the College. This would have a lot of secondary effects. It would allow to run classes that would otherwise have to be canceled, the advantage of retention efforts is that staff is working with people who have already made a decision to go to college, which for many of our students who are first generations, who are struggling with the very idea that they can be successful, and for whom, even though tuition is low, is a tremendous financial undertaking to be able to do this. From a financial perspective it makes sense for the College to do everything possible to make these students successful. It is also the responsibility of the College to help our students in any way possible toward completion so retention efforts should always be at the forefront of discussions. Retention efforts do not move enrollment much in one year, it is a long-term process. If retention increases 3% in first year due to retention and completion focus, it will be a positive gain.

Mr. Lucero asked if anyone has talked to the Nursing Board about the feasibility of moving nursing program to Snowflake. President Swarthout stated it had not.

Chair Handorf stated that students anywhere, but especially in Navajo County, have to travel to attend. There are students in Navajo county that live far away from any campus or center, and they have to travel to attend. Students in Whiteriver that want to be in the arts have to drive to Snowflake. Blue Ridge students have to travel if they want to go to NPC. Everyone has to travel to get certain things if they want them. Not everybody in Snowflake is in the arts program, not everybody that lives in Holbrook is into Mechatronics. Not everybody in the nursing program is from Show Low. They all have to travel and that's the state of things. NPC serves an area the size of the State of West Virginia. Transportation should be a topic of discussion, but whatever the answer is, communities have to work together to keep the college functioning. We don't want to lose the College over a single issue, and it looks like we're still offering most of the things that have been offered at SCC. The library is important, but this is not the only library in town.



Mr. Matteson stated that the bus line that goes to most of the campuses could be utilized to a greater degree. Maybe reduced bus tickets could be considered for students. He also stated that he does support the proposal with some modifications and fine tuning, but the College cannot drag on until the reaction has to be draconian in nature.

Chair Handorf called for a break at 12:55 p.m.

8.G. Executive Session – Personnel Contract

At 1:03 p.m. Mr. Lucero moved to go out of regular session and into executive session to review a personnel contract. Mr. Matteson seconded the motion. **The vote was unanimous in the affirmative.**

The executive session meeting was adjourned at 1:12 p.m. upon a motion by Mr. Lucero, a second by Mr. Matteson, and a unanimous affirmative vote.

Agenda Item 9: Standing Business

9.A. Strategic Planning and Accreditation Steering Committee (SPASC) Report – Vice President Vest

Vice President Vest stated the 18-month strategic planning cycle started at convocation on January 6. There were several breakout sessions where the College was asked for their input. Some topics were recruitment, retention, instructional quality, and other ideas. SPASC will be condensing ideas and will send them back out to the College for review and comment. Early in the spring semester, the president and the Board are slated to have a strategic planning retreat. The Board can decide what information they might like to ask SPASC for before this retreat.

Mr. Winslow asked about a streamlined strategic plan for this year. Vice President Vest stated SPASC's goal is to get the strategic plan down to 2-4 strategic priorities that the College can reasonably accomplish in a 1-3 year period.

9.B. President's Report – President Swarthout

President Swarthout stated that the legislature has gone into session, and bill tracking will be sent to board members on Fridays. There are many bills that have no description so bill tracking is vague right now. Two bills that are being carefully watched is a provisional college bill that lowers the permission rate for provisional colleges to become regular colleges, changing the FTSE threshold from 900 to 250. Also, ATRA's mid-year audited FTSE adjustment bill, it's a true-up of estimated to actual audited FTSE six months into the budget year. The Governor's budget reflects an \$8.8 million community college hit that affects only the three large community college systems. Although this is favorable for NPC financially, what it does to the community college system is concerning. Lastly, the proposed communication plan for discussion on Silver Creek is going forward.



9.C. Agenda Items/Informational Needs

Mr. Winslow asked for information that could be provided by email of outstanding balance of the GADA loaned owed by the Town of Taylor for NATC and the years remaining at current rate of repayment.

Agenda Item 10: Board Report/Summary of Current Event

None.

Agenda Item 11: Announcement of Next Regular Meeting: February 17, 2015

Agenda Item 12: Adjournment

The meeting was adjourned at 1:30 p.m. upon a motion by Mr. Matteson, a second by Mr. Winslow, and a unanimous affirmative vote.

Respectfully submitted,



Lisa Jayne
Recording Secretary to the Board



REQUEST TO APPROVE MODIFICATION OF THE ASSOCIATE OF BUSINESS

Recommendation:

The Instructional Council (IC) recommends approval of the modification of the Associate of Business (ABus).

Summary:

The purpose of this modification is to incorporate an 18-credit-hour business core that provides foundational business knowledge, as recommended by the Arizona Transfer Committee. This will ensure that when students transfer to the universities they have the core courses that they need to be successful in their upper level business courses. Additionally, this business core will ensure that students that graduate with an ABus, and do not further their business education can be successful in a business environment. Also, after consulting with MAT Department and IC, it was decided that MAT 211 should be removed from this degree. Proposed effective date of this modification is Fall 2015.

Associate of Business (ABus) • 64 credits

Completion of the 36 general education course credits fulfills requirements for the Arizona General Education Curriculum (AGEC-B) for the Associate of Business degree. (see *What is AGECE? – page 83*)

General Education courses

Communications	6 credits
ENL 101 College Composition I	3 credits
ENL 102 College Composition II	3 credits
Mathematics	4 credits
MAT 211 Technical Calculus (Or MAT 221 or higher mathematics course for which MAT 211 is a prerequisite)	
MAT 221 or any mathematics course for which MAT 221 is a prerequisite	

Discipline Studies

Arts and Humanities	6 credits
(Select two courses from at least two disciplines from the list on page 84)	
Physical and Biological Science.....	8 credits
(Select two courses from the list on page 84)	
Social and Behavioral Sciences.....	6 credits
(Select two courses from at least two disciplines from the list on page 84. Make at least one selection an asterisk (*) course to meet requirements for Contemporary Global, International or Historical Awareness.)	
Computer Science	3 credits
CIS 105 Computer Applications and Information Technology.....	3 credits

General Electives Options.....3 credits

(Select one additional unduplicated course from either the **Arts and Humanities** or **Social and Behavioral Sciences** lists on page 84 to satisfy the requirements of 36 general education credits.)

Business Core • 18 credits

- BUS 201 Quantitative Methods.....3 credits
- BUS 120 Financial Accounting.....3 credits
- BUS 121 Managerial Accounting.....3 credits
- ECN 211 Principles of Economics-Macro.....3 credits
- ECN 212 Principles of Economics-Micro.....3 credits
- BUS 206 Legal, Ethical, Global, and Regulatory Environment
of Business.....3 credits*

AND

Electives~~28 credits~~ **10 credits**

Choose carefully based on lower division and common course requirements for majors at the college or university to which you plan to transfer. To ensure you are selecting appropriate course, see your academic adviser.

The **electives component** must consist of credits that transfer to all three public Arizona universities as defined in the *Course Equivalency Guide* for the year in which the course is completed. Access to information about degrees and pathways, common courses, *Course Equivalency Guides*, and Arizona college and university catalogs is available through an academic adviser or directly on the Internet at www.AZTransfer.com.



REQUEST TO APPROVE MODIFICATION OF THE ASSOCIATE OF BUSINESS

Recommendation:

The Instructional Council (IC) recommends approval of the modification of the Associate of Business (ABus).

Summary:

The purpose of this modification is to incorporate an 18-credit-hour business core that provides foundational business knowledge, as recommended by the Arizona Transfer Committee. This will ensure that when students transfer to the universities they have the core courses that they need to be successful in their upper level business courses. Additionally, this business core will ensure that students that graduate with an ABus, and do not further their business education can be successful in a business environment. Also, after consulting with MAT Department and IC, it was decided that MAT 211 should be removed from this degree. Proposed effective date of this modification is Fall 2015.

Associate of Business (ABus) • 64 credits

Completion of the 36 general education course credits fulfills requirements for the Arizona General Education Curriculum (AGEC-B) for the Associate of Business degree. (see *What is AGECE? – page 83*)

General Education courses

Communications	6 credits
ENL 101 College Composition I	3 credits
ENL 102 College Composition II	3 credits
Mathematics	4 credits
MAT 211 Technical Calculus (Or MAT 221 or higher mathematics course for which MAT 211 is a prerequisite)	
MAT 221 or any mathematics course for which MAT 221 is a prerequisite	

Discipline Studies

Arts and Humanities	6 credits
(Select two courses from at least two disciplines from the list on page 84)	
Physical and Biological Science.....	8 credits
(Select two courses from the list on page 84)	
Social and Behavioral Sciences.....	6 credits
(Select two courses from at least two disciplines from the list on page 84. Make at least one selection an asterisk (*) course to meet requirements for Contemporary Global, International or Historical Awareness.)	
Computer Science	3 credits
CIS 105 Computer Applications and Information Technology.....	3 credits

General Electives Options.....3 credits

(Select one additional unduplicated course from either the **Arts and Humanities** or **Social and Behavioral Sciences** lists on page 84 to satisfy the requirements of 36 general education credits.)

Business Core • 18 credits

- BUS 201 Quantitative Methods.....3 credits
- BUS 120 Financial Accounting.....3 credits
- BUS 121 Managerial Accounting.....3 credits
- ECN 211 Principles of Economics-Macro.....3 credits
- ECN 212 Principles of Economics-Micro.....3 credits
- BUS 206 Legal, Ethical, Global, and Regulatory Environment
of Business.....3 credits*

AND

Electives~~28 credits~~ **10 credits**

Choose carefully based on lower division and common course requirements for majors at the college or university to which you plan to transfer. To ensure you are selecting appropriate course, see your academic adviser.

The **electives component** must consist of credits that transfer to all three public Arizona universities as defined in the *Course Equivalency Guide* for the year in which the course is completed. Access to information about degrees and pathways, common courses, *Course Equivalency Guides*, and Arizona college and university catalogs is available through an academic adviser or directly on the Internet at www.AZTransfer.com.



**REQUEST TO APPROVE MODIFICATION OF THE
FOLLOWING EARLY CHILDHOOD STUDIES
DEGREES:
EARLY CHILDHOOD MANAGEMENT AAS, CAS
FAMILY CARE AAS, CAS, CP
INFANT/TODDLER AAS, CAS, CP
PRESCHOOL AAS, CAS, CP
SCHOOL AGE AAS, CAS, CP**

Recommendation:

The Instructional Council recommends approval of the modification of the following Early Childhood Studies (ECD) Associate of Applied Science (AAS), Certificate of Applied Science (CAS) and Certificate of Proficiency (CP):

- Early Childhood Management AAS, CAS
- Family Care AAS, CAS, CP
- Infant/Toddler AAS, CAS, CP
- Preschool AAS, CAS, CP
- School Age AAS, CAS, CP

Summary:

This change is to comply with the new math requirement wording recommended by Instructional Council (IC) at the 11-14-15 IC Meeting and the new communications requirement wording recommended by IC at the 12-12-14 IC Meeting; it will broaden MAT and communications course selection for students. In addition, program descriptions have been changed to reflect actual practice. Proposed effective date of this modification is Fall 2015.

Early Childhood Studies (ECD)

Early Childhood Management Specialization

Why study Early Childhood?

Love working with young children?

Most of NPC's early childhood development programs of study can lead to a national Child Development Associate (CDA) Credential™, the most widely-recognized credential in early childhood education. Based on a core set of

competency standards, the CDA Credential™ is a key stepping stone on the path of career advancement for early care professionals as they work toward becoming qualified teachers of young children.

In Arizona, K-3 teachers are now required to have birth to 8-years-old educator/caregiver experience.

Career Opportunities

Employment of preschool and childcare center directors is projected to grow 17 percent from 2012 to 2022, faster than the average for all occupations. Continued demand for preschool programs and childcare is expected to contribute to growth.

The median national annual salary is \$43,950, based on five years of experience in the field.

Bureau of Labor Statistics, U.S. Department of Labor, Occupational Outlook Handbook, 2014-15 Edition.

Certificate is Foundational

The Certificate of Applied Science (CAS) lays the foundation for both the ~~Associate of General Studies (AGS) and Associate of Applied Science (AAS)~~ degrees.

~~Most~~ All coursework is competency-based, ~~preparing~~ helping to prepare the student for the national CDA Credential™. When ready, you can now take the national CDA exam at NPC Testing Sites in Holbrook and Show Low. Go to www.pearsonassessments.com to register, schedule and pay for the test after submitting CDA assessment application to the Council for Early Childhood Professional Recognition, Washington, D.C. A photo ID is required to access the testing area.

Degree Options

Students interested in Early Childhood Management have ~~one two~~ degree options – ~~an Associate of General Studies (AGS) or an Associate of Applied Science (AAS)~~. Both ~~It~~ builds on the foundational Certificate of Applied Science (CAS), varying only in the general education requirements. Check with your academic adviser to ensure classes meet your educational objectives.

~~The specialized AGS degree can provide you with recognized learning credentials to meet work-related course mandates while also pursuing general education courses that may serve as the foundation for a bachelor's degree.~~

~~The AGS degree offers flexibility if you are considering a possible transfer to a university. However, there is no guarantee the general education requirements for the AGS will transfer to an Arizona public university.~~

~~See the full description of the Associate of General Studies (AGS) degree on page 86.~~

The Associate of Applied Science (AAS) degree is not intended for university transfer, preparing graduates to immediately enter the workforce.

Cost & Time for Completion

The U.S. Department of Education requires NPC to annually publish cost and time for completion data on Career & Technical Education certificate programs.

You can access the current data online at www.npc.edu/early-childhood-studies.

(CP) Certificate of Proficiency • (CAS) Certificate of Applied Science (AAS) Associate of Applied Science Degree

Early Childhood Management (CAS) • 41 credits

ECD 100 Providing a Healthy Environment	1 credit
ECD 102 Ensuring a Safe Environment.....	1 credit
ECD 103 Planned Arrangements and Schedules	1 credit



Northland Pioneer College

Post Office Box 610 • Holbrook, AZ 86025 • (928) 524-7311 • Fax (928) 524-7312 • www.npc.edu

ECD 105 Guidance Principles for Encouraging Self Discipline	1 credit
ECD 108 Techniques for Observing Children	1 credit
ECD 110 Building Relationships With Parents Through Communication	1 credit
ECD 111 Supporting the Growth and Education of Parents	1 credit
ECD 112 Enhancing Family Involvement.....	1 credit
ECD 120 Enhancing a Positive Self-Concept	1 credit
ECD 128 Incorporating the Children's Culture	1 credit
ECD 129 Planning and Implementing a Bilingual Program	1 credit
ECD 136 Understanding How Children Learn.....	1 credit
ECD 175 Professionalism	1 credit
ECD 198 Internship – (Early Childhood Management)	1 credit
ECD 200 Introduction to Early Childhood Education.....	3 credits
ECD 201 Exploring Early Childhood Program Philosophies	1 credit
ECD 211 Providing Food and Nutrition Services	1 credit
ECD 231 Planning and Managing an Early Childhood Program ...	2 credits
ECD 232 Designing Indoor and Outdoor Environments.....	2 credits
ECD 233 Developing Policies and Procedures for Early Childhood Programs	2 credits
ECD 234 Staffing an Early Childhood Program	2 credits
ECD 235 Budgeting and Financial Management	2 credits
ECD 236 Marketing the Early Childhood Program.....	2 credits
ECD 237 Evaluating an Early Childhood Program.....	1 credit
ECD 250 Child Development I	3 credits

PLUS

ENL 101 College Composition I.....	3 credits
And one of the following mathematics courses: MAT 103, MAT 105, MAT 112, MAT 142, MAT 152, MAT 161 or MAT 162.....	3 credits
Select any course under the MAT General Education List (for CAS and AAS Degrees) EXCEPT for MAT 101	3 credits

ECD - Early Childhood Management (AAS) • 64 credits

Complete the Early Childhood Management CAS..... 41 credits

PLUS these General Education courses

Communications..... 3 credits

Select one of the following:

ENL 102 College Composition II..... 3 credits

ENL 109 Technical Writing..... 3 credits

SPT 120 Public Speaking..... 3 credits

Select any course under the Communications General Education List (for AAS Degrees)..... 3 credits

Discipline Studies..... 7 credits

(Select one course from the **Physical and Biological Sciences** and one course from either the **Arts and Humanities** or **Social and Behavioral Sciences** lists on page 84.)

AND

Required Electives..... 13 credits



Northland Pioneer College

Post Office Box 610 • Holbrook, AZ 86025 • (928) 524-7311 • Fax (928) 524-7312 • www.npc.edu

Select a minimum of 13 unduplicated credits, 100 level or higher.
One-half to six credits of ECD/EDU/HUS 199s and 299s may be included in the 13 credits.

Family Care Specialization

Why study Family Care?

The **Family Care** area of specialization prepares childcare workers to provide care for children in their own homes when parents and other family members are unavailable. They care for children's basic needs, such as bathing and feeding. In addition, some help children prepare for kindergarten or help older children with homework.

All Most NPC early childhood development programs of study can lead to a national Child Development Associate (CDA) Credential™, the most widely-recognized credential in early childhood education. Based on a core set of competency standards, the CDA Credential™ is a key stepping stone on the path of career advancement for early care professionals as they work toward becoming qualified teachers of young children.

When ready for CDA assessment, you You can now take the national CDA exam at NPC Testing Sites in Holbrook and Show Low. Go to www.pearsonassessments.com to register, schedule and pay for the test. A photo ID is required to access the testing area.

In Arizona, K-3 teachers are now required to have birth to 8-years-old educator/caregiver experience.

Certificate is Foundational

The **Certificate of Proficiency (CP)** lays the foundation for both the **Certificate of Applied Science (CAS)** and **Associate of Applied Science (AAS)** degree.

Cost & Time for Completion

The U.S. Department of Education requires NPC to annually publish cost and time for completion data on Career & Technical Education certificate programs.

You can access the current data online at

www.npc.edu/early-childhood-studies.

ECD – Family Care (CP) • 26 credits

ECD 100 Providing a Healthy Environment	1 credit
ECD 101 The Child's Total Learning Environment.....	1 credit
ECD 102 Ensuring a Safe Environment.....	1 credit
ECD 103 Planned Arrangements and Schedules	1 credit
ECD 105 Guidance Principles for Encouraging Self Discipline	1 credit
ECD 108 Techniques for Observing Children	1 credit
ECD 110 Building Relationships With Parents Through Communication	1 credit
ECD 113 Fostering Communication and Language Skills	1 credit
ECD 114 Beginning Mathematical Concepts	1 credit
ECD 116 Sciencing and Discovery	1 credit
ECD 117 Enhancing Questions and Problem--Solving Abilities.....	1 credit
ECD 120 Enhancing a Positive Self-Concept	1 credit
ECD 123 Music and Creative Movement	1 credit
ECD 124 Dramatic Play in Early Childhood Setting.....	1 credit
ECD 125 Creative Media	1 credit



Northland Pioneer College

Post Office Box 610 • Holbrook, AZ 86025 • (928) 524-7311 • Fax (928) 524-7312 • www.npc.edu

ECD 126 Large Muscle Development	1 credit
ECD 127 Small Muscle Development	1 credit
ECD 136 Understanding How Children Learn.....	1 credit
*ECD 147 Prenatal and Infant Development.....	1 credit
*ECD 148 Toddler Development.....	1 credit
*ECD 149 Development of the Preschool Child.....	1 credit
ECD 167 Guidance and Discipline of Infants and Toddlers	1 credit
ECD 175 Professionalism	1 credit
ECD 181 Recordkeeping for the Family Day Care Provider	1 credit
ECD 182 Family Day Care as a Small Business.....	1 credit
ECD 183 Balancing Work and Family in a Family Day Care Setting.....	1 credit
*ECD 250 Child Development I.....	3 credit
*ECD 147, 148, 149 may be taken in combination or ECD 250 as a single three-credit class.	

ECD –Family Care (CAS) • 32 credits

Complete the ECD – Family Care CP..... 26 credits

PLUS

ENL 101 College Composition I..... 3 credits

And one of the following mathematics courses:

MAT 103, MAT 105, MAT 112, MAT 142, MAT 152,

MAT 161 or MAT 162..... 3 credits

Select any course under the MAT General Education

List (for CAS and AAS Degrees) 3 credits

ECD –Family Care (AAS) • 64 credits

Complete the ECD – Family Care CAS..... 32 credits

PLUS these General Education courses

Communications 3 credits

Select one of the following:

ENL 102 College Composition II..... 3 credits

ENL 109 Technical Writing..... 3 credits

SPT 120 Public Speaking..... 3 credits

Select any course under the Communications General Education List

(for AAS degrees) 3 credits

Discipline Studies..... 7 credits

(Select one course from the **Physical and Biological Sciences** and one course from either the **Arts and Humanities** or **Social and Behavioral Sciences** lists on page 84.)

AND

Required Electives 22 credits

Select a minimum of 22 unduplicated credits. One-half to six credits of ECD/EDU/HUS 199s and 299s may be included in the 22 credits.

Infant/Toddler Specialization

Why study Infant/Toddler?



Northland Pioneer College

Post Office Box 610 • Holbrook, AZ 86025 • (928) 524-7311 • Fax (928) 524-7312 • www.npc.edu

Research has shown that the time from birth to 3 years of age lays the foundation for all future experiences in a child's life, with the brain developing at an astonishing rate - quicker than any other time in a person's life.

Positive adult-child interactions and daily routines play a critical role in the development of a child. Infant-Toddler Caregivers have a profound impact on a child's learning potential.

NPC's Infant/Toddler Specialization is designed to offer training and support to child care providers that work with children from birth to 3 years of age. ~~Most~~ **All** NPC early childhood development programs of study can lead to a national Child Development Associate (CDA) Credential™, the most widely-recognized credential in early childhood education. Based on a core set of competency standards, the CDA Credential™ is a key stepping stone on the path of career advancement for early care professionals as they work toward becoming qualified teachers of young children.

In Arizona, K-3 teachers are now required to have birth to 8-years-old educator/caregiver experience.

Certificate is Foundational

The **Certificate of Proficiency (CP)** lays the foundation for the **Certificate of Applied Science (CAS)** and the **Associate of Applied Science (AAS)** degrees. ~~The Associate of General Studies (AGS) degree requires some additional core courses.~~

All coursework is competency-based, preparing the student for the national CDA Credential™. You can now take the national CDA exam at NPC Testing Sites in Holbrook and Show Low. Go to www.pearsonassessments.com to register, schedule and pay for the test after submitting CDA assessment application to the Council for Early Childhood Professional Recognition, Washington, D.C. . A photo ID is required to access the testing area.

Degree Options

Students interested in **ECD-Infant/Toddler** have ~~two~~ **one** degree options - ~~an Associate of General Studies (AGS) or an Associate of Applied Science (AAS).~~ **Both** it builds on the foundational **Certificate of Applied Science (CAS)**, varying only in the core and general education requirements.

Check with your academic adviser to ensure classes meet your educational objectives. ~~The specialized AGS degree can provide you with recognized learning credentials to meet work-related course mandates while also pursuing general education courses that may serve as the foundation for a bachelor's degree.~~

The AGS degree offers flexibility if you are considering a possible transfer to a university. However, there is no guarantee the general education requirements for the AGS will transfer to an Arizona public university.

~~See the full description of the Associate of General Studies (AGS) degree on page 86.~~

The Associate of Applied Science (AAS) degree is not intended for university transfer, preparing graduates to immediately enter the workforce.

Career Opportunities

Employment of childcare workers is projected to grow 14 percent from 2012 to 2022, about as fast as the average for all occupations. Growth is expected due to increases in the number of children who require childcare and continued demand for preschool programs.

The median national hourly wage was \$9.38 in May 2012.

Bureau of Labor Statistics, U.S. Department of Labor, Occupational Outlook Handbook, 2014-15 Edition.

ECD – Infant/Toddler (CP) • 26 credits

- ECD 100 Providing a Healthy Environment 1 credit
- ECD 102 Ensuring a Safe Environment..... 1 credit



Northland Pioneer College

Post Office Box 610 • Holbrook, AZ 86025 • (928) 524-7311 • Fax (928) 524-7312 • www.npc.edu

ECD 103 Planned Arrangements and Schedules	1 credit
ECD 108 Techniques for Observing Children	1 credit
ECD 110 Building Relationships With Parents Through Communication	1 credit
ECD 112 Enhancing Family Involvement.....	1 credit
ECD 115 Nutrition in Early Childhood	1 credit
ECD 143 Inclusion of Children with Special Needs.....	2 credit
*ECD 147 Prenatal and Infant Development.....	1 credit
*ECD 148 Toddler Development.....	1 credit
*ECD 149 Development of the Preschool Child	1 credit
ECD 154 Environments for Infants and Toddlers.....	1 credit
ECD 155 Curriculum and Learning Materials for Infants.....	1 credit
ECD 156 Curriculum and Learning Materials for Toddlers.....	1 credit
ECD 158 Developing and Utilizing Observation Skills in Infant and Toddler Programs.....	1 credit
ECD 159 Recordkeeping Skills for Infant/Toddler Care	1 credit
ECD 163 Cognitive Development of Infants and Toddlers.....	1 credit
ECD 164 Practical Applications of Cognitive Development	1 credit
ECD 165 Language Development of Infants and Toddlers.....	1 credit
ECD 166 Encouraging Autonomy and Positive Self-Concept	1 credit
ECD 167 Guidance and Discipline of Infants and Toddlers	1 credit
ECD 168 Enhancing Social Competence of Infants/Toddlers.....	1 credit
ECD 169 Sensorimotor Learning in Infancy and Toddlerhood.....	1 credit
ECD 172 Physical Development in Infancy and Toddlerhood.....	1 credit
ECD 175 Professionalism	1 credit
*ECD 250 Child Development I.....	3 credit

***ECD 147, 148, 149 may be taken in combination or
ECD 250 as a single three-credit class.**

ECD – Infant/Toddler (CAS) • 32 credits

Complete the ECD – Infant/Toddler CP..... 26 credits

PLUS

ENL 101 College Composition I..... 3 credits

And one of the following mathematics courses:

MAT 103, MAT 105, MAT 112, MAT 142, MAT 152,

MAT 161 or MAT 162..... 3 credits

Select any course under the MAT General Education List (for CAS

And AAS Degrees)..... 3 credits

(CP) Certificate of Proficiency • (CAS) Certificate of Applied Science
(AAS) Associate of Applied Science Degree

ECD – Infant/Toddler (AAS)• 64 credits

Complete the ECD – Infant/Toddler CAS..... 32 credits

PLUS these General Education courses

Communications..... 3 credits

Select one of the following:

ENL 102 College Composition II..... 3 credits

ENL 109 Technical Writing..... 3 credits

SPT 120 Public Speaking..... 3 credits



Northland Pioneer College

Post Office Box 610 • Holbrook, AZ 86025 • (928) 524-7311 • Fax (928) 524-7312 • www.npc.edu

Select any course under the Communications General Education List
(for AAS Degrees)..... 3 credits

Discipline Studies..... 7 credits

(Select one course from the **Physical and Biological Sciences** and one course from either the **Arts and Humanities** or **Social and Behavioral Sciences** lists on page 84.)

AND

Required Electives 22 credits

Select a minimum of 22 unduplicated credits. One-half to six credits of ECD/EDU/HUS 199s and 299s may be included in the 22 credits.

(CP) Certificate of Proficiency • (CAS) Certificate of Applied Science
(AAS) Associate of Applied Science Degree

Cost & Time for Completion

The U.S. Department of Education requires NPC to annually publish cost and time for completion data on Career & Technical Education certificate programs.

You can access the current data online at www.npc.edu/early-childhood-studies.

Preschool Specialization

Why study Preschool?

Research has shown that the time from birth to 3 years of age lays the foundation for all future experiences in a child’s life, with the brain developing at an astonishing rate - quicker than any other time in a person’s life.

Positive adult-child interactions and daily routines play a critical role in the development of a child. Preschool Caregivers have a profound impact on a child’s learning potential.

NPC’s Preschool Specialization is designed to offer training and support to child care providers that work with children to 5 years of age. ~~All~~ Most NPC early childhood development programs of study can lead to a national Child Development Associate (CDA) Credential™, the most widely-recognized credential in early childhood education. Based on a core set of competency standards, the CDA Credential™ is a key stepping stone on the path of career advancement for early care professionals as they work toward becoming qualified teachers of young children.

In Arizona, K-3 teachers are now required to have birth to 8-years-old educator/caregiver experience.

Certificate is Foundational

The **Certificate of Proficiency (CP)** lays the foundation for the **Certificate of Applied Science (CAS)** and the **Associate of Applied Science (AAS)** degrees. ~~The Associate of General Studies (AGS) degree requires some additional core courses.~~

All coursework is competency-based, preparing the student for the national CDA Credential™. You can now take the national CDA exam at NPC Testing Sites in Holbrook and Show Low. Go to www.pearsonassessments.com to register, schedule and pay after submitting CDA Assessment application to the Council for Early Childhood Professional Recognition, Washington, D.C. A photo ID is required to access the testing area.

Degree Options

Students interested in ECD – Preschool have **one** degree options - ~~an Associate of General Studies (AGS) or an~~



Northland Pioneer College

Post Office Box 610 • Holbrook, AZ 86025 • (928) 524-7311 • Fax (928) 524-7312 • www.npc.edu

Associate of Applied Science (AAS). ~~Both~~ It builds on the foundational Certificate of Applied Science (CAS), varying only in the core and general education requirements.

Check with your academic adviser to ensure classes meet your educational objectives. ~~The specialized AGS degree can provide you with recognized learning credentials to meet work-related course mandates while also pursuing general education courses that may serve as the foundation for a bachelor's degree.~~

~~The AGS degree offers flexibility if you are considering a possible transfer to a university. However, there is no guarantee the general education requirements for the AGS will transfer to an Arizona public university.~~

~~See the full description of the Associate of General Studies (AGS) degree on page 86.~~

The Associate of Applied Science (AAS) degree is not intended for university transfer, preparing graduates to immediately enter the workforce.

Career Opportunities

Employment of childcare workers is projected to grow 14 percent from 2012 to 2022, about as fast as the average for all occupations. Growth is expected due to increases in the number of children who require childcare and continued demand for preschool programs.

The median national hourly wage was \$9.38 in May 2012.

Bureau of Labor Statistics, U.S. Department of Labor, Occupational Outlook Handbook, 2014-15 Edition.

Cost & Time for Completion

The U.S. Department of Education requires NPC to annually publish cost and time for completion data on Career & Technical Education certificate programs.

You can access the current data online at www.npc.edu/early-childhood-studies.

ECD – Preschool (CP) • 26 credits

ECD 100 Providing a Healthy Environment	1 credit
ECD 101 The Child's Total Learning Environment.....	1 credit
ECD 102 Ensuring a Safe Environment.....	1 credit
ECD 103 Planned Arrangements and Schedules	1 credit
ECD 105 Guidance Principles for Encouraging Self Discipline	1 credit
ECD 108 Techniques for Observing Children	1 credit
ECD 110 Building Relationships With Parents Through Communication	1 credit
ECD 112 Enhancing Family Involvement.....	1 credit
ECD 113 Fostering Communication and Language Skills	1 credit
ECD 114 Beginning Mathematical Concepts	1 credit
ECD 115 Nutrition in Early Childhood	1 credit
ECD 116 Sciencing and Discovery	1 credit
ECD 117 Enhancing Questions and Problem-Solving Abilities	1 credit
ECD 118 Blocks in Early Childhood Program	1 credit
ECD 120 Enhancing a Positive Self-Concept	1 credit
ECD 123 Music and Creative Movement	1 credit
ECD 124 Dramatic Play in Early Childhood Setting.....	1 credit
ECD 125 Creative Media	1 credit
ECD 126 Large Muscle Development	1 credit
ECD 127 Small Muscle Development	1 credit
ECD 136 Understanding How Children Learn.....	1 credit
*ECD 147 Prenatal and Infant Development.....	1 credit
*ECD 148 Toddler Development.....	1 credit



Northland Pioneer College

Post Office Box 610 • Holbrook, AZ 86025 • (928) 524-7311 • Fax (928) 524-7312 • www.npc.edu

- *ECD 149 Development of the Preschool Child 1 credit
- ECD 175 Professionalism 1 credit
- ECD 216 Transitions 1 credit
- *ECD 250 Child Development I 3 credit
- *ECD 147, 148, 149 may be taken in combination or ECD 250 as a single three-credit class.**

ECD – Preschool (CAS) • 32 credits

Complete the ECD – Preschool CP 26 credits

PLUS

ENL 101 College Composition I 3 credits

And one of the following mathematics courses:

MAT 103, MAT 105, MAT 112, MAT 142, MAT 152,

MAT 161 or MAT 162 3 credits

Select any course under the MAT General Education List (for CAS

And AAS Degrees) 3 credits



ECD – Preschool (AAS)• 64 credits

Complete the ECD – Preschool CAS 32 credits

PLUS these General Education courses

Communications 3 credits

Select one of the following:

ENL 102 College Composition II 3 credits

ENL 109 Technical Writing 3 credits

SPT 120 Public Speaking 3 credits

Select any course under the Communications General Education List

(for AAS Degrees) 3 credits

Discipline Studies 7 credits

(Select one course from the **Physical and Biological Sciences** and one course from either the **Arts and Humanities** or **Social and Behavioral Sciences** lists on page 84.)

AND

Required Electives 22 credits

Select a minimum of 22 unduplicated credits. One-half to six credits of ECD/EDU/HUS 199s and 299s may be included in the 22 credits.

(CP) Certificate of Proficiency • (CAS) Certificate of Applied Science
(AAS) Associate of Applied Science Degree

School Age Specialization

Why study School Age?

The **School Age** area of specialization is designed for individuals who are working with school age children and want to further develop their knowledge and skills specific to this age group. Learn ways to provide a variety of activities and materials that encourage spontaneous expression and expand children’s imagination.

All Most NPC early childhood development programs of study can lead to a national Child Development Associate (CDA) Credential™, the most widely-recognized credential in early childhood education. Based on a core set of competency standards, the CDA Credential™ is a key stepping stone on the path of career advancement for early care



Northland Pioneer College

Post Office Box 610 • Holbrook, AZ 86025 • (928) 524-7311 • Fax (928) 524-7312 • www.npc.edu

professionals as they work toward becoming qualified teachers of young children.

In Arizona, K-3 teachers are now required to have birth to 8-years-old educator/caregiver experience.

Certificate is Foundational

The **Certificate of Proficiency (CP)** lays the foundation for both the **Certificate of Applied Science (CAS)** and **Associate of Applied Science (AAS)** degree.

Degree Requirements

Students interested in **Early Childhood School Age Associate of Applied Science (AAS) degree** must complete the foundational **School Age Certificate of Proficiency (CP)** and **Certificate of Applied Science (CAS)**.

Check with your academic adviser to ensure classes meet your educational objectives. The Associate of Applied Science (AAS) degree is not intended for university transfer, preparing graduates to immediately enter the workforce.

Career Opportunities

Employment of childcare workers is projected to grow 14 percent from 2012 to 2022, about as fast as the average for all occupations. Growth is expected due to increases in the number of children who require childcare and continued demand for preschool programs.

The median national hourly wage was \$9.38 in May 2012.

Bureau of Labor Statistics, U.S. Department of Labor, Occupational Outlook Handbook, 2014-15 Edition.

Cost & Time for Completion

The U.S. Department of Education requires NPC to annually publish cost and time for completion data on Career & Technical Education certificate programs.

You can access the current data online at www.npc.edu/early-childhood-studies.

ECD – School Age (CP) • 26 credits

ECD 100 Providing a Healthy Environment	1 credit
ECD 102 Ensuring a Safe Environment.....	1 credit
ECD 103 Planned Arrangements and Schedule	1 credit
ECD 107 Collecting, Organizing, and Using Teaching Aids.....	1 credit
ECD 108 Techniques for Observing Children	1 credit
ECD 110 Building Relationships With Parents Through Communication	1 credit
ECD 115 Nutrition in Early Childhood	1 credit
ECD 116 Sciencing and Discovery	1 credit
ECD 117 Enhancing Questions and Problem-Solving Abilities	1 credit
ECD 120 Enhancing a Positive Self-Concept	1 credit
ECD 123 Music and Creative Movement	1 credit
ECD 124 Dramatic Play in Early Childhood Setting	1 credit
ECD 125 Creative Media	1 credit
ECD 127 Small Muscle Development	1 credit
ECD 136 Understanding How Children Learn.....	1 credit
*ECD 147 Prenatal and Infant Development.....	1 credit
*ECD 148 Toddler Development.....	1 credit
*ECD 149 Development of the Preschool Child	1 credit
ECD 150 Middle Childhood Years	1 credit
ECD 151 Math for School Agers	1 credit



Northland Pioneer College

Post Office Box 610 • Holbrook, AZ 86025 • (928) 524-7311 • Fax (928) 524-7312 • www.npc.edu

- ECD 152 Learning Environment for School Ageds 1 credit
 - ECD 153 Guidance Principles for School Ageds 1 credit
 - ECD 175 Professionalism 1 credit
 - ECD 216 Transitions 1 credit
 - ECD 217 Early Literacy 1 credit
 - *ECD 250 Child Development I 3 credits
 - EDU 139 Assisting in Teaching Elementary School
Physical Education 1 credit
- *ECD 147, 148, 149 may be taken in combination or ECD 250 as a single three-credit class.**

ECD – School Age (CAS) • 32 credits

Complete the ECD – School Age CP 26 credits

PLUS

- ENL 101 College Composition I 3 credits
- And one of the following mathematics courses:
MAT 103, MAT 105, MAT 112, MAT 142, MAT 152,
MAT 161 or MAT 162 3 credits
- Select any course under the MAT General Education List (for CAS and AAS Degrees) 3 credits



ECD – School Age (AAS) • 64 credits

Complete the ECD – School Age CAS 32 credits

PLUS

These General Education courses

- Communications 3 credits
- Select one of the following:
ENL 102 College Composition II 3 credits
ENL 109 Technical Writing 3 credits
SPT 120 Public Speaking 3 credits
- Select any course under the Communications General Education List (for AAS degrees) 3 credits.

Discipline Studies 7 credits
(Select one course from the **Physical and Biological Sciences** and one course from either the **Arts and Humanities** or **Social and Behavioral Sciences** lists on page 84.)

AND

Required Electives 22 credits
Select a minimum of 22 **unduplicated** credits. One-half to six credits of ECD/EDU/HUS 199s and 299s may be included in the 22 credits.

(CP) Certificate of Proficiency • (CAS) Certificate of Applied Science
(AAS) Associate of Applied Science Degree



REQUEST TO APPROVE MODIFICATION OF THE FIRE SCIENCE AAS, CAS, CP

Recommendation:

The Instructional Council recommends approval of the modification of the Fire Science (FRS) Associate of Applied Science (AAS), Certificate of Applied Science (CAS) and Certificate of Proficiency (CP).

Summary:

This change is to comply with the new math requirement wording recommended by Instructional Council (IC) at the 11-14-15 IC Meeting and the new communications requirement wording recommended by IC at the 12-12-14 IC Meeting; it will broaden MAT and communications course selection for students. Proposed effective date of this modification is Fall 2015.

Fire Science (FRS)

FRS Firefighter (CP) • 18 credits

FRS 104 Firefighter I & II	10 credits
FRS 110 Hazardous Materials for First Responders.....	2 credits
FRS 126 Rope Rescue I	1 credit
FRS 139 Confined Space Operations	3 credits
FRS 150 Wildland Firefighter	2 credits

FRS Driver/Operator (CP) • 24 credits

<i>Complete the Firefighter Certificate of Proficiency (CP)</i>	<i>18 credits</i>
FRS 135 Fire Protection Hydraulics and Water Supply	3 credits
FRS 137 Strategies and Tactics	3 credits

FRS Leadership (CP) • 24 credits

<i>Complete the Firefighter Certificate of Proficiency (CP)</i>	<i>18 credits</i>
FRS 101 Principles of Fire and Emergency Services Administration.....	3 credits
FRS 138 Legal Aspects of Emergency Services.....	3 credits

Fire Science (CAS) • 34 credits

FRS 104 Firefighter I & II	10 credits
FRS 200 Fire Behavior and Combustion	3 credits
FRS 201 Fire Protection Systems.....	3 credits
FRS 202 Principles of Emergency Services.....	3 credits
FRS 203 Fire Prevention	3 credits
FRS 207 Building Construction for Fire Prevention.....	3 credits
FRS 208 Principles of Fire and Emergency Services Safety and Survival	3 credits

PLUS

ENL 101 College Composition I.....	3 credits
Mathematics	3 credits
Complete one of the following mathematics courses, or any mathematics course for which MAT 112 is a prerequisite:	
MAT 101 Basic Technical Mathematics	3 credits
MAT 103 Business Mathematics.....	3 credits
MAT 105 Mathematics for General Education	3 credits
MAT 109 Algebra I: Introductory	3 credits
MAT 112 Algebra II: Intermediate	3 credits
Select any course under the MAT General Education List (for CAS And AAS Degrees).....	3 credits

Fire Science (AAS) • 64 credits

Complete the Fire Science CAS.....	34 credits
Required Electives	9 credits
Complete a minimum of 9 credit hours from the following:	
FRS 101 Principles of Fire and Emergency Services Administration.....	3 credits
FRS 110 Hazardous Materials for First Responder	2 credits
FRS 126 Rope Rescue I	1 credit
FRS 127 Rope Rescue II	1 credit
FRS 128 Rope Rescue III	1 credit
FRS 132 Fire Investigation I.....	3 credits
FRS 135 Fire Protection Hydraulics and Water Supply	3 credits
FRS 137 Strategies and Tactics	3 credits
FRS 138 Legal Aspects of Emergency Services.....	3 credits
FRS 139 Confined Space Operations	3 credits
FRS 141 Fire Service Communication	3 credits
FRS 150 Wildland Firefighter	2 credits
Unrestricted Electives.....	9 credits
Any <u>unduplicated</u> courses at the 100 or higher level.	

PLUS

These General Education courses

Communications	3 credits
<i>Select one of the following:</i>	
ENL 102 College Composition II.....	3 credits
ENL 109 Technical Writing.....	3 credits



Northland Pioneer College

Post Office Box 610 • Holbrook, AZ 86025 • (928) 524-7311 • Fax (928) 524-7312 • www.npc.edu

SPT 120 Public Speaking 3 credits

Select any course under the Communications General Education List
(for AAS degrees) 3 credits

Discipline Studies (*per the list on page 84*) 9 credits

Select one course from the **Arts and Humanities** 3 credits

Social and Behavioral Sciences 6 credits

PSY 101 Introduction to Psychology 3 credits

and any non-PSY course from the **Social and Behavioral Sciences** list.

(CP) Certificate of Proficiency • (CAS) Certificate of Applied Science
(AAS) Associate of Applied Science Degree



Northland Pioneer College

Post Office Box 610 • Holbrook, AZ 86025 • (928) 524-7311 • Fax (928) 524-7312 • www.npc.edu

REQUEST TO APPROVE MODIFICATION OF THE HUMAN SERVICES AAS, CAS, CP

Recommendation:

The Instructional Council recommends approval of the modification of the Human Services (HUS) Associate of Applied Science (AAS), Certificate of Applied Science (CAS) and Certificate of Proficiency (CP).

Summary:

This change is to comply with the new math requirement wording recommended by Instructional Council (IC) at the 11-14-15 IC Meeting and the new communications requirement wording recommended by IC at the 12-12-14 IC Meeting; it will broaden MAT and communications course selection for students. Proposed effective date of this modification is Fall 2015.

Human Services (HUS)

Child/Youth Care (CP) • 19 credits

ECD 100 Providing a Healthy Environment	1 credit
ECD 102 Ensuring a Safe Environment.....	1 credit
ECD 108 Techniques for Observing Children	1 credit
ECD 110 Building Relationships with Parents Through Communication.....	1 credit
ECD 143 Inclusion of Children with Special Needs.....	2 credits
ECD 152 Learning Environment for School Ageds	1 credit
ECD 153 Guidance Principles for School Ageds	1 credit
ECD 175 Professionalism	1 credit
EDU 137 Principles of Child Guidance	1 credit
EDU 138 Managing Children's Behavior.....	1 credit
HUS 251 Developing a Culture of Care	2 credits
HUS 252 Building Relationships	2 credits
HUS 253 Teaching Discipline	2 credits
HUS 256 Understanding Child Development.....	2 credits

Residential Child/Youth Care Assistant (CAS)

• 36 credits

<i>Complete the Child/Youth Care CP.....</i>	<i>19 credits</i>
Any CIS course	3 credits
ECD 250 Child Development I	3 credits

ECD 251 Child Development II 2 credits
Electives **3 credits**

An additional three **unduplicated** credits (100 level or higher) must be selected from
 ECD/EDU/EMT/HDE/HUS/CIS/HPE/ANT/LAN courses.

Up to three credits of 199 workshops may be used.

PLUS

ENL 101 College Composition I 3 credits

Mathematics **3 credits**

Select one of the following mathematics courses:

MAT 103 Business Mathematics 3 credits

MAT 105 Mathematics for General Education 3 credits

Select any course under the **MAT General Education List (for CAS
 and AAS Degrees)** **3 credits**

Residential Child/Youth Care Assistant (AAS) • 64 credits

Complete the **Residential Child/Youth Care CAS** **36 credits**

CIS: Any unduplicated course **3 credits**

These additional Core Requirements 5 credits

ECD 221 Stress Management for Educators 2 credits

ECD or EDU Internship 1 credit

HUS 180 Cross-Cultural Helping Skills 2 credits

Additional Required Electives 10 credits

An additional 10 **unduplicated** credits must be selected from any 100-level or above courses. Up to six credits of
 199 workshops may be included in the AAS degree total of 13 elective credits.

PLUS

These General Education courses

Communications 3 credits

Select one of the following:

ENL 102 College Composition II 3 credits

ENL 109 Technical Writing 3 credits

SPT 120 Public Speaking 3 credits

Select any course under the **Communications General Education List
 (for AAS degrees)** **3 credits**

Discipline Studies (*per the list on page 84*) 7 credits

Select one course from the **Physical and Biological Sciences** and one course from either the **Arts and
 Humanities** or **Social and Behavioral Sciences**.

(CP) Certificate of Proficiency • (CAS) Certificate of Applied Science
 (AAS) Associate of Applied Science Degree



REQUEST TO APPROVE MODIFICATION OF THE MECHATRONICS AAS

Recommendation:

The Instructional Council (IC) recommends approval of the modification of the Mechatronics (MET) Associate of Applied Science (AAS).

Summary:

This change is to comply with the new math requirement wording recommended by IC at the 11-14-15 IC Meeting and the new communications requirement wording recommended by IC at the 12-12-14 IC Meeting (which will give students more choices in communications courses). In addition, MET 110 will be replaced with MET 100, which will provide a better foundation by integrating the Energy Industry Fundamentals, NCCER Core, and will help students prepare to take the National Career Readiness test. MET 240 will be replaced with MET 238 because it was determined that a more appropriate credit hour for the capstone class was 3 credits (instead of the 4 credits in the MET 240). Proposed effective date of this modification is Fall 2015.

Mechatronics (AAS) • 66 credits

Core Requirements	44 credits
MET100 Introduction to Mechatronics.....	4 credits
MET 110 Manufacturing Fundamentals.....	3 credits
MET 120 Industrial Mechanics I.....	5 credits
MET 130 Industrial Electrical Systems.....	4 credits
MET 140 Introduction to Programmable Logic Controllers	4 credits
MET 150 Industrial Mechanics II.....	6 credits
MET 160 Rotating Electrical Machines	4 credits
MET 200 Robotics and Motion Control	4 credits
MET 210 Process Control & Instrumentation	3 credits
MET 220 Advanced Programmable Logic Controllers	4 credits
MET 230 Integrated Manufacturing Systems.....	3 credits
MET 238 Mechatronics Capstone Project.....	3 credits
MET 240 Mechatronics Application Project.....	4 credits
General Education Requirements	
Communications.....	6 credits
ENL 101 College Composition I.....	3 credits
<i>Plus one of the following:</i>	
ENL 102 College Composition II.....	3 credits
ENL 109 Technical Writing.....	3 credits
Select any course under the Communications General Education	
List (for AAS Degrees)	

Mathematics	3 credits
Any mathematics course for which MAT 109 is a prerequisite	
Select any course under the MAT General Education List (for CAS and AAS Degrees) EXCEPT for MAT 101, MAT 109, MAT 103 and BUS 133.....	
	3 credits
Computer Science	6 credits
CIS 105 Computer Literacy.....	3 credits
CIS 141 Managing and Maintaining Your PC I (A+)	3 credits
Discipline Studies (<i>per the list on page 84</i>).....	7 credits
Select one course from either the Arts and Humanities or Social and Behavioral Science lists	
	3 credits
Select one course from the Physical and Biological Sciences list.....	
	4 credits



REQUEST TO APPROVE MODIFICATION OF THE INDUSTRIAL MAINTENANCE AND OPERATIONS AAS, CAS, CP

Recommendation:

The Instructional Council recommends approval of the modification of the Industrial Maintenance and Operations (IMO) Associate of Applied Science (AAS), Certificate of Applied Science (CAS) and Certificate of Proficiency (CP).

Summary:

This change is to comply with the new math requirement wording recommended by Instructional Council (IC) at the 11-14-15 IC Meeting and the new communications requirement wording recommended by IC at the 12-12-14 IC Meeting (which will give students more choices in communications courses). In addition, IMO 210 will be replaced with IMO 208, which will cover a broader area of the energy industry. Proposed effective date of this modification is Fall 2015.

Industrial Maintenance & Operations (IMO)

Areas of Specialization

Electrical (CP) • 24 credits

IMO 151 Electrical Level I	6 credits
IMO 152 Electrical Level II	6 credits
IMO 153 Electrical Level III	6 credits
IMO 154 Electrical Level IV	6 credits

Industrial Plant Operations (CP) • 24 credits

IMO 208 Introduction to Energy Generation and Distribution	6 credits
IMO 210 Power Principles I	6 credits
IMO 211 Power Principles II	6 credits
IMO 212 Power Principles III	6 credits
IMO 213 Power Principles IV	6 credits

Instrumentation (CP) • 28 credits

IMO 155 Instrumentation Level I	7 credits
IMO 156 Instrumentation Level II	7 credits
IMO 157 Instrumentation Level III	7 credits
IMO 158 Instrumentation Level IV	7 credits

Mechanical Maintenance (CP) • 24 credits

IMO 230 Mechanical Maintenance I.....	6 credits
IMO 231 Mechanical Maintenance II.....	6 credits
IMO 232 Mechanical Maintenance III.....	6 credits
IMO 233 Mechanical Maintenance IV	6 credits

Operations/Maintenance (CP) • 28 credits

IMO 201 Introduction to Industrial Maintenance.....	4 credits
IMO 208 Introduction to Energy Generation and Distribution.....	6 credits
IMO 210 Power Principles I.....	6 credits
IMO 211 Power Principles II.....	6 credits
IMO 230 Mechanical Maintenance I.....	6 credits
IMO 231 Mechanical Maintenance II.....	6 credits

Wastewater Collection and Treatment (CP)

• 18 credits

IMO 140 Wastewater Collection and Treatment I	6 credits
IMO 141 Wastewater Collection and Treatment II	6 credits
IMO 142 Wastewater Collection and Treatment III	6 credits

Water Supply Treatment (CP) • 18 credits

IMO 130 Water Supply and Treatment I	6 credits
IMO 131 Water Supply and Treatment II	6 credits
IMO 132 Water Supply and Treatment III	6 credits

Certificate of Applied Science (CAS) • 30-34 credits

Note: A Certificate of Applied Science (CAS) is **NOT** available
in Wasterwater Collection & Treatment or Water Supply Treatment

Complete these General Education courses:

ENL 101 College Composition I.....	3 credits
Mathematics	3 credits
Complete one of the following mathematics courses, or any mathematics course for which MAT 109 is a prerequisite:	
MAT 101 Basic Technical Mathematics	3 credits
MAT 109 Algebra I: Introductory	3 credits
Select any course under the MAT General Education List (for CAS and AAS Degrees) EXCEPT for MAT 103 and BUS 133.....	3 credits

PLUS the CP in your area of specialization:

Electrical CP	24 credits
Industrial Plant Operations CP	24 credits
Instrumentation CP	28 credits
Mechanical Maintenance CP	24 credits
Operations/Maintenance CP	28 credits

Associate of Applied Science (AAS) • 64 credits

Complete the CAS in your area of specialization:



Northland Pioneer College

Post Office Box 610 • Holbrook, AZ 86025 • (928) 524-7311 • Fax (928) 524-7312 • www.npc.edu

Electrical CAS	30 credits
Industrial Plant Operations CAS	30 credits
Instrumentation CAS	34 credits
Mechanical Maintenance CAS	30 credits
Operations/Maintenance CAS	34 credits
Additional Required Electives	15 credits
All areas of specialization require the completion of a minimum of 15 credits from the following:	
BUS 103 Success on Your Job	2 credits
BUS 105 Techniques of Supervision	3 credits
BUS 144 Professional Office Skills	3 credits
BUS 231 Microsoft Office Level 1	3 credits
Any unduplicated IMO courses at 100 or higher level	4 credits
Unrestricted Electives	2-6 credits
Select 2 or 6 credits (depending on selected area of specialization) from any unduplicated 100 or higher level courses.	
PLUS these General Education courses	
Communications	3 credits
<i>Select one of the following:</i>	
ENL 102 College Composition II	3 credits
ENL 109 Technical Writing	3 credits
Select any course under the Communications General Education List (for AAS Degrees)	
Computer Science	3 credits
CIS 105 Computer Applications & Information Technology	3 credit
Discipline Studies (<i>per the list on page 84</i>)	7 credits
Select one course from the Arts and Humanities list	
Select one course from the Physical and Biological Sciences list .	



REQUEST TO APPROVE ADMINISTRATOR EMERITUS STATUS ERIC BISHOP

Recommendation:

Staff recommends Administrator Emeritus Status for Eric Bishop.

Summary:

Eric Bishop began his employment with Northland Pioneer College as Faculty in Computer Information Systems in August of 2006. Eric earned his Associate of Applied Science in Networking Technology from Gateway Community College and his Bachelor of Science in Technical Management from DeVry University. In January 2009 he was awarded his Master of Science degree in Computer Information Systems from Boston University. In January of 2010 he became the Director for Information Services.

Eric has served as an Annual Update Reviewer for the Higher Learning Commission. He is a member of the American Association of University Professors, the Institute of Electrical and Electronics Engineers, the Institute of Electrical and Electrical Engineers Computer Society, and the Association for Computing Machinery. He has taught graduate courses as an adjunct faculty member at Boston University.

As the Director of Information Services, Eric has served as a valued member of the Executive Team at NPC. His knowledge, insight, work ethic, and leadership abilities will be greatly missed by his colleagues.

We present Eric Bishop with Administrator Emeritus status. We congratulate him and wish him every success in his future endeavors.



TITLE REQUEST TO APPROVE PURCHASE OF SMARTBOARDS, PROJECTORS, AND DOCUMENT CAMERAS

Recommendation:

Staff recommends approval to purchase SmartBoards, Projectors and Document Cameras as requested in the 2014/2015 Capital Budget for new deployments and lifecycle replacements in the amounts of \$141,411.60.

Summary:

As part of Northland Pioneer College's three-year capital plan and our 2014-2016 Strategic Plan, staff recommends approval to SmartBoards, Projectors and Document Cameras for district wide usage. Purchases would be made through the CCS Presentation Systems.

This project will allow for lifecycle replacement of aging equipment and new classrooms with Smart Technologies to enhance the teaching/learning experience. This purchase will be made through a State Contract.

These proposed purchases supports goals 3.1.1 and 3.2.1 of Northland Pioneer College's 2014-2016 Strategic Plan.





Northland Pioneer College

Quality education you can afford.

S
U
G
G
E
S
T
E
D

CAS Presentations
17350 N. Hartford Dr.
Scottsdale, AZ 85255
480-348-0100 / 480-348-0101 FAX

Use Tax _____ 1099 _____

NPC IDENTIFICATION NUMBER _____

REQUISITION

PO NUMBER

Lynda Thomas
ORIGINATOR / BUDGET MANAGER

Date 1, 16 15

BUDGET MANGER / DEAN / DIRECTOR

Date / /

VICE PRESIDENT (Required for Purchases \$10,000 & Above)

Date / /

PRESIDENT (Required for Purchases \$25,000 & Above)

Date / /

BUSINESS OFFICE

Date / /

BOARD APPROVAL (Required for \$50,000 & Above) Date / /

GIVE FULL AND COMPLETE PARTICULARS FOR EACH ITEM REQUESTED

QTY	DETAILED DESCRIPTION	UNIT PRICE	AMOUNT	ACCOUNT NUMBER
22	Smart Board 885 w/ u x 80 projector Mfg# SB885ix 2	4999.00	109,978.00	
22	Smart Document Camera 450 Mfg# SDC-450	799.00	17,578.00	50-5070-5600-05
				F14-5600-01
				\$ 51,422.40
				F14-5600-02
				\$ 57,850.20
	State Contract			F14-5600-03
				\$ 6,427.80
				F14-5600-04
				\$ 6,427.80
				F14-5600-05
				\$ 19,283.40
	SUB TOTAL		127,556.00	
	SALES / USE TAX		12,755.60	
	FREIGHT		1,100.00	
	TOTAL		141,411.60	

COMMENTS/SPECIAL INSTRUCTIONS:

Capital Budget
Smart Boards
New and Lifecycle Replace

Vendor Search
attached

All vendors for service, equipment rentals, and leases must have a W-9 compliance form on file with the Business Office. If the vendor is not listed on the 1099 listing, a completed W-9 form must be attached to the requisition.

MPR-Rev. 2/11-Forms/BusinessOffice/Requisition

PROPOSED CHANGES TO SILVER CREEK CAMPUS

Summary:

Economic pressures on the college require substantial changes to the way we provide education to protect the future of the college and its critical services to the communities. The health and wellness of the institution require that we continue to identify strategies to decrease expenditures, particularly in our personnel costs. The Expenditure Limitation and declining enrollment are both driving critical changes in how NPC provides education services, with targeted effort to minimize impact to students and staff.

Campus to an Administrative Center configuration

Instructional Services: Course offerings would remain largely unchanged with Math, English, Allied Health, Performing Arts, and Film Video Production courses taught at the center. Computer labs would continue to be available to students, along with all courses taught through “distance” delivery, including Business and TLC courses.

Student Services: Advising and registration services would continue to be offered, although may be more limited at times that at present. Library Services would be eliminated. A computer lab for students would continue to be available, as would tutoring.

Public Services: All Performing Arts activities would be unchanged. Public library access would be eliminated; however, the computer lab would be available to the public through the existing system, including an immediate reservation option. The public use of facilities would continue to be made available in the same way as is currently offered. Facility space could be leased for long term occupancy.

Staffing: Campus office staff would be reduced to a revised center model with 1.5 full time equivalents. Library and advising positions would be eliminated. The majority of faculty would be relocated other campuses. The total reduction in staffing is 5.5 full time equivalent positions. Administrators, with a few exceptions, would be relocated to a remodeled Learning Center.

Expenditure reduction: The annual reduction in operational expenditures is estimated to be \$413,000. A savings in capital expenditures of \$77,000 over a period of ten years is also expected due to the reduced need to equip the campus office and library with computers and items.

Capital expenditures: Remodeling required for transfer of certain administrative functions is expected not to exceed \$750,000.

Alternatives

1. Only Show Low administrators move to SCC; no PDC administrators move to SCC
2. Leave more faculty at SCC
3. Wait to see impact of VESP offer and re-evaluate
4. Do nothing



Impact of proposed changes at Silver Creek Campus

1. Changes in staffing:

Campus/Center	Employee Group	Current	Proposed	Change	Eliminated Positions
Silver Creek	Faculty	8	2	-6	
	Staff	22	25.5	+3.5	
	Administrators	2	10	+8	
	TOTAL	32	37.5	+5.5	5.5
Painted Desert	Faculty	18	19	+1	
	Staff	52.5	45.5	-7	
	Administrators	11	6	-5	
	TOTAL	81.5	70.5	-11	0
White Mountain	Faculty	32	37	+5	
	Staff	25	23	-2	
	Administrators	6	3	-3	
	TOTAL	63	63	0	0
Little Colorado	Faculty	13			
	Staff	7			
	Administrators	1			
	TOTAL	21			
Whiteriver	Faculty	1			
	Staff	2			
	TOTAL	3			
Hopi	STAFF	3			
Kayenta	STAFF	2			
St Johns	Faculty	4			
	Staff	1.5			
	TOTAL	5.5			
Springerville/Eagar	Faculty	2			
	Staff	1.5			
	TOTAL	3.5			
GRAND TOTAL		214.5	209		



2. Changes in services

Silver Creek Campus		Current	Proposed	Change	Eliminated
Instructional Services	Course offerings				
	Math	1	1	0	
	English	1	1	0	
	Allied Health	2	2	0	
	Performing Arts	All	All	0	
	Computer available	All	All	0	
	Business	All	All	0	
	TLC	All	All	0	
	Distance	All	All	0	
	Film Video Production	New	All	0	
Student Services					
	Advising	Full onsite	2 days/wk onsite plus distance	-3 days/wk onsite	Partial
	Registration	Full onsite	2 days/wk onsite plus full onsite during peak registration periods	-3 days/wk onsite	Partial
	Library Services	Full onsite	None	- Library	Yes
	Computer labs	Full onsite	Full onsite	0	
	Tutoring	Distance	Distance	0	
Public Services					
	Performing Arts	PAC	PAC	0	
	Library	Yes	No	- Library	Yes
	Public Facility Use	ALL	LC and PAC	-SNC	Partial
	Public Facility Lease	No	Yes		



3. Changes in expenditures

Silver Creek Campus		Current	Proposed	Change	Moved	Eliminated
General Fund						
	Instruction	\$ 765,000	\$ 500,000	\$ -265,000	\$265,000	\$ 0
	Academic Support	296,000	188,000	-108,000	0	-108,000
	Student Services	283,000	159,000	-124,000	29,000	-95,000
	Institutional Support	463,000	274,000	-189,000	0	-189,000
	Facility O&M	284,000	183,000	-101,000	80,000	-21,000
	TOTAL	\$2,091,000	\$1,304,000	\$ -787,000	\$374,000	\$ -413,000
Capital (expenditures over 10 years)						
	Instruction	\$104,000	0	\$ -104,000	\$104,000	\$ 0
	Student Services	7,000	0	-7,000	0	-7,000
	Institutional Support	91,000	76,000	-15,000	0	-15,000
	Facility O&M	366,000	311,000	-55,000	0	-55,000
	TOTAL	\$ 568,000	\$ 387,000	\$ -181,000	\$104,000	\$ -77,000
Auxiliary						
	Revenues	\$ 213,000	\$ 213,000			
	Expenditures	289,000	289,000			
	Excess Expenditures	\$ 76,000	\$ 76,000			
Restricted						
	Instruction	\$ 22,000	\$ 22,000			
	Public Service	6,000	6,000			
	Student Services	71,000	71,000			
	Institutional Support	5,000	5,000			
	TOTAL	\$ 104,000	\$ 104,000			



4. Changes in the capital expenditures
 - a. Remodeling of the Silver Creek Campus Learning Center is expected not to exceed \$750,000. Please note that this capital improvement cost will be excludable from the expenditure limit and would be undertaken by external contractors.
 - b. Other areas of the capital budget are not expected to change significantly with all distance education components of the capital budget remaining intact and deferred maintenance remaining unchanged. Minor reductions in ongoing capital expenditures are expected due to the reduced need of equipping office and library spaces with computers and peripheral equipment.
 - c. No new facility needs were identified during the master facilities planning process.

Estimated timing of proposed changes at Silver Creek Campus

- Phase 1: Course scheduling complete by 3/13/15
- Phase 2: Architectural draft design for renovations by 5/15/15
- Phase 3: Issue RFP for renovations and complete bid process by 7/1/15
- Phase 4: Move faculty to newly assigned locations by 7/31/15
- Phase 5: IS implementation/completion of reconfigured classrooms and offices by 8/15/15
- Phase 6: Initiate classes at SCC by 8/1/15
- Phase 7: Complete facility renovations/complete closure of library by 12/31/15



REQUEST TO ACCEPT THE AUDITED ANNUAL BUDGETED EXPENDITURE LIMITATION REPORT

Recommendation:

Staff recommends acceptance of the audited 2013-14 Annual Budgeted Expenditure Limitation Report (ABELR).

Summary:

The 2014 ABELR has been audited by the Office of the Auditor General (OAG) and a copy of the audited report has been provided by the OAG directly to the District Governing Board along with a summary of the report. The audited report also follows this recommendation and summary. The report indicates expenditures for the fiscal year met the statutory expenditure limitation of \$14,894,360, with \$1,134,433 of carryforward expended in the current year and with \$ 3,583,793 carried forward to future years.

The amounts carried forward will provide additional flexibility in addressing expected expenditure limitation issues. Staff is in consultations with the OAG to finalize documentation of the current accumulation of carryforward.

The Annual Budgeted Expenditure Limitation Report (ABELR) for the fiscal year ending 2014 incorporates proposed reconciling adjustments.





A REPORT
TO THE
ARIZONA LEGISLATURE

Financial Audit Division

Expenditure Limitation Report

Navajo County Community College District

(Northland Pioneer College)
Year Ended June 30, 2014



Debra K. Davenport
Auditor General

The **Auditor General** is appointed by the Joint Legislative Audit Committee, a bipartisan committee composed of five senators and five representatives. Her mission is to provide independent and impartial information and specific recommendations to improve the operations of state and local government entities. To this end, she provides financial audits and accounting services to the State and political subdivisions, investigates possible misuse of public monies, and conducts performance audits of school districts, state agencies, and the programs they administer.



The Auditor General's reports are available at:

www.azauditor.gov

Printed copies of our reports may be requested by contacting us at:

Office of the Auditor General

2910 N. 44th Street, Suite 410 • Phoenix, AZ 85018 • (602) 553-0333

Navajo County Community College District
(Northland Pioneer College)
Annual Budgeted Expenditure Limitation Report
Year Ended June 30, 2014

Table of Contents	Page
Independent Accountants' Report	1
Annual Budgeted Expenditure Limitation Report—Part I	3
Annual Budgeted Expenditure Limitation Report—Part II	4
Notes to Annual Budgeted Expenditure Limitation Report	5



DEBRA K. DAVENPORT, CPA
AUDITOR GENERAL

STATE OF ARIZONA
OFFICE OF THE
AUDITOR GENERAL

MELANIE M. CHESNEY
DEPUTY AUDITOR GENERAL

Independent Accountants' Report

Members of the Arizona State Legislature

The Governing Board of
Navajo County Community College District

We have examined the accompanying Annual Budgeted Expenditure Limitation Report of Navajo County Community College District for the year ended June 30, 2014. This report is the responsibility of the District's management. Our responsibility is to express an opinion on this report based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and, accordingly, included examining, on a test basis, evidence supporting the amounts and disclosures in the report and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion.

In our opinion, the Annual Budgeted Expenditure Limitation Report of Navajo County Community College District referred to above presents, in all material respects, the information prescribed by the uniform expenditure reporting system as described in Note 1.

Jay Zsorey, CPA
Financial Audit Director

January 16, 2015

(This page is left intentionally blank)

Navajo County Community College District
 (Northland Pioneer College)
 Annual Budgeted Expenditure Limitation Report—Part I
 Year Ended June 30, 2014

1. Economic Estimates Commission expenditure limitation		\$14,894,360
2. Total amount subject to the expenditure limitation (from Part II, Line C)	\$15,329,552	
3. Less expenditures of monies received pursuant to Arizona Revised Statutes (A.R.S.) §15-1472 (workforce development)	435,192	
4. Adjusted amount subject to the expenditure limitation		14,894,360
5. Amount under the expenditure limitation		\$ -

I hereby certify, to the best of my knowledge and belief, that the information contained in this report is accurate and in accordance with the requirements of the uniform expenditure reporting system.

Signature of Chief Fiscal Officer: _____

Name and Title: V. Blaine Hatch, Vice President for Administrative Services

Telephone Number: (928) 524-7440 Date: January 16, 2015

See accompanying notes to report.

Navajo County Community College District
(Northland Pioneer College)
Annual Budgeted Expenditure Limitation Report—Part II
Year Ended June 30, 2014

Description	Current Funds			Plant Funds	
	Unrestricted		Restricted	Unexpended	
	General	Auxiliary Enterprises		Unexpended	Total
A. Total budgeted expenditures	\$ 19,741,559	\$ 553,558	\$ 4,430,571	\$ 3,494,011	\$ 28,219,699
B. Less exclusions claimed:					
Debt service requirements on other long-term obligations	21,729				21,729
Dividends, interest, and gains on the sale or redemption of investment securities	148,526				148,526
Grants and aid from the federal government (Note 2)			4,126,352		4,126,352
Grants, aid, contributions, or gifts from a private agency, organization, or individual, except amounts received in lieu of taxes			304,219		304,219
Amounts accumulated for the purchase of land, and the purchase or construction of buildings or improvements (Note 3)				1,832,137	1,832,137
Contracts with other political subdivisions (Note 2)	3,987,370				3,987,370
Tuition and fees (Note 4)	1,335,381				1,335,381
Prior years carryforward (Note 5)	1,134,433				1,134,433
Total exclusions claimed	6,627,439		4,430,571	1,832,137	12,890,147
C. Amounts subject to the expenditure limitation	\$ 13,114,120	\$ 553,558	\$ -	\$ 1,661,874	\$ 15,329,552

See accompanying notes to report.

Navajo County Community College District
(Northland Pioneer College)
Notes to Annual Budgeted Expenditure Limitation Report
Year Ended June 30, 2014

Note 1 - Summary of Significant Accounting Policies

The Annual Budgeted Expenditure Limitation Report (ABELR) is presented as prescribed by the Uniform Expenditure Reporting System (UERS), as required by Arizona Revised Statutes (A.R.S.) §41-1279.07. The ABELR excludes expenditures of certain revenues specified in the Arizona Constitution, Article IX, §21, from the total budgeted expenditures.

The information reported in both the ABELR and the financial statements is derived from the same underlying accounting data. However, the formats of the ABELR and the financial statements differ. The ABELR presents budgeted expenditures, exclusions, and amounts subject to the limitation by fund type as required by A.R.S. §41-1279.07. The financial statements present the net position, changes in net position, and cash flows in accordance with U.S. generally accepted accounting principles.

In accordance with the UERS requirements, a note to the ABELR is presented below for any exclusion reported in the Total column on Part II that cannot be traced directly to an amount reported in the annual financial statements.

Note 2 - The following schedule presents revenues from which exclusions have been claimed for grants and aid from the federal government and contracts with other political subdivisions:

Statement of Revenues, Expenses, and Changes in Net Position—Primary Government:		Annual Budgeted Expenditure Limitation Report:	
Government contracts	\$ 3,156,936	Grants and aid from the federal government	\$ 4,126,352
Government grants	4,740,596	Contracts with other political subdivisions	<u>3,987,370</u>
State appropriations	<u>7,160,800</u>	Total exclusions claimed	<u>8,113,722</u>
Total	<u>\$15,058,332</u>	Other revenues (nonexcludable)	<u>6,944,610</u>
		Total	<u>\$15,058,332</u>

Note 3 - Of the \$2,539,774 reported as purchase and construction of capital assets on the Statement of Cash Flows—Primary Government, \$1,832,137 was expended from amounts authorized and accumulated for the purchase of land, and the purchase or construction of buildings or improvements and was, therefore, claimed as an exclusion.

Navajo County Community College District
 (Northland Pioneer College)
 Notes to Annual Budgeted Expenditure Limitation Report
 Year Ended June 30, 2014

Note 4 - The District does not budget tuition and fees revenues net of scholarship allowances. Of the gross tuition and fees of \$4,919,174 reported on the Statement of Revenues, Expenses, and Changes in Net Position—Primary Government, \$1,335,381 was expended and claimed as a tuition and fees exclusion. The remaining \$3,583,793 has been carried forward to future years.

Note 5 - Prior years carryforward consists of constitutionally excludable revenues unexpended in the year of receipt that have been accumulated and were expended in the current year as follows:

Description	Current General Fund
Tuition and fees	<u>\$1,134,433</u>
Total prior years carryforward expended	<u>\$1,134,433</u>



REQUEST TO APPROVE ADJUSTMENT TO FISCAL YEAR 2013-14 ADOPTED BUDGET

Recommendation:

Staff recommends approval of the adjustments to the Fiscal Year 2013-2014 adopted budget.

Summary:

The Annual Budgeted Expenditure Limitation Reports (ABELR) for the fiscal year ending June 30, 2014 incorporates adjustments to reconcile the budgeted expenditures with the actual expenditures for the fiscal year. The details of the budget adjustments are included in the attached document.



ADJUSTMENT TO FISCAL YEAR 2014 ADOPTED BUDGET

The proposed adjustment to the adopted budget is an outcome of the completed financial audit for the fiscal year ended June 30, 2014. The expenditure limitation report is under review by the State of Arizona Office of the Auditor General.

The adopted budget in the fiscal year ended June 30, 2014 for the General Fund, Auxiliary Enterprises Fund, Restricted Fund, and Unexpended Plant Fund were \$25,432,135, \$556,000, \$7,000,000, and \$12,199,300, respectively. As the District did not spend all of the General Fund, Auxiliary Enterprises Fund, Restricted Fund, and Unexpended Plant Fund, as of June 30, 2014, the budgets for these funds were reduced to the actual expenditure amounts of \$19,741,559, \$553,558, \$4,430,571 and \$3,494,011, respectively.

The following summarizes the original adopted budget, the revisions, and the actual expenditures reported for the year ended June 30, 2014.

	General Fund	Auxiliary Enterprises Fund	Restricted Fund	Unexpended Plant Fund	Total
Adopted Budget	\$ 25,432,135	\$ 556,000	\$ 7,000,000	\$ 12,199,300	\$ 45,187,435
Budget Adjustment	(5,690,576)	(2,442)	(2,569,429)	(8,705,289)	\$ (16,967,736)
Revised Budget	19,741,559	553,558	4,430,571	3,494,011	\$ 28,219,699
Actual Expenses	19,741,559	553,558	4,430,571	3,494,011	\$ 28,219,699
Variance	\$ -	\$ -	\$ -	\$ -	\$ -

2015-16 INTRODUCTORY BUDGET ANALYSIS

Summary:

GENERAL FUND REVENUE TRENDS

Overall revenues are expected to increase by just over \$1.1 million compared to current fiscal year.

State funding expected to decreased by approximately \$36,000 due to declines in both enrollment and increase in equalization aid by \$566,000 due to a narrowing of the gap to the rural net assessed valuation average. The net increase in State funding is expected to be \$530,000.

With the proposed tuition increase of \$2 per credit overall tuition and fee revenues are expected to increase by \$100,000 compared to the current year.

Primary property tax is assumed to be levied at the maximum rate, which is 2% higher than current year tax levy and will require a truth-in-taxation hearing. Property tax valuation is continuing to decline however the rate has slowed to about 3%. New construction in Navajo County increased by about 15% to just over \$11 million in 2014. The maximum levy equals an increase in the current tax rate of \$1.6610/\$100 NAV to a rate of \$1.7423, which results in increased revenues of nearly \$474,000.

CAPITAL FUND REVENUE TREND

The proposed Executive and Legislative budget provide \$345,500 in funding for STEM-related activities, an reduction of \$30,000 from the current year appropriation. All other Capital Fund revenue will be transferred from the general fund.

OTHER FUNDS REVENUE TRENDS

No notable changes are anticipated in revenues for other funds.

GENERAL FUND EXPENDITURE TREND

As a result of input through the approved shared Governance process for making wage and salary recommendations, a recommendation for a 2% increase is proposed for all staff except Administrators, who are proposed to receive a 1% increase. The total additional expenditure is approximately \$230,000.

Benefit cost increases include an anticipated increase on the employee base health insurance of 4% totaling about \$60,000 in additional cost. Changes plan benefits are likely. A high deductible health insurance plan is available to all employees as a lower premium option.

Arizona State Retirement System cost reductions for employer match increase from 11.6% to 11.47% totals approximately \$10,000.

OTHER FUNDS EXPENDITURE TRENDS



No notable changes are anticipated in expenditures for other funds.



Northland Pioneer College

Post Office Box 610 • Holbrook, AZ 86025 • (928) 524-7311 • Fax (928) 524-7312 • www.npc.edu

STRATEGIC PLANNING AND BUDGET DEVELOPMENT CALENDAR

FISCAL YEAR 2015 – 2016

APPROVED

ACTIVITY	RESOURCE	DUE BY
1. Receive and approve budget calendar	DGB	✓18 November
2. ERC receives wage/salary recommendations	FA-CASO	✓15 December
3. Review current three-year strategic plan	DGB	✓16 December
4. Receive and approve budget assumptions & overview	DGB	✓16 December
5. Review current strategic plan and current budget	Budget Managers	✓19 December
6. Distribute materials for departmental operational & capital	Director Fin Svcs	✓5 January
7. College Council receives wage & salary recommendation	ERC	✓5 January
8. Receive departmental operational & capital requests	Executive Team	✓2 February
9. President receives wage & salary recommendation	College Council/SPASC	✓2 February
10. Executive review of operational & capital budget	Executive Team	✓9 February
11. Receive introductory budget analysis	DGB	17 February
12. Receive wage and salary recommendation	DGB	17 February
13. Receive tuition and fee schedules	DGB	17 February
14. Budget hearings	SPASC co-chairs Director Fin Svcs Budget Managers	2 March
15. Receive preliminary budget analysis	DGB	17 March
16. Approve tuition and fee schedules	DGB	17 March
17. Approve salary schedules	DGB	17 March
18. Receive complete budget analysis	DGB	21 April
19. Approve budget publication	DGB	21 April
20. Adopt tentative current budget & three-year capital budget	DGB	21 April
21. Publish notice of budget public hearing/TNT hearing	VP Adm Svcs	1 May
22. Notice of TNT hearing second publication	VP Adm Svcs	8 May
23. Publish notice of budget public hearing/TNT hearing	VP Adm Svcs	13 May
24. Public hearing conducted for taxpayers	DGB	19 May
25. Final current budget and three-year capital budget adopted	DGB	19 May
26. Notify PTOC of primary property tax levy	VP Adm Svcs	20 May
27. Submit Tax levy to Navajo County	VP Adm Svcs	20 May

Northland Pioneer College
Approved Budget Development Assumptions
FY 2015-16

GENERAL ASSUMPTIONS

- Budget Development Calendar will be followed
- Introductory budget analysis for DGB in February will be prior to budget hearings and will be limited to an overview of expenditure and revenue trends.
- Preliminary budget analysis for DGB in March will include a detailed examination of budget planning similar to prior year preliminary budget analyses
- Statutory Expenditure Limit will be breached.
- Carry-forward is available to address short-term issues and expenditures will not be restricted by statutory expenditure limitations, however, identification and recommendation for cost savings actions will be identified

REVENUE ASSUMPTIONS

- Overall revenues are expected to increase compared to current fiscal year by a total of about \$1 million or three percent of the general fund
- Equalization State funding expected to increase in FY15-16 by approximately \$551,000 and Operational State Aid is expected to decline by \$36,000 for a net increase of \$515,000
- Each \$1 increase in tuition is estimated to generate \$50,000 in additional revenue - tuition and general fees will be set at a rate that
 - (A) Gives consideration to the impact on students, student enrollment, and student retention rates
 - (B) Increases incrementally
 - (C) Is competitive in our market by maintaining a comparative position to the average overall tuition and general fees at other Arizona community colleges
- Course fees will be set at a rate calculated to offset expendable supplies and equipment
- Primary property tax will be levied at the maximum rate, which is two percent higher than current year tax plus new construction and will require a truth-in-taxation hearing. Property tax valuation is expected to continue to decline causing a greater than two percent increase in the current tax rate of \$1.6610/\$100 Net Assessed Valuation. The growth in property tax levy associated with new construction is estimated to be approximately \$150,000 and the maximum two percent increase will generate about \$285,000 for a total revenue increase of \$435,000
- Other revenues will be estimated based on historical information and emerging trends

EXPENDITURE ASSUMPTIONS

- Overall general fund expenditures are expected to be flat or decrease compared to current fiscal year
- Items in budget requests will be linked to the current **NPC Strategic Plan** through operational plans developed at the division or departmental level. Any budget amounts that are higher than current budget **or** actual historical spending will require **justification and will be reviewed during the budget hearing process.**
- Budget requests for operational and capital expenditures will be completed by **Monday, February 2, 2015.**

- SALARY SCHEDULES will be developed with
 - (A) Incrementally increasing rates
 - (B) Consideration to competitive market conditions with the goal to maintain a comparative position to the average increases/rates at other local public entities, other Arizona community colleges, and other similar institutions.
 - (C) Consideration to salary recommendations received through the shared governance process
- BENEFITS will be developed with
 - (A) No major changes expected in plan benefit structure or options
 - (B) Consideration on impacts from third-party partnerships
 - (1) Navajo County Schools Employee Benefit Trust for medical and dental insurance
 - (2) Arizona State Retirement System for retirement contributions
- Education partner relationships will be maintained
 - (A) Apache County
 - (B) NAVIT
 - (C) Dual enrollment
 - (D) Other
- CAPITAL budget requests will be developed for a three-year period (2015 – 2018). The State STEM aid formula calls for a \$30,000 reduction in funding in the fiscal year ending June 30, 2016, however equipment purchases identified for the fiscal year will be tied to the actual state appropriation
- GRANT funding will continue to be identified and pursued
- AUXILIARY fund activities will be maintained

**Northland Pioneer College
Budget Development Assumptions
FY 2015-16**

Budget Categories & Targets:

Revenues	<ul style="list-style-type: none"> • Budget will be prepared by Administrative Services
Salaries/Wages & Benefits	<ul style="list-style-type: none"> • Budget will be prepared by Administrative Services except for the following wages that budget managers will <u>include in budget requests:</u> <ul style="list-style-type: none"> ○ Adjunct faculty ○ Faculty overload ○ Temporary employee ○ Lab aid ○ Substitute faculty
Operating Expenditures	<ul style="list-style-type: none"> • Funding expected to remain level in FY 14-15. • Budget requests should reflect only those items identified in division or departmental operational plans. • Any new programs/services must demonstrate linkage to the adopted strategic plan.
Capital Expenditures	<ul style="list-style-type: none"> • All requests for funding will be linked to revenues from the operational budget, grant funds, or reserved funds. • Minimal state funding for STEM is expected to continue.

Community Colleges

Arizona’s community colleges provide programs and training in the arts, sciences and humanities, and vocational education leading to an Associate’s degree, Certificate of Completion, or transfer to a Baccalaureate degree-granting college or university.

Link to the [AGENCY'S STRATEGIC PLAN](#)

Link to the [AGENCY'S WEBSITE](#)

All numbers representing dollars are expressed in thousands.

Agency Budget Summary

	FY 2014 Actual	FY 2015 Exp.Plan	FY 2016 Net Change	FY 2016 Exec. Rec.
General Fund	69,508.7	71,906.4	(10,122.8)	61,783.6
Agency Total	69,508.7	71,906.4	(10,122.8)	61,783.6

Main Points of Executive Recommendations

	FY 2016
Reduction in State Aid	(8,788.1)

Major Executive Initiatives and Funding Recommendations

Reduction in State Aid

The Executive recommends a reduction in all State Aid formulas for the Maricopa, Pima, and Pinal community college districts.

Community college districts are funded primarily through local property tax levies, student tuition and federal grants. General Fund appropriations make up less than five percent of total revenue for each of the aforementioned districts. The Executive recommends reducing by half the funding generated by the statutory Operating State Aid formula and the Science, Technology, Engineering and Mathematics/Workforce Program State Aid formula.

Funding	FY 2016
General Fund	(8,788.1)
Issue Total	(8,788.1)

Baseline Recommendations

Operating State Aid Formula Adjustment

The Operating State Aid Formula is based on enrollment changes from the previous year in each community college district. The Executive recommends reducing Operating State Aid in FY 2016 to community colleges, pursuant to A.R.S. § 15-1466.

Equalization Aid Formula Adjustment

The Equalization State Aid Formula is constructed to provide support to community college districts that have an insufficient property tax base compared to the minimum assessed value as described in A.R.S. § 15-1402. The Executive recommends adjusting the appropriation to Cochise, Graham and Navajo counties by, respectively, \$448,900, (\$509,000) and \$553,600, based on the formula outlined in A.R.S. § 15-1468.

Funding	FY 2016
General Fund	493.5
Issue Total	493.5

STEM Formula Funding

A.R.S. § 15-1464 outlines the State Aid formula to calculate General Fund appropriations to be used for science, technology, engineering and mathematics (STEM) and workforce programs at the community colleges.

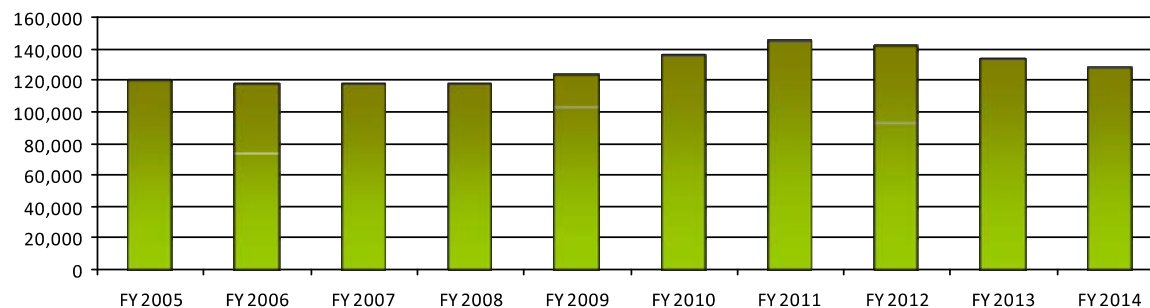
The Executive's recommendation is determined by (a) funding the rate for both dual and non-dual enrollment per full-time student equivalents per statutory formula and (b) excluding the Maricopa and Pima community college districts from the formula.

The Executive recommends a baseline appropriation of \$7.6 million from the General Fund to the community colleges for the STEM and workforce programs in FY 2016. This represents a decrease of (\$457,600) to the base formula funding provided in FY 2015, while continuing to provide \$1.4 million and \$600,000 for Maricopa and Pima, respectively.

Funding	FY 2016
General Fund	(298.7)
Issue Total	(298.7)

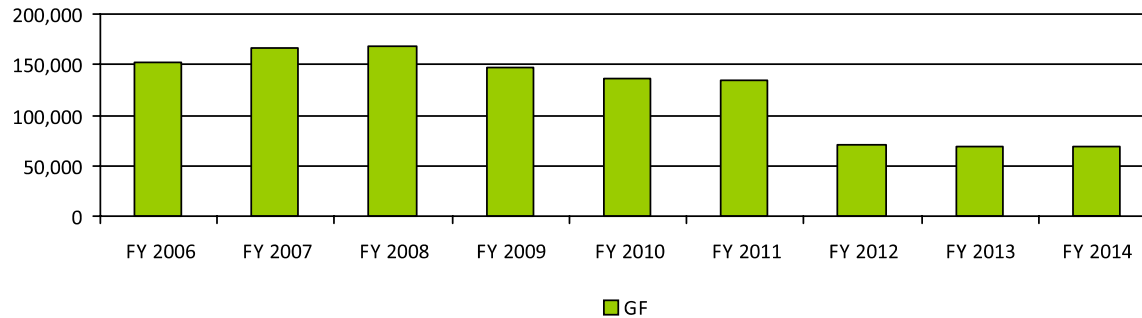
Recommended standard adjustments for all agencies' rent, retirement contributions, and payments for risk management are listed separately after the Department of Weights and Measures section. Those dollar amounts are not incorporated in the totals shown here, but are included as part of the Executive Budget Recommendation.

Full-Time Equivalent Student Enrollment



Agency Expenditures

(in \$1,000s)



In FY 2012, there was a total operating expenditure reduction of (6.2)% allocated across the Community College system, reflected here in the reduction between General Fund expenditures in FY 2011 and FY 2012.

Recommended State Appropriations

BY PROGRAM	FY 2014	FY 2015	FY 2016	FY 2016
	Actual	Approp.	Net Change	Exec. Rec.
	3,268.4	3,195.5	0.0	3,195.5
Capital Outlay State Aid	2,000.0	8,156.1	(1,751.2)	6,404.9
Dine College	2,625.0	2,625.0	0.0	2,625.0
Equalization Aid	26,301.7	24,179.3	493.5	24,672.8
Operating State Aid	34,464.8	32,476.7	(8,865.1)	23,611.6
Rural County Reimbursement Subsidy	848.8	1,273.8	0.0	1,273.8
Agency Total - Appropriated Funds	69,508.7	71,906.4	(10,122.8)	61,783.6

BY EXPENDITURE OBJECT	FY 2014	FY 2015	FY 2016	FY 2016
	Actual	Approp.	Net Change	Exec. Rec.
Aid to Others	67,508.7	63,750.3	(9,824.1)	53,926.2
Capital Outlay	2,000.0	8,156.1	(298.7)	7,857.4
Agency Total - Appropriated Funds	69,508.7	71,906.4	(10,122.8)	61,783.6

BY APPROPRIATED FUND	FY 2014	FY 2015	FY 2016	FY 2016
	Actual	Approp.	Net Change	Exec. Rec.
General Fund	69,508.7	71,906.4	(10,122.8)	61,783.6
Agency Total - Appropriated Funds	69,508.7	71,906.4	(10,122.8)	61,783.6

CLICK ON FUND NAME FOR THE FUND'S SOURCES AND USES REPORT

Link to the [17 February 2015 DGB Packet](#) MONTHLY CASH-FLOW REPORTS

Special Line Appropriations

	FY 2014 Actual	FY 2015 Approp.	FY 2016 Net Change	FY 2016 Exec. Rec.
Capital Outlay Cochise	450.4	1,236.7	(86.8)	1,149.9
Capital Outlay Coconino	147.5	426.9	(3.8)	423.1
Capital Outlay Gila	50.0	142.8	18.1	160.9
Capital Outlay Graham	218.1	640.5	(71.2)	569.3
Capital Outlay Maricopa	0.0	1,400.0	(700.0)	700.0
Capital Outlay Mohave	211.7	593.7	(16.0)	577.7
Capital Outlay Navajo	122.6	375.4	(30.1)	345.3
Capital Outlay Pima	0.0	600.0	(300.0)	300.0
Capital Outlay Pinal	257.7	1,009.3	(556.8)	452.5
Capital Outlay Santa Cruz	16.7	45.4	7.7	53.1
Capital Outlay Yavapai	248.6	802.9	2.9	805.8
Capital Outlay Yuma/La Paz	276.7	882.5	(15.2)	867.3
Dine College	2,625.0	2,625.0	0.0	2,625.0
Equalization Cochise	4,712.4	3,870.5	448.9	4,319.4
Equalization Graham	16,075.1	15,025.5	(509.0)	14,516.5
Equalization Navajo	5,514.2	5,283.3	553.6	5,836.9
Operating Cochise	5,710.1	5,343.4	(138.0)	5,205.4
Operating Coconino	1,840.4	1,775.8	(4.6)	1,771.2
Operating Gila	370.7	346.3	21.8	368.1
Operating Graham	2,345.7	2,261.3	(86.0)	2,175.3
Operating Maricopa	7,913.3	7,409.5	(4,071.2)	3,338.3
Operating Mohave	1,659.4	1,543.3	(19.3)	1,524.0
Operating Navajo	1,646.6	1,618.2	(36.3)	1,581.9
Operating Pima	7,136.6	6,493.5	(3,445.5)	3,048.0
Operating Pinal	2,135.0	2,023.9	(1,074.8)	949.1
Operating Santa Cruz	58.7	47.9	9.4	57.3
Operating Yavapai	893.9	887.0	3.5	890.5
Operating Yuma/La Paz	2,754.4	2,726.6	(24.1)	2,702.5
Rural County Allocation	3,268.4	3,195.5	0.0	3,195.5
Rural County Reimbursement Subsidy	848.8	1,273.8	0.0	1,273.8
Agency Total - Appropriated Funds	69,508.7	71,906.4	(10,122.8)	61,783.6

The Executive recommends a lump-sum appropriation to the agency with special lines.

Arizona Community Colleges

	FY 2014 ACTUAL	FY 2015 ESTIMATE	FY 2016 BASELINE
SPECIAL LINE ITEMS			
Operating State Aid			
Cochise	5,710,100	5,343,400	5,206,000
Coconino	1,840,400	1,775,800	1,771,200
Gila	370,700	346,300	368,100
Graham	2,345,700	2,261,300	2,175,600
Maricopa	7,913,300	7,409,500	6,681,400
Mohave	1,659,400	1,543,300	1,524,000
Navajo	1,646,600	1,618,200	1,582,100
Pima	7,136,600	6,493,500	6,094,900
Pinal	2,135,000	2,023,900	1,903,500
Santa Cruz	58,700	47,900	57,300
Yavapai	893,900	887,000	890,300
Yuma/La Paz	2,754,400	2,726,600	2,702,500
<i>Subtotal - Operating State Aid</i>	34,464,800	32,476,700	30,956,900
STEM and Workforce Programs State Aid			
Cochise	450,400	1,236,700	1,150,000
Coconino	147,500	426,900	423,200
Gila	50,000	142,800	160,900
Graham	218,100	640,500	569,500
Maricopa	0	1,400,000	1,400,000
Mohave	211,700	593,700	577,700
Navajo	122,600	375,400	345,500
Pima	0	600,000	600,000
Pinal	257,700	1,009,300	909,500
Santa Cruz	16,700	45,400	53,100
Yavapai	248,600	802,900	805,700
Yuma/La Paz	276,700	882,500	867,300
<i>Subtotal - STEM and Workforce Programs State Aid</i>	2,000,000	8,156,100	7,862,400
Equalization Aid			
Cochise	4,712,400	3,870,500	4,332,800
Graham	16,075,100	15,025,500	14,538,800
Navajo	5,514,200	5,283,300	5,849,400
<i>Subtotal - Equalization Aid</i>	26,301,700	24,179,300	24,721,000
Rural County Allocation	3,268,400	3,195,500	3,195,500
Rural County Reimbursement Subsidy	848,800	1,273,800	1,273,800
Tribal Community Colleges	2,625,000	2,625,000	2,625,000
AGENCY TOTAL	69,508,700	71,906,400	70,634,600
FUND SOURCES			
General Fund	69,508,700	71,906,400	70,634,600
SUBTOTAL - Appropriated Funds	69,508,700	71,906,400	70,634,600
Other Non-Appropriated Funds	17,062,300	17,696,600	17,696,600
TOTAL - ALL SOURCES	86,571,000	89,603,000	88,331,200

AGENCY DESCRIPTION — The Arizona community college system is comprised of 10 college districts and 2 provisional districts. Arizona’s community colleges provide programs and training in the arts, sciences and humanities, and vocational education leading to an Associate’s degree, Certificate of Completion, or transfer to a Baccalaureate degree-granting college or university.

Operating State Aid

The Baseline includes \$30,956,900 from the General Fund in FY 2016 for Operating State Aid. FY 2016 adjustments would be as follows:

FY 2016
Enrollment Changes **GF** **\$(1,519,800)**

The Baseline includes a decrease of \$(1,519,800) from the General Fund in FY 2016 to fund the statutory formula for Operating State Aid.

This amount funds statutory formula costs for a (5,832), or (4.4%), decrease in Full Time Student Equivalent (FTSE) students in community colleges statewide (see Table 1). The (5,832) net FTSE decrease consists of a (6,156) FTSE decrease in non-dual enrollment students and a 324 FTSE increase in dual enrollment students. A.R.S. § 15-1466.01 requires dual enrollment students be funded at 50% for state aid purposes. Dual enrollment refers to high school students who are enrolled in community college courses for both high school and community college credit.

Table 1

Community College Enrollment			
	FY 2013	FY 2014	Percentage
District	FTSE	FTSE	Change
Cochise	7,766	7,221	(7.0)%
Coconino	2,099	2,092	(0.3)%
Gila	703	785	11.7 %
Graham	3,107	2,765	(11.0)%
Maricopa	81,218	78,454	(3.4)%
Mohave	2,987	2,919	(2.3)%
Navajo	1,962	1,825	(7.0)%
Pima	19,514	17,963	(7.9)%
Pinal	4,822	4,354	(9.7)%
Santa Cruz	218	254	16.5 %
Yavapai	3,984	4,002	0.5%
Yuma/La Paz	5,537	5,451	(1.6)%
Total	133,917	128,085	(4.4)%

Background – The Operating State Aid Special Line Items provide each community college district with funds for continuing operating and maintenance expenses pursuant to A.R.S. § 15-1466. The Operating State Aid formula adjusts state aid in an amount that reflects changes in the FTSE enrollment count. This enrollment adjustment is calculated by multiplying the change in the most recent year’s actual FTSE for each district by the average state aid per FTSE appropriated in the current fiscal year. (For FY 2016, the last actual FTSE data was from FY 2014.)

STEM and Workforce Programs State Aid

The Baseline includes \$7,862,400 from the General Fund in FY 2016 for Science, Technology, Engineering and Mathematics (STEM) and Workforce Programs State Aid (formerly Capital Outlay State Aid). FY 2016 adjustments would be as follows:

Enrollment Changes **GF** **(293,700)**

The Baseline includes a decrease of \$(293,700) from the General Fund in FY 2016 for STEM and Workforce Programs State Aid.

In FY 2015, the budget included \$6,156,100 to fully fund the STEM formula for rural districts, and \$2,000,000 to fund STEM for Maricopa and Pima (\$1,400,000 and \$600,000 respectively).

The Baseline continues to fully fund the formula for rural districts. In FY 2014, there was a net decrease of (1,517) FTSE in rural enrollment, which reduces funding by \$(293,700) under the formula.

The Baseline continues to provide \$1,400,000 for Maricopa and \$600,000 for Pima in FY 2016 for STEM aid. If fully funded, Maricopa would receive \$12,207,100 and Pima would receive \$2,856,300. To provide full formula funding for all of the districts would cost an additional \$13,063,400 in FY 2016.

Background – The STEM and Workforce Programs Special Line Items provide the community college districts with funds for partnerships, faculty, technology equipment, student services, facilities, and property needs pursuant to A.R.S. § 15-1464.

The STEM and Workforce Programs State Aid formula provides per capita funding to districts based on the district’s size and the most recent year’s actual audited FTSE. The statutory formula provides \$210 per FTSE for districts with 5,000 or less FTSE or \$160 per FTSE for districts with greater than 5,000 FTSE.

Equalization Aid

The Baseline includes \$24,721,000 from the General Fund in FY 2016 for Equalization Aid. FY 2016 adjustments would be as follows:

Property Value Changes GF 541,700

The Baseline includes an increase of \$541,700 from the General Fund in FY 2016 to reflect increased formula costs for funding Equalization Aid due to assessed valuation changes. Detail of specific district changes is shown in *Table 2*.

Table 2
FY 2016 Equalization Funding Changes

<u>District</u>	<u>FY 2015</u>	<u>Year-over- Year Change</u>	<u>FY 2016</u>
Cochise	\$3,870,500	\$462,300	\$4,332,800
Graham	15,025,500	(486,700)	14,538,800
Navajo	5,283,300	566,100	5,849,400
Total	\$24,179,300	\$541,700	\$24,721,000

Background – The Equalization Special Line Items provide additional state aid to community college districts with property tax bases that are less than the minimum assessed value specified in A.R.S. § 15-1402. Under the Equalization Aid formula, the minimum assessed valuation is revised by the average change in actual assessed valuation for the most recent year for all rural districts with populations of less than 500,000 persons. For the FY 2016 Equalization Aid formula calculation, the minimum assessed valuation decreased (1.3)% to \$1.27 billion. (See *Table 3 for the calculation of the growth rate.*)

Table 3
**Equalization Growth Factor
for Tax Years (TY) 2013-2014**

<u>District</u>	<u>TY 2013 Primary AV</u>	<u>TY 2014 Primary AV</u>	<u>TY 2013- 2014 % Growth</u>
Cochise*	\$1,006,475,400	\$955,719,000	(5.0)%
Graham*	192,240,700	210,752,700	9.6 %
Navajo*	903,351,900	845,016,700	(6.5)%
Coconino	1,519,086,300	1,518,999,200	0.0 %
Mohave	1,771,371,900	1,727,682,200	(2.5)%
Pinal	1,988,882,400	2,004,274,800	0.8 %
Yavapai	2,232,629,600	2,217,272,800	(0.7)%
Yuma/LaPaz	1,328,950,800	1,318,636,200	(0.8)%
Total	\$10,942,989,000	\$10,798,353,600	(1.3)%
Minimum AV	\$1,288,994,100	\$1,271,979,400	(1.3)%

* These districts qualify to receive Equalization Aid under the state funding formula.

Equalization Aid is paid based on the difference between the minimum assessed valuation and the most recent actual assessed valuation for the district. Equalization Aid is calculated at the lesser of \$1.37 per \$100 of the district's assessed valuation or the district's levy rate.

As noted in *Table 3*, the average rural district assessed value declined by (1.3)%, in TY 2014. In comparison, Cochise declined by (5.0)% and Navajo declined by (6.5)%. By declining more than the average district, Cochise and Navajo qualify for more aid. Graham property values increased by 9.6%. Since Graham came

closer to the minimum assessed value (which declined 1.3%) they qualify for less aid.

In any one year a district's equalization assistance will depend on 1) whether the district falls below the minimum threshold (\$1.27 billion in FY 2016) and 2) whether the district's change in assessed value was less than the rural districts' average and 3) the applicable tax rate.

Rural County Allocation

The Baseline includes \$3,195,500 from the General Fund in FY 2016 for Rural County Allocation. This amount is unchanged from FY 2015.

Background - The Rural County Allocation Special Line Item facilitates payment to community college districts for students enrolled from counties that are not a part of an established community college district. If a county is not part of a community college district, it is responsible for the cost of their students attending community college in another county. A.R.S. § 15-1469.01 provides that the General Fund will pay the initial cost for these counties and then the state will withhold these counties' sales tax revenues to offset that cost; therefore there is no net General Fund impact. The FY 2014 expenditure of \$3,268,400 was offset by corresponding reductions in the counties' sales tax apportionment. The payments made on behalf of the counties are not included in county expenditure limits established in the Arizona Constitution. The county payments are partially offset by a state subsidy. (See next Special Line Item.)

Each year, the amount is determined by enrollment counts submitted to the JLBC Staff. The JLBC Staff is required by A.R.S. § 1469D to report the county withholdings to the Treasurer by May 15 for the upcoming fiscal year. In May 2014, the JLBC Staff reported the amount to be \$3,195,500 for FY 2015.

Monies for the Rural County Allocation are authorized by A.R.S. § 15-1469.01, and therefore do not appear in the General Appropriation Act.

Rural County Reimbursement Subsidy

The Baseline includes \$1,273,800 from the General Fund in FY 2016 for Rural County Reimbursement Subsidy. This amount is unchanged from FY 2015.

This funding partially offsets the cost to counties that are not part of an established community college district. The funding is appropriated to Apache and Greenlee Counties. The FY 2016 Baseline allocates \$699,300 to Apache and \$574,500 to Greenlee.

Tribal Community Colleges

The Baseline includes \$2,625,000 from the General Fund in FY 2016 for Tribal Community Colleges. This amount is unchanged from FY 2015.

Background – A.R.S. § 42-5031.01 allows any qualifying tribal community college to receive \$1,750,000, or 10% of the Transaction Privilege Tax (TPT) revenues collected from all sources located on the reservation, whichever is less. These monies provide tribal community colleges with funding for maintenance, renewal, and capital expenses. A.R.S. § 42-5031.01 also allows any additional technical college located on the same reservation to receive \$875,000, or 5% of the TPT revenues collected from sources located on the reservation, whichever is less. Actual amounts for FY 2016 will depend on FY 2016 collections. Given the language of A.R.S. § 42-5031.01, these monies do not appear in the General Appropriation Act.

This funding is limited to tribes that entered into a compact with the Executive prior to September 1, 2012. Diné College and Navajo Technical College on the Navajo Nation are the only schools that currently qualify to receive TPT revenues.

The Baseline assumes that \$1,750,000 will be distributed to Diné College and \$875,000 will be distributed to Navajo Technical College in FY 2016. These amounts represent 10% and 5%, up to \$1,750,000 and \$875,000, respectively, of the estimated TPT revenues to be collected in the Navajo reservation in FY 2016.

* * *

FORMAT — District-by-District Special Line Items

FOOTNOTES

Standard Footnotes

Of the \$1,273,800 appropriated to the Rural County Reimbursement Subsidy line item, Apache County receives \$699,300 and Greenlee County \$574,500.

STATUTORY CHANGES

The Baseline would:

- As session law, continue to suspend STEM and Workforce Programs state aid formula funding and instead fund the amounts specified in the General Appropriation Act for FY 2016.
- As session law, continue to require each university and community college to deposit \$6 per each full-time student into the Department of Education's Education Learning and Accountability Fund by December 1, 2015. This assessment is expected to generate \$768,500 from the universities and \$820,500

from the community colleges. (Please see Arizona Department of Education budget narrative for more information.)

OTHER ISSUES FOR LEGISLATIVE CONSIDERATION

Long Term Budget Impacts

Beyond FY 2016 Baseline changes, JLBC Staff estimates Community College statutory caseload changes will require an additional \$535,200 in FY 2017 above FY 2016 and an additional \$869,400 in FY 2018 above FY 2017 for changes in district enrollments and assessed valuations.

Community College Revenue Sources

In addition to state General Fund monies, Arizona's community colleges receive revenues from a number of other sources, including student tuition and fees, local property taxes, grants, and other monies generated by the colleges. Of the total, the community colleges receive 3.4% of their revenues from state aid.

For FY 2015, base operating revenues from all sources are estimated to be \$1,890,532,200, which would be an increase of 15.7% from FY 2014. (See Table 4 for a summary of FY 2015 total revenue estimates.)

Property taxes are the single largest revenue source for the community colleges, accounting for 42.7% of their revenues. There are 2 types of property taxes: primary and secondary. For the community colleges, primary property taxes are levied for operating purposes and secondary property taxes are levied to pay for capital outlay expenses. Each community college district determines its primary and secondary property tax rates. (See Table 5 for a summary of FY 2015 property tax rates.)

In November 2012, Arizona voters approved Proposition 117, which will require primary and secondary taxes to be levied on the same tax base. Previously, taxes were levied on 2 valuations: full cash value and limited property value. Prop 117 requires all property taxes to be based on the limited property value.

Proposition 117 also caps annual property value increases on any single parcel of real property to 5% starting in FY 2016. The existing 2% "levy limit" remains in place. Under A.R.S. § 42-17051, community colleges are allowed to collect 2% more in property tax revenues annually, not including revenue from new construction. Any increase over 2% requires voter approval, unless the district has forgone increases in prior years and consolidates those increases into a single year.

Long term property value growth has been approximately 5%. From that perspective, Proposition 117 would tend to reduce the year-to-year volatility in property tax values rather than reduce the dollar amount of long term revenues. However, the property tax base might grow

Table 4

Total Estimated Community College Revenues – FY 2015

<u>District</u>	<u>State Aid</u>	<u>Tuition/Fees</u>	<u>Property Taxes</u>	<u>Grants</u>	<u>Other</u> ^{1/}	<u>FY 2015 Total</u> ^{2/}	<u>FY 2014 Total</u> ^{3/}	<u>% Change from FY 2014</u>
Cochise	\$10,450,600	\$7,097,000	\$19,430,100	\$15,301,000	\$7,329,700	\$59,608,400	\$49,828,700	19.6%
Coconino	2,202,700	7,383,000	9,189,700	8,093,700	958,600	27,827,700	25,378,000	9.7%
Gila ^{4/}	489,100	0	3,992,100	33,600	475,000	4,989,800	5,116,100	(2.5)%
Graham	17,927,300	6,867,300	5,652,200	11,359,500	9,223,900	51,030,200	42,472,700	20.1%
Maricopa	8,809,500	304,947,600	512,759,200	317,670,800	50,142,400	1,194,329,500	987,719,500	20.9%
Mohave	2,137,000	9,175,400	21,105,000	10,182,000	445,400	43,044,800	43,790,000	(1.7)%
Navajo	7,276,900	4,500,000	14,035,800	6,400,000	2,640,000	34,852,700	33,643,600	3.6%
Pima	7,093,500	54,068,000	100,327,000	65,787,000	5,053,500	232,329,000	208,645,800	11.4%
Pinal	3,033,200	12,478,000	42,413,000	24,615,700	4,711,100	87,251,000	80,431,900	8.5%
Santa Cruz ^{4/}	93,300	0	1,437,100	20,000	10,400	1,560,800	1,818,500	(14.2)%
Yavapai	1,689,900	11,867,000	46,313,200	15,674,000	4,372,500	79,916,600	76,138,700	5.0%
Yuma/La Paz	<u>3,609,100</u>	<u>13,662,400</u>	<u>31,501,200</u>	<u>20,000,000</u>	<u>5,019,000</u>	<u>73,791,700</u>	<u>78,697,600</u>	<u>(6.2)%</u>
Total	\$64,812,100	\$432,045,700	\$808,155,600	\$495,137,300	\$90,381,500	\$1,890,532,200	\$1,633,681,100	15.7%

1/ Includes auxiliary programs, interest income, workforce development funds, and transfers.

2/ Total revenues do not include bond proceeds or district fund balances. Including these amounts total revenues are estimated to be \$2,495,555,000 for FY 2015.

3/ Total revenues do not include bond proceeds or district fund balances. Including these amounts total revenues are \$1,735,166,200 for FY 2014.

4/ Gila Provisional Community College contracts with Graham County's Eastern Arizona College in order to provide degree programs. Therefore, Gila's tuition and fee revenues are collected by Graham according to their contract agreement. Santa Cruz Provisional Community College contracts with Cochise County's Community College in order to provide degree programs. Therefore, Santa Cruz's tuition and fee revenues are collected by Cochise according to their contract agreement.

more slowly under Proposition 117 because the property tax values would not be able to increase by more than 5% to offset the years that experience growth that is less than 5%.

To the extent that the property value grows more slowly because of Proposition 117, the community colleges could still generate the same level of revenue by increasing their tax rates.

Table 5

Community College Tax Rates – FY 2015

<u>District</u>	<u>Primary Rate</u>	<u>Secondary Rate</u>	<u>Combined Rate</u>	<u>% Change in Combined Rate from FY 2014</u>
Cochise	\$2.03	\$0.00	\$2.03	9.7%
Coconino	0.48	0.13	0.61	5.2%
Gila	0.96	0.00	0.96	10.3%
Graham	2.67	0.00	2.67	(2.6)%
Maricopa	1.28	0.24	1.52	(0.7)%
Mohave	1.22	0.00	1.22	6.1%
Navajo	1.66	0.00	1.66	12.2%
Pima	1.33	0.00	1.33	3.1%
Pinal	1.91	0.35	2.26	0.4%
Santa Cruz	0.45	0.00	0.45	7.1%
Yavapai	1.86	0.22	2.08	2.0%
Yuma/La Paz	2.00	0.38	2.38	7.2%

The community colleges also collect tuition and fees from enrolled students. These collections account for approximately 22.9% of total revenues. Tuition and fees are assessed on a per credit hour basis. FY 2015 weighted average tuition (weighted for each district's proportion of the statewide FTSE count) is \$2,430 if a full-time student attends for 30 hours a year. The FY 2015 amount represents an increase of 4.1% from FY 2014. (See Table 6 for FY 2015 resident tuition and fee rates.)

Table 6

Community College Resident Tuition and Fees – FY 2015

<u>District</u>	<u>Cost Per Credit Hour</u>	<u>Annual Cost</u> ^{1/}	<u>% Change from FY 2014</u>
Cochise	\$75	\$2,250	2.7%
Coconino	89	2,670	2.3%
Gila	67	2,000	1.2%
Graham	67	2,000	4.2%
Maricopa	84	2,520	3.7%
Mohave	87	2,610	2.4%
Navajo	66	1,980	(0.5)%
Pima	77	2,300	7.0%
Pinal	80	2,400	3.9%
Santa Cruz	75	2,250	2.7%
Yavapai	72	2,160	2.9%
Yuma/La Paz	<u>76</u>	<u>2,280</u>	<u>5.6%</u>
Weighted Average	\$81	\$2,430	4.1%

1/ Annual cost is for 30 hours a year, or 15 hours per semester.

Community colleges also receive grants and "other" revenue from a variety of sources. Combined, they account for approximately 31.0% of community college revenues. Grants traditionally come from the federal government, including: the U.S. Department of Education, Small Business Administration, National Science Foundation, and Health and Human Services. Revenue listed in the "other" category includes auxiliary programs, interest incomes, workforce development funds, and transfers.

Total Community College Expenditures

Table 7 shows total budgeted FY 2015 community college expenditures. In FY 2015, total budgeted expenditures are \$2,502,170,600. As mentioned previously, base operating

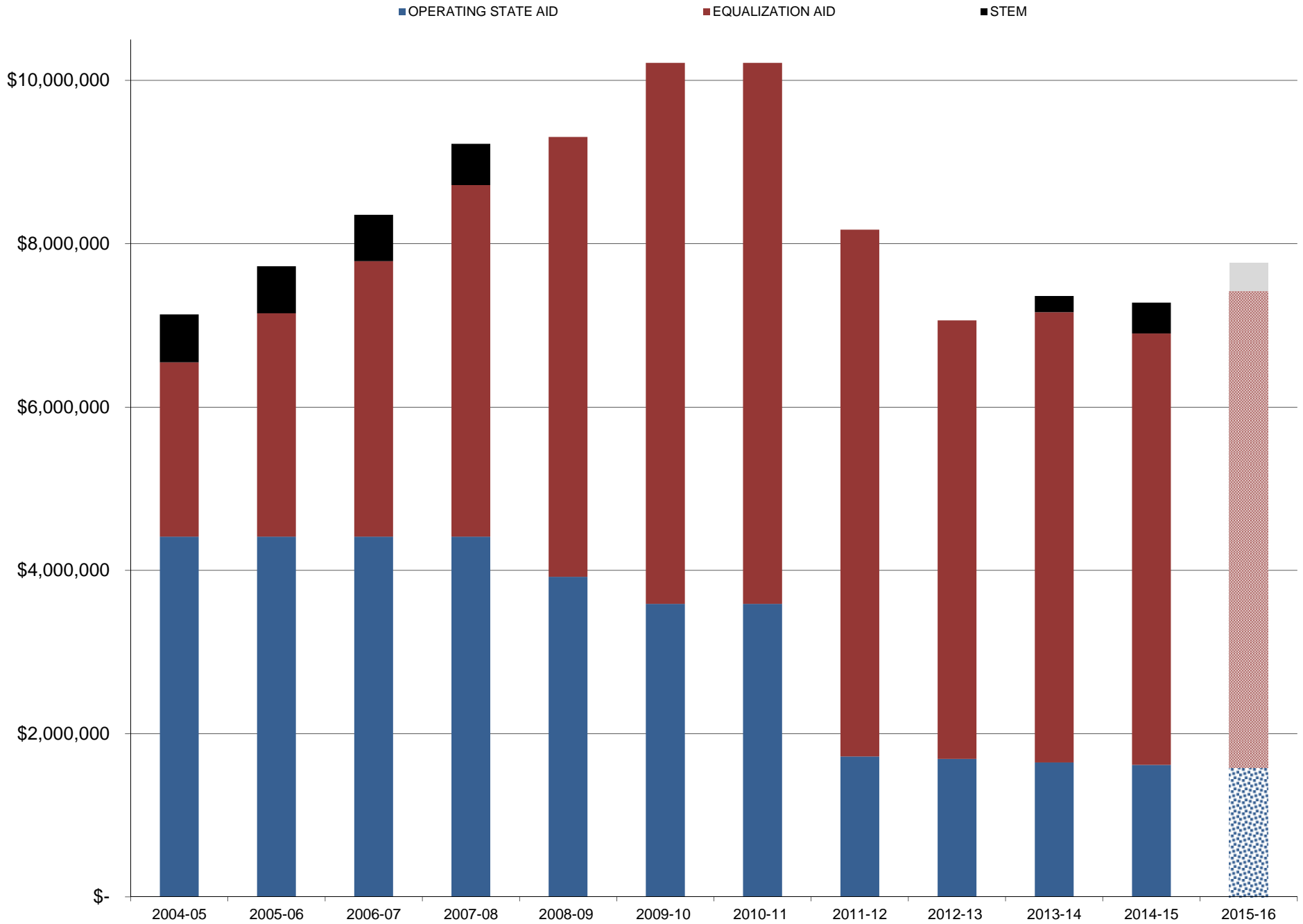
revenues for FY 2015 are \$1,890,532,200 however, this figure does not include allocated fund balances or bond proceeds. Including these amounts, total available revenues are \$2,495,555,000. Of the total \$2,486,262,600 in expenditures, \$1,555,465,600, or 62%, of these expenditures are from the community colleges' general and restricted funds. This includes about \$557,926,200, or 22%, for instruction and \$274,499,000, or 11%, for administrative support.

Expenditures for auxiliary enterprises, including revenue generating retail and business services such as parking lots, book stores, and food service, are \$367,803,300 or 15% of the total. Plant Fund expenditures, which generally include capital costs, are \$393,991,800, or 16% of the total. The remaining \$184,909,900 is for debt service.

General/Restricted Funds	Total	% of Total
Instruction	\$557,926,200	22%
Public Service	9,913,200	0%
Academic Support	136,299,100	5%
Student Services	188,031,400	8%
Administrative Support	274,499,000	11%
Operation & Maintenance	115,875,900	5%
Scholarships/Grants	159,845,700	6%
Contingency	113,075,100	5%
Subtotal	\$1,555,465,600	62%
Auxiliary Enterprises Fund	\$ 367,803,300	15%
Plant Fund	393,991,800	16%
Debt Service	184,909,900	7%
Total	\$ 2,502,170,600	100%

SUMMARY OF FUNDS	FY 2014 Actual	FY 2015 Estimate
Tribal Assistance Fund (No Fund Number/A.R.S. § 42-5029)		Non-Appropriated
Source of Revenue: A portion of the 0.6% education sales tax. The law directs each qualifying tribal community college to receive distributions in the same manner as the transfers to individual community college district workforce development accounts. A "qualifying Indian tribe" is an Indian tribe that owns, operates, and charters any community college located on its own reservation in this state.		
Purpose of Fund: To fund workforce development and job training activities at a community college owned, operated, or chartered by a qualifying Indian tribe.		
Funds Expended	743,700	762,900
Year-End Fund Balance	0	0
Workforce Development Accounts (varies by account/A.R.S. § 15-1472)		Non-Appropriated
Source of Revenue: Three percent of collections from the 0.6% education sales tax, after debt service on state school facilities revenue bonds has been paid. This funding was authorized by voter approval of Proposition 301 in the November 2000 General Election.		
Purpose of Fund: To fund workforce development and training activities at the community college districts. From FY 2002 to FY 2014, the first \$1,000,000 is to be distributed to bring the state into compliance with the matching capital requirements for new community college campuses prescribed in A.R.S. § 15-1463.		
Funds Expended	16,318,600	16,933,700
Year-End Fund Balance	0	0

NPC State Aid Revenues



2015 LEVY LIMIT WORKSHEET

Date: 2/10/2015

NAVAJO COUNTY - NORTHLAND PIONEER COLLEGE

MAXIMUM LEVY 2014

A.1. Maximum Allowable Primary Tax Levy	\$14,035,753
A.2. A.1 multiplied by 1.02	\$14,316,468

CURRENT YEAR NET ASSESSED VALUE SUBJECT TO TAXATION IN PRIOR YEAR 2015

B.1. Centrally Assessed	\$257,137,386
B.2. Locally Assessed Real Property	\$549,905,532
B.3. Locally Assessed Personal Property	\$14,662,934
B.4. Total Assessed Value (B.1 through B.3)	\$821,705,852
B.5. B.4. divided by 100	\$8,217,059

CURRENT YEAR NET ASSESSED VALUES 2015

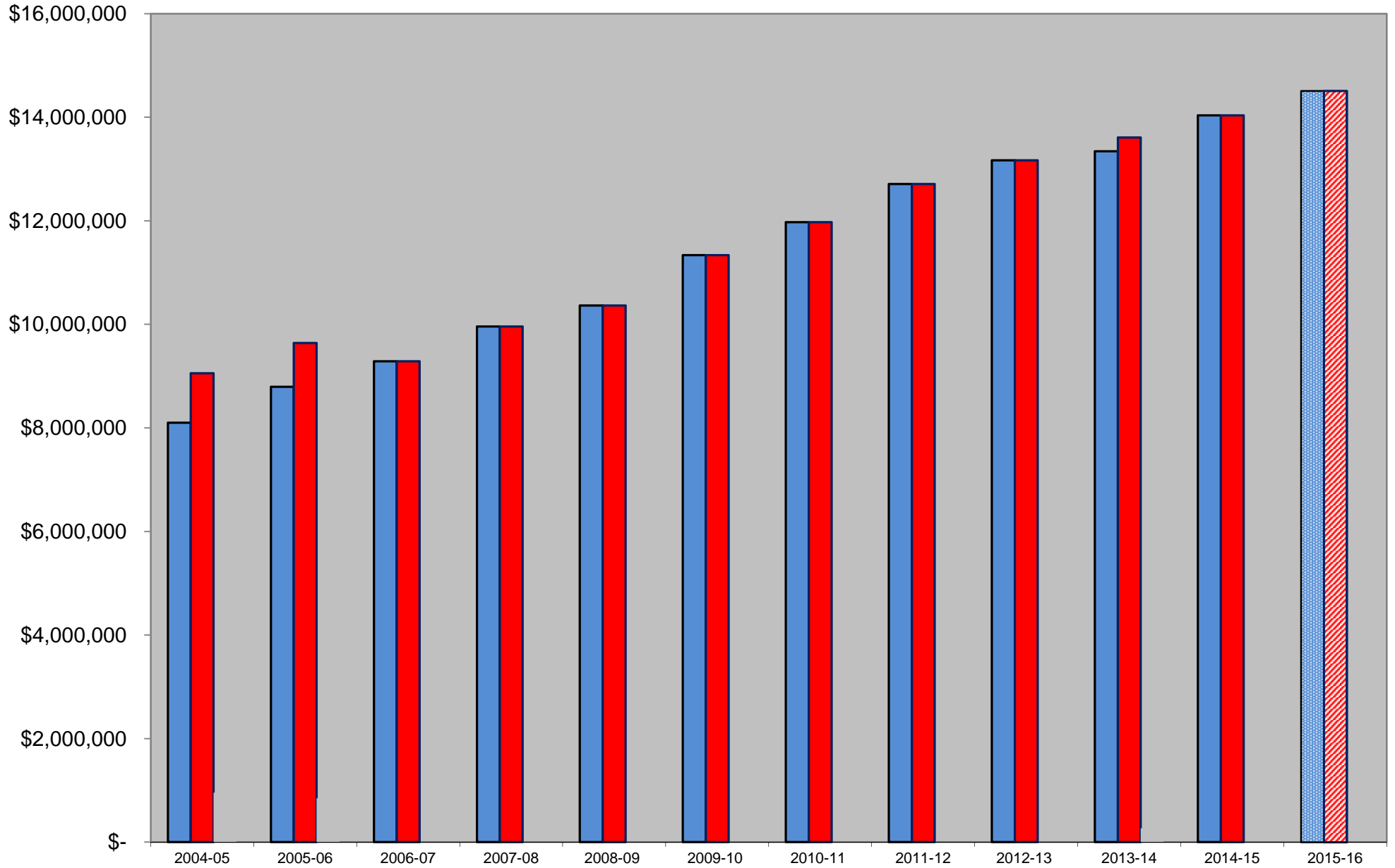
C.1. Centrally Assessed	\$261,979,130
C.2. Locally Assessed Real Property	\$556,128,109
C.3. Locally Assessed Personal Property	\$14,662,934
C.4. Total Assessed Value (C.1 through C.3)	\$832,770,173
C.5. C.4. divided by 100	\$8,327,702

LEVY LIMIT CALCULATION 2015

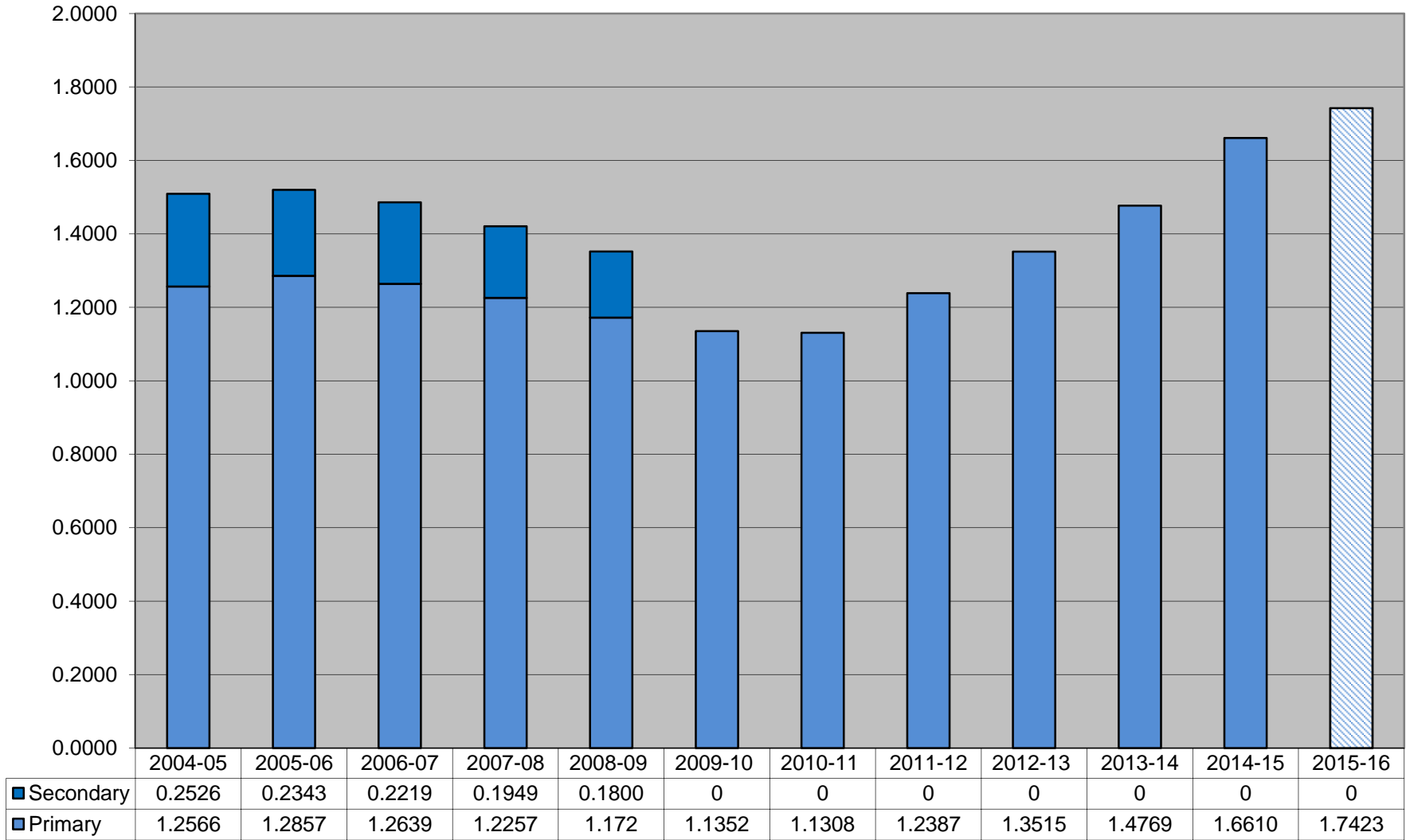
D.1. LINE A.2	\$14,316,468
D.2. LINE B.5	\$8,217,059
D.3. D.1/D.2 (MAXIMUM ALLOWABLE TAX RATE)	1.7423
D.4. LINE C.5	\$8,327,702
D.5. D.3 multiplied by D.4 = MAXIMUM ALLOWABLE LEVY LIMIT	\$14,509,355
D.6. Excess Collections/Excess Levy	
D.7. Amount in Excess of Expenditure Limit	
D.8. ALLOWABLE LEVY LIMIT (D.5 - D.6 - D.7)	\$14,509,355

2015 New Construction	\$11,064,321
-----------------------	--------------

NPC Primary Maximum Property Tax Levy compared to Actual Levy



NPC Historical Property Tax Rates



2015-16 WAGE AND SALARY RECOMMENDATION

Summary:

Staff recommends increasing wages by two percent for the 2015-16 fiscal year for all employee groups except Administrators; staff recommends a one-percent increase for Administrators. Board approved budget assumptions for salary include the following criteria: a) incrementally increasing rates; b) consideration to competitive market conditions by maintaining a comparative position to the average increases/rates at other local public entities, other Arizona community colleges, and other similar institutions; c) consideration to salary recommendations received through the shared governance process.

The recommendation includes adjusting the faculty base schedule by one-half percent and providing a step to all employees on the faculty schedule, which equals a two percent increase for all employees eligible for a step increase; increasing the overload/adjunct pay rates by two percent; providing a step to all employees on the non-exempt schedule and adjusting the base in the non-exempt schedule to assure that each employee in this class receive an increase of at least two percent as long as the employee is eligible for a step increase; providing a two percent increase to all non-Administrator non-exempt employees and a one percent increase for Administrators (groups D and E) with a one-half percent increase in the minimum and the maximum for each employee group band on the non-exempt schedule.

All current salary schedules are included along with the proposed schedules.

Also included is a chart showing the 2014-15 salary changes along with the expected changes for 2015-16 at other Arizona community colleges and a graph detailing wage adjustments for a ten-year period.

The expected budget impact of this recommendation has been factored in to the budget analysis and represents an annual increase of approximately \$230,000.

EMPLOYEE RELATED EXPENSES

ASRS Employee and employer ASRS contributions will decrease from 11.6 percent to 11.47 percent. The institutional impact is expected to be a decrease in expenditures of approximately \$10,000. The Alternate Contribution Rate (ACR) will be applied to all ASRS retirees who are functioning as employees through ASRS Return to Work (RTW) provisions. The ACR will continue to be split evenly with RTW employees. The institutional impact is expected to remain unchanged. A graph is included with information on ASRS contribution rates since 2004-05.



Health Insurance The Navajo County School Employee Trust continued to operate well in 2014, successfully managing double-digit increases in healthcare cost. Employer cost is expected to increase about four percent and dependent coverage will continue to be offered as an option with the employee bearing the entire cost. Employees with basic coverage will likely see some changes to the plan benefits. Open enrollment for employees will occur in April.

The impact of the Affordable Care Act is being tracked and ongoing updates will be provided.

COST OF LIVING

The CPI rose 0.8 percent in 2014 after a 1.5 percent increase in 2013. This is the second-smallest December-December increase in the last 50 years, trailing only the 0.1 percent increase in 2008. It is considerably lower than the 2.1 percent average annual increase over the last ten years.

The Consumer Price Index (CPI-U) declined 0.4 percent in December 2014. Over the last 12 months, the all items index increased 0.8 percent before seasonal adjustment; this is notably lower than the 1.3 percent change for the 12 months ending November.

The energy index, which rose slightly in both 2012 and 2013, declined sharply in 2014, falling 10.6 percent, the largest decline since 2008. The gasoline index was the main cause of the decline, falling 21.0 percent, with most of the decrease over the last few months of the year.

The index for food rose 3.4 percent in 2014, a substantial acceleration from its 2013 increase of 1.1 percent. The index for food at home rose 3.7 percent in 2014 after rising only 0.4 percent in 2013. All six major grocery store food group indexes increased in 2014.

The index for all items less food and energy rose 1.6 percent in 2014, a slight deceleration from its 1.7 percent increase in 2013, and below its 1.9 percent annual rate over the past ten years.

January 2014 CPI data are scheduled to be released on February 26, 2015.

The Survey of Professional Forecasters, which consolidates multiple well-regarded national macroeconomic forecasts, is the oldest quarterly survey of its kind in the United States. The most recent report was released November 17, 2014: The Fourth Quarter 2014 Survey of Professional Forecasters. The forecasters expect fourth-quarter headline CPI inflation to average 1.0 percent, lower than the last survey's estimate of 2.0 percent. Measured on a fourth-quarter over fourth-quarter basis, headline CPI inflation is expected to average 1.9 percent in 2015 and 2.1 percent in 2016. Over the next 10 years, 2015 to 2024, the forecasters expect headline CPI inflation to average 2.2 percent.



Northland Pioneer College

Post Office Box 610 • Holbrook, AZ 86025 • (928) 524-7311 • Fax (928) 524-7312 • www.npc.edu

**Northland Pioneer College
2015 - 2016 Faculty Salary Schedule PROPOSED**

	Grade										
	1	2	3	4	5	6	7	8	9	10	11
1	\$41,276	\$42,019	\$42,776	\$43,546	\$44,329	\$45,127	\$45,940	\$46,767	\$47,608	\$48,465	\$49,338
2	\$41,896	\$42,650	\$43,417	\$44,199	\$44,994	\$45,804	\$46,629	\$47,468	\$48,323	\$49,192	\$50,078
3	\$42,524	\$43,289	\$44,069	\$44,862	\$45,669	\$46,491	\$47,328	\$48,180	\$49,047	\$49,930	\$50,829
4	\$43,162	\$43,939	\$44,730	\$45,535	\$46,354	\$47,189	\$48,038	\$48,903	\$49,783	\$50,679	\$51,591
5	\$43,809	\$44,598	\$45,401	\$46,218	\$47,050	\$47,897	\$48,759	\$49,636	\$50,530	\$51,439	\$52,365
6	\$44,466	\$45,267	\$46,082	\$46,911	\$47,755	\$48,615	\$49,490	\$50,381	\$51,288	\$52,211	\$53,151
7	\$45,133	\$45,946	\$46,773	\$47,615	\$48,472	\$49,344	\$50,232	\$51,137	\$52,057	\$52,994	\$53,948
8	\$45,810	\$46,635	\$47,474	\$48,329	\$49,199	\$50,084	\$50,986	\$51,904	\$52,838	\$53,789	\$54,757
9	\$46,498	\$47,334	\$48,186	\$49,054	\$49,937	\$50,836	\$51,751	\$52,682	\$53,631	\$54,596	\$55,579
10	\$47,195	\$48,044	\$48,909	\$49,790	\$50,686	\$51,598	\$52,527	\$53,472	\$54,435	\$55,415	\$56,412
11	\$47,903	\$48,765	\$49,643	\$50,536	\$51,446	\$52,372	\$53,315	\$54,275	\$55,251	\$56,246	\$57,258
12	\$48,621	\$49,497	\$50,388	\$51,295	\$52,218	\$53,158	\$54,115	\$55,089	\$56,080	\$57,090	\$58,117
13	\$49,351	\$50,239	\$51,143	\$52,064	\$53,001	\$53,955	\$54,926	\$55,915	\$56,921	\$57,946	\$58,989
14	\$50,091	\$50,993	\$51,911	\$52,845	\$53,796	\$54,764	\$55,750	\$56,754	\$57,775	\$58,815	\$59,874
15	\$50,842	\$51,758	\$52,689	\$53,638	\$54,603	\$55,586	\$56,586	\$57,605	\$58,642	\$59,697	\$60,772
16	\$51,605	\$52,534	\$53,480	\$54,442	\$55,422	\$56,420	\$57,435	\$58,469	\$59,522	\$60,593	\$61,684
17	\$52,379	\$53,322	\$54,282	\$55,259	\$56,253	\$57,266	\$58,297	\$59,346	\$60,414	\$61,502	\$62,609
18	\$53,165	\$54,122	\$55,096	\$56,088	\$57,097	\$58,125	\$59,171	\$60,236	\$61,321	\$62,424	\$63,548
19	\$53,962	\$54,934	\$55,922	\$56,929	\$57,954	\$58,997	\$60,059	\$61,140	\$62,240	\$63,361	\$64,501
20	\$54,772	\$55,758	\$56,761	\$57,783	\$58,823	\$59,882	\$60,960	\$62,057	\$63,174	\$64,311	\$65,469
21	\$55,593	\$56,594	\$57,613	\$58,650	\$59,705	\$60,780	\$61,874	\$62,988	\$64,122	\$65,276	\$66,451
22	\$56,427	\$57,443	\$58,477	\$59,529	\$60,601	\$61,692	\$62,802	\$63,933	\$65,083	\$66,255	\$67,448
23	\$57,274	\$58,304	\$59,354	\$60,422	\$61,510	\$62,617	\$63,744	\$64,892	\$66,060	\$67,249	\$68,459
24	\$58,133	\$59,179	\$60,244	\$61,329	\$62,433	\$63,556	\$64,700	\$65,865	\$67,051	\$68,257	\$69,486
25	\$59,005	\$60,067	\$61,148	\$62,249	\$63,369	\$64,510	\$65,671	\$66,853	\$68,056	\$69,281	\$70,528
26	\$59,890	\$60,968	\$62,065	\$63,182	\$64,320	\$65,477	\$66,656	\$67,856	\$69,077	\$70,321	\$71,586
27	\$60,788	\$61,882	\$62,996	\$64,130	\$65,284	\$66,460	\$67,656	\$68,874	\$70,113	\$71,375	\$72,660
28	\$61,700	\$62,811	\$63,941	\$65,092	\$66,264	\$67,456	\$68,671	\$69,907	\$71,165	\$72,446	\$73,750
29	\$62,625	\$63,753	\$64,900	\$66,068	\$67,258	\$68,468	\$69,701	\$70,955	\$72,233	\$73,533	\$74,856
30	\$63,565	\$64,709	\$65,874	\$67,059	\$68,267	\$69,495	\$70,746	\$72,020	\$73,316	\$74,636	\$75,979
31	\$64,518	\$65,680	\$66,862	\$68,065	\$69,291	\$70,538	\$71,807	\$73,100	\$74,416	\$75,755	\$77,119
32	\$65,486	\$66,665	\$67,865	\$69,086	\$70,330	\$71,596	\$72,885	\$74,196	\$75,532	\$76,892	\$78,276
33	\$66,468	\$67,665	\$68,883	\$70,123	\$71,385	\$72,670	\$73,978	\$75,309	\$76,665	\$78,045	\$79,450

Adjunct Faculty Rate/Load Unit

Level 1	\$700
Level 2	\$720
Level 3	\$740

Substitute Rate

\$20.00/hr

2014	Step		Grade										
	2015T*	2015	1	2	3	4	5	6	7	8	9	10	11
1													
2													
3													
4													
5													
6													
7	7A	1	\$41,071	\$41,810	\$42,562	\$43,329	\$44,108	\$44,902	\$45,711	\$46,533	\$47,371	\$48,224	\$49,092
	7B	2	\$41,687	\$42,437	\$43,201	\$43,979	\$44,770	\$45,576	\$46,396	\$47,231	\$48,082	\$48,947	\$49,828
8	8A	3	\$42,312	\$43,074	\$43,849	\$44,638	\$45,442	\$46,260	\$47,092	\$47,940	\$48,803	\$49,681	\$50,576
	8B	4	\$42,947	\$43,720	\$44,507	\$45,308	\$46,123	\$46,954	\$47,799	\$48,659	\$49,535	\$50,427	\$51,334
9	9A	5	\$43,591	\$44,375	\$45,174	\$45,987	\$46,815	\$47,658	\$48,516	\$49,389	\$50,278	\$51,183	\$52,104
	9B	6	\$44,245	\$45,041	\$45,852	\$46,677	\$47,517	\$48,373	\$49,243	\$50,130	\$51,032	\$51,951	\$52,886
10	10A	7	\$44,908	\$45,717	\$46,540	\$47,377	\$48,230	\$49,098	\$49,982	\$50,882	\$51,798	\$52,730	\$53,679
	10B	8	\$45,582	\$46,402	\$47,238	\$48,088	\$48,954	\$49,835	\$50,732	\$51,645	\$52,575	\$53,521	\$54,484
11	11A	9	\$46,266	\$47,099	\$47,946	\$48,809	\$49,688	\$50,582	\$51,493	\$52,420	\$53,363	\$54,324	\$55,302
	11B	10	\$46,960	\$47,805	\$48,665	\$49,541	\$50,433	\$51,341	\$52,265	\$53,206	\$54,164	\$55,139	\$56,131
12	12A	11	\$47,664	\$48,522	\$49,395	\$50,285	\$51,190	\$52,111	\$53,049	\$54,004	\$54,976	\$55,966	\$56,973
	12B	12	\$48,379	\$49,250	\$50,136	\$51,039	\$51,958	\$52,893	\$53,845	\$54,814	\$55,801	\$56,805	\$57,828
13	13A	13	\$49,105	\$49,989	\$50,888	\$51,804	\$52,737	\$53,686	\$54,653	\$55,636	\$56,638	\$57,657	\$58,695
	13B	14	\$49,841	\$50,738	\$51,652	\$52,582	\$53,528	\$54,491	\$55,472	\$56,471	\$57,487	\$58,522	\$59,575
14	14A	15	\$50,589	\$51,500	\$52,427	\$53,370	\$54,331	\$55,309	\$56,304	\$57,318	\$58,350	\$59,400	\$60,469
	14B	16	\$51,348	\$52,272	\$53,213	\$54,171	\$55,146	\$56,138	\$57,149	\$58,178	\$59,225	\$60,291	\$61,376
15	15A	17	\$52,118	\$53,056	\$54,011	\$54,983	\$55,973	\$56,981	\$58,006	\$59,050	\$60,113	\$61,195	\$62,297
	15B	18	\$52,900	\$53,852	\$54,821	\$55,808	\$56,813	\$57,835	\$58,876	\$59,936	\$61,015	\$62,113	\$63,231
16	16A	19	\$53,693	\$54,660	\$55,644	\$56,645	\$57,665	\$58,703	\$59,759	\$60,835	\$61,930	\$63,045	\$64,180
	16B	20	\$54,499	\$55,480	\$56,478	\$57,495	\$58,530	\$59,583	\$60,656	\$61,748	\$62,859	\$63,991	\$65,142
17	17A	21	\$55,316	\$56,312	\$57,325	\$58,357	\$59,408	\$60,477	\$61,566	\$62,674	\$63,802	\$64,950	\$66,120
	17B	22	\$56,146	\$57,157	\$58,185	\$59,233	\$60,299	\$61,384	\$62,489	\$63,614	\$64,759	\$65,925	\$67,111
18	18A	23	\$56,988	\$58,014	\$59,058	\$60,121	\$61,203	\$62,305	\$63,427	\$64,568	\$65,730	\$66,914	\$68,118
	18B	24	\$57,843	\$58,884	\$59,944	\$61,023	\$62,121	\$63,240	\$64,378	\$65,537	\$66,716	\$67,917	\$69,140
19	19A	25	\$58,711	\$59,767	\$60,843	\$61,938	\$63,053	\$64,188	\$65,344	\$66,520	\$67,717	\$68,936	\$70,177
	19B	26	\$59,591	\$60,664	\$61,756	\$62,867	\$63,999	\$65,151	\$66,324	\$67,518	\$68,733	\$69,970	\$71,230
20	20A	27	\$60,485	\$61,574	\$62,682	\$63,810	\$64,959	\$66,128	\$67,319	\$68,530	\$69,764	\$71,020	\$72,298
	20B	28	\$61,392	\$62,497	\$63,622	\$64,768	\$65,933	\$67,120	\$68,328	\$69,558	\$70,810	\$72,085	\$73,382
21	21A	29	\$62,313	\$63,435	\$64,577	\$65,739	\$66,922	\$68,127	\$69,353	\$70,602	\$71,872	\$73,166	\$74,483
	21B	30	\$63,248	\$64,386	\$65,545	\$66,725	\$67,926	\$69,149	\$70,394	\$71,661	\$72,951	\$74,264	\$75,600
22	22A	31	\$64,197	\$65,352	\$66,529	\$67,726	\$68,945	\$70,186	\$71,449	\$72,736	\$74,045	\$75,378	\$76,734
	22B	32	\$65,160	\$66,332	\$67,526	\$68,742	\$69,979	\$71,239	\$72,521	\$73,827	\$75,155	\$76,508	\$77,885
23	23	33	\$66,137	\$67,327	\$68,539	\$69,773	\$71,029	\$72,308	\$73,609	\$74,934	\$76,283	\$77,656	\$79,054

2014T* This step designation is in place to facilitate the transition from the FYE 2014 step designation to the FYE 2015 step designation

Adjunct Faculty Rate/Load Unit Substitute Rate

Level 1 \$685 \$20.00/hr

Level 2 \$705

Level 3 \$725

**Northland Pioneer College
Hourly Rate - Nonexempt Staff 2015-2016 Schedule PROPOSED**

Step	Grade >										
	1	2	3	4	5	6	7	8	9	10	11
1	\$ 12.48	\$ 12.84	\$ 13.20	\$ 13.56	\$ 13.92	\$ 14.28	\$ 14.64	\$ 15.00	\$ 15.36	\$ 15.72	\$ 16.08
2	\$ 12.84	\$ 13.20	\$ 13.56	\$ 13.92	\$ 14.28	\$ 14.64	\$ 15.00	\$ 15.36	\$ 15.72	\$ 16.08	\$ 16.44
3	\$ 13.20	\$ 13.56	\$ 13.92	\$ 14.28	\$ 14.64	\$ 15.00	\$ 15.36	\$ 15.72	\$ 16.08	\$ 16.44	\$ 16.80
4	\$ 13.56	\$ 13.92	\$ 14.28	\$ 14.64	\$ 15.00	\$ 15.36	\$ 15.72	\$ 16.08	\$ 16.44	\$ 16.80	\$ 17.16
5	\$ 13.92	\$ 14.28	\$ 14.64	\$ 15.00	\$ 15.36	\$ 15.72	\$ 16.08	\$ 16.44	\$ 16.80	\$ 17.16	\$ 17.52
6	\$ 14.28	\$ 14.64	\$ 15.00	\$ 15.36	\$ 15.72	\$ 16.08	\$ 16.44	\$ 16.80	\$ 17.16	\$ 17.52	\$ 17.88
7	\$ 14.64	\$ 15.00	\$ 15.36	\$ 15.72	\$ 16.08	\$ 16.44	\$ 16.80	\$ 17.16	\$ 17.52	\$ 17.88	\$ 18.24
8	\$ 15.00	\$ 15.36	\$ 15.72	\$ 16.08	\$ 16.44	\$ 16.80	\$ 17.16	\$ 17.52	\$ 17.88	\$ 18.24	\$ 18.60
9	\$ 15.36	\$ 15.72	\$ 16.08	\$ 16.44	\$ 16.80	\$ 17.16	\$ 17.52	\$ 17.88	\$ 18.24	\$ 18.60	\$ 18.96
10	\$ 15.72	\$ 16.08	\$ 16.44	\$ 16.80	\$ 17.16	\$ 17.52	\$ 17.88	\$ 18.24	\$ 18.60	\$ 18.96	\$ 19.32
11	\$ 16.08	\$ 16.44	\$ 16.80	\$ 17.16	\$ 17.52	\$ 17.88	\$ 18.24	\$ 18.60	\$ 18.96	\$ 19.32	\$ 19.68
12	\$ 16.44	\$ 16.80	\$ 17.16	\$ 17.52	\$ 17.88	\$ 18.24	\$ 18.60	\$ 18.96	\$ 19.32	\$ 19.68	\$ 20.04
13	\$ 16.80	\$ 17.16	\$ 17.52	\$ 17.88	\$ 18.24	\$ 18.60	\$ 18.96	\$ 19.32	\$ 19.68	\$ 20.04	\$ 20.40
14	\$ 17.16	\$ 17.52	\$ 17.88	\$ 18.24	\$ 18.60	\$ 18.96	\$ 19.32	\$ 19.68	\$ 20.04	\$ 20.40	\$ 20.76
15	\$ 17.52	\$ 17.88	\$ 18.24	\$ 18.60	\$ 18.96	\$ 19.32	\$ 19.68	\$ 20.04	\$ 20.40	\$ 20.76	\$ 21.12
16	\$ 17.88	\$ 18.24	\$ 18.60	\$ 18.96	\$ 19.32	\$ 19.68	\$ 20.04	\$ 20.40	\$ 20.76	\$ 21.12	\$ 21.48
Level 1											
Level 2											
Level 3											

Hourly Rate - Technical and Skilled Craft 2015-2016 Schedule

Step	Grade >											
	1	2	3	4	5	6	7	8	9	10	11	12
1	\$ 14.28	\$ 14.64	\$ 15.00	\$ 15.36	\$ 15.72	\$ 16.08	\$ 16.44	\$ 16.80	\$ 17.16	\$ 17.52	\$ 17.88	\$ 18.24
2	\$ 14.64	\$ 15.00	\$ 15.36	\$ 15.72	\$ 16.08	\$ 16.44	\$ 16.80	\$ 17.16	\$ 17.52	\$ 17.88	\$ 18.24	\$ 18.60
3	\$ 15.00	\$ 15.36	\$ 15.72	\$ 16.08	\$ 16.44	\$ 16.80	\$ 17.16	\$ 17.52	\$ 17.88	\$ 18.24	\$ 18.60	\$ 18.96
4	\$ 15.36	\$ 15.72	\$ 16.08	\$ 16.44	\$ 16.80	\$ 17.16	\$ 17.52	\$ 17.88	\$ 18.24	\$ 18.60	\$ 18.96	\$ 19.32
5	\$ 15.72	\$ 16.08	\$ 16.44	\$ 16.80	\$ 17.16	\$ 17.52	\$ 17.88	\$ 18.24	\$ 18.60	\$ 18.96	\$ 19.32	\$ 19.68
6	\$ 16.08	\$ 16.44	\$ 16.80	\$ 17.16	\$ 17.52	\$ 17.88	\$ 18.24	\$ 18.60	\$ 18.96	\$ 19.32	\$ 19.68	\$ 20.04
7	\$ 16.44	\$ 16.80	\$ 17.16	\$ 17.52	\$ 17.88	\$ 18.24	\$ 18.60	\$ 18.96	\$ 19.32	\$ 19.68	\$ 20.04	\$ 20.40
8	\$ 16.80	\$ 17.16	\$ 17.52	\$ 17.88	\$ 18.24	\$ 18.60	\$ 18.96	\$ 19.32	\$ 19.68	\$ 20.04	\$ 20.40	\$ 20.76
9	\$ 17.16	\$ 17.52	\$ 17.88	\$ 18.24	\$ 18.60	\$ 18.96	\$ 19.32	\$ 19.68	\$ 20.04	\$ 20.40	\$ 20.76	\$ 21.12
10	\$ 17.52	\$ 17.88	\$ 18.24	\$ 18.60	\$ 18.96	\$ 19.32	\$ 19.68	\$ 20.04	\$ 20.40	\$ 20.76	\$ 21.12	\$ 21.48
11	\$ 17.88	\$ 18.24	\$ 18.60	\$ 18.96	\$ 19.32	\$ 19.68	\$ 20.04	\$ 20.40	\$ 20.76	\$ 21.12	\$ 21.48	\$ 21.84
12	\$ 18.24	\$ 18.60	\$ 18.96	\$ 19.32	\$ 19.68	\$ 20.04	\$ 20.40	\$ 20.76	\$ 21.12	\$ 21.48	\$ 21.84	\$ 22.20
13	\$ 18.60	\$ 18.96	\$ 19.32	\$ 19.68	\$ 20.04	\$ 20.40	\$ 20.76	\$ 21.12	\$ 21.48	\$ 21.84	\$ 22.20	\$ 22.56
14	\$ 18.96	\$ 19.32	\$ 19.68	\$ 20.04	\$ 20.40	\$ 20.76	\$ 21.12	\$ 21.48	\$ 21.84	\$ 22.20	\$ 22.56	\$ 22.92
15	\$ 19.32	\$ 19.68	\$ 20.04	\$ 20.40	\$ 20.76	\$ 21.12	\$ 21.48	\$ 21.84	\$ 22.20	\$ 22.56	\$ 22.92	\$ 23.28
16	\$ 19.68	\$ 20.04	\$ 20.40	\$ 20.76	\$ 21.12	\$ 21.48	\$ 21.84	\$ 22.20	\$ 22.56	\$ 22.92	\$ 23.28	\$ 23.64
Level T1												
Level T2												
Level T3												

**Northland Pioneer College
Hourly Rate - Nonexempt Staff 2014-2015 Schedule**

Step	Grade >										
	1	2	3	4	5	6	7	8	9	10	11
1	\$ 12.38	\$ 12.74	\$ 13.10	\$ 13.46	\$ 13.82	\$ 14.18	\$ 14.54	\$ 14.90	\$ 15.26	\$ 15.62	\$ 15.98
2	\$ 12.74	\$ 13.10	\$ 13.46	\$ 13.82	\$ 14.18	\$ 14.54	\$ 14.90	\$ 15.26	\$ 15.62	\$ 15.98	\$ 16.34
3	\$ 13.10	\$ 13.46	\$ 13.82	\$ 14.18	\$ 14.54	\$ 14.90	\$ 15.26	\$ 15.62	\$ 15.98	\$ 16.34	\$ 16.70
4	\$ 13.46	\$ 13.82	\$ 14.18	\$ 14.54	\$ 14.90	\$ 15.26	\$ 15.62	\$ 15.98	\$ 16.34	\$ 16.70	\$ 17.06
5	\$ 13.82	\$ 14.18	\$ 14.54	\$ 14.90	\$ 15.26	\$ 15.62	\$ 15.98	\$ 16.34	\$ 16.70	\$ 17.06	\$ 17.42
6	\$ 14.18	\$ 14.54	\$ 14.90	\$ 15.26	\$ 15.62	\$ 15.98	\$ 16.34	\$ 16.70	\$ 17.06	\$ 17.42	\$ 17.78
7	\$ 14.54	\$ 14.90	\$ 15.26	\$ 15.62	\$ 15.98	\$ 16.34	\$ 16.70	\$ 17.06	\$ 17.42	\$ 17.78	\$ 18.14
8	\$ 14.90	\$ 15.26	\$ 15.62	\$ 15.98	\$ 16.34	\$ 16.70	\$ 17.06	\$ 17.42	\$ 17.78	\$ 18.14	\$ 18.50
9	\$ 15.26	\$ 15.62	\$ 15.98	\$ 16.34	\$ 16.70	\$ 17.06	\$ 17.42	\$ 17.78	\$ 18.14	\$ 18.50	\$ 18.86
10	\$ 15.62	\$ 15.98	\$ 16.34	\$ 16.70	\$ 17.06	\$ 17.42	\$ 17.78	\$ 18.14	\$ 18.50	\$ 18.86	\$ 19.22
11	\$ 15.98	\$ 16.34	\$ 16.70	\$ 17.06	\$ 17.42	\$ 17.78	\$ 18.14	\$ 18.50	\$ 18.86	\$ 19.22	\$ 19.58
12	\$ 16.34	\$ 16.70	\$ 17.06	\$ 17.42	\$ 17.78	\$ 18.14	\$ 18.50	\$ 18.86	\$ 19.22	\$ 19.58	\$ 19.94
13	\$ 16.70	\$ 17.06	\$ 17.42	\$ 17.78	\$ 18.14	\$ 18.50	\$ 18.86	\$ 19.22	\$ 19.58	\$ 19.94	\$ 20.30
14	\$ 17.06	\$ 17.42	\$ 17.78	\$ 18.14	\$ 18.50	\$ 18.86	\$ 19.22	\$ 19.58	\$ 19.94	\$ 20.30	\$ 20.66
15	\$ 17.42	\$ 17.78	\$ 18.14	\$ 18.50	\$ 18.86	\$ 19.22	\$ 19.58	\$ 19.94	\$ 20.30	\$ 20.66	\$ 21.02
16	\$ 17.78	\$ 18.14	\$ 18.50	\$ 18.86	\$ 19.22	\$ 19.58	\$ 19.94	\$ 20.30	\$ 20.66	\$ 21.02	\$ 21.38
Level 1											
Level 2											
Level 3											

Hourly Rate - Technical and Skilled Craft 2014-2015 Schedule

Step	Grade >											
	1	2	3	4	5	6	7	8	9	10	11	12
1	\$ 14.18	\$ 14.54	\$ 14.90	\$ 15.26	\$ 15.62	\$ 15.98	\$ 16.34	\$ 16.70	\$ 17.06	\$ 17.42	\$ 17.78	\$ 18.14
2	\$ 14.54	\$ 14.90	\$ 15.26	\$ 15.62	\$ 15.98	\$ 16.34	\$ 16.70	\$ 17.06	\$ 17.42	\$ 17.78	\$ 18.14	\$ 18.50
3	\$ 14.90	\$ 15.26	\$ 15.62	\$ 15.98	\$ 16.34	\$ 16.70	\$ 17.06	\$ 17.42	\$ 17.78	\$ 18.14	\$ 18.50	\$ 18.86
4	\$ 15.26	\$ 15.62	\$ 15.98	\$ 16.34	\$ 16.70	\$ 17.06	\$ 17.42	\$ 17.78	\$ 18.14	\$ 18.50	\$ 18.86	\$ 19.22
5	\$ 15.62	\$ 15.98	\$ 16.34	\$ 16.70	\$ 17.06	\$ 17.42	\$ 17.78	\$ 18.14	\$ 18.50	\$ 18.86	\$ 19.22	\$ 19.58
6	\$ 15.98	\$ 16.34	\$ 16.70	\$ 17.06	\$ 17.42	\$ 17.78	\$ 18.14	\$ 18.50	\$ 18.86	\$ 19.22	\$ 19.58	\$ 19.94
7	\$ 16.34	\$ 16.70	\$ 17.06	\$ 17.42	\$ 17.78	\$ 18.14	\$ 18.50	\$ 18.86	\$ 19.22	\$ 19.58	\$ 19.94	\$ 20.30
8	\$ 16.70	\$ 17.06	\$ 17.42	\$ 17.78	\$ 18.14	\$ 18.50	\$ 18.86	\$ 19.22	\$ 19.58	\$ 19.94	\$ 20.30	\$ 20.66
9	\$ 17.06	\$ 17.42	\$ 17.78	\$ 18.14	\$ 18.50	\$ 18.86	\$ 19.22	\$ 19.58	\$ 19.94	\$ 20.30	\$ 20.66	\$ 21.02
10	\$ 17.42	\$ 17.78	\$ 18.14	\$ 18.50	\$ 18.86	\$ 19.22	\$ 19.58	\$ 19.94	\$ 20.30	\$ 20.66	\$ 21.02	\$ 21.38
11	\$ 17.78	\$ 18.14	\$ 18.50	\$ 18.86	\$ 19.22	\$ 19.58	\$ 19.94	\$ 20.30	\$ 20.66	\$ 21.02	\$ 21.38	\$ 21.74
12	\$ 18.14	\$ 18.50	\$ 18.86	\$ 19.22	\$ 19.58	\$ 19.94	\$ 20.30	\$ 20.66	\$ 21.02	\$ 21.38	\$ 21.74	\$ 22.10
13	\$ 18.50	\$ 18.86	\$ 19.22	\$ 19.58	\$ 19.94	\$ 20.30	\$ 20.66	\$ 21.02	\$ 21.38	\$ 21.74	\$ 22.10	\$ 22.46
14	\$ 18.86	\$ 19.22	\$ 19.58	\$ 19.94	\$ 20.30	\$ 20.66	\$ 21.02	\$ 21.38	\$ 21.74	\$ 22.10	\$ 22.46	\$ 22.82
15	\$ 19.22	\$ 19.58	\$ 19.94	\$ 20.30	\$ 20.66	\$ 21.02	\$ 21.38	\$ 21.74	\$ 22.10	\$ 22.46	\$ 22.82	\$ 23.18
16	\$ 19.58	\$ 19.94	\$ 20.30	\$ 20.66	\$ 21.02	\$ 21.38	\$ 21.74	\$ 22.10	\$ 22.46	\$ 22.82	\$ 23.18	\$ 23.54
Level T1												
Level T2												
Level T3												

**Northland Pioneer College
Exempt Salary Range Chart 2015-2016 PROPOSED**

12 Month Staff		
Group	Base	Max
B2	\$34,946	\$48,924
B1	\$37,926	\$53,147
C3	\$38,896	\$54,453
C2	\$42,591	\$59,627
C1	\$45,330	\$63,462
D3	\$50,576	\$70,806
D2	\$63,315	\$88,642
D1	\$82,423	\$111,272
E	\$104,106	\$140,544

11 Month Staff		
B2	\$31,586	\$44,222
B1	\$34,281	\$47,993
C3	\$35,156	\$49,218
C2	\$38,497	\$53,894
C1	\$40,973	\$57,361

10 Month Staff		
B2	\$28,898	\$40,456
B1	\$31,361	\$43,906
C3	\$32,163	\$45,028
C2	\$35,218	\$49,306
C1	\$37,484	\$55,493

Exempt Positions by Salary Group	
B2	Center Manager
B2	Data Analyst
B2	Financial Aid Advisor/Technician
B2	Information Services Manager
B2	Lab Technician
B2	Lead Technician for Technical Services
B2	Network Support Technician
B2	SBDC Business Trainer
B2	Technical Designer/Production Manager
B1	Associate Librarian
B1	Bookstore Manager
B1	Campus Manager
B1	Small Business Analyst
C3	Academic Advisor
C3	Carl Perkins Grant Manager
C3	Career Coach
C3	Maintenance Supervisor
C3	Recruitment Advisor
C2	Apache Families First Coordinator
C2	Assistant to the President
C2	ASC-GIEC Grant Project Coordinator
C2	Biology Lab Manager
C2	Coordinator of High School Programs
C2	General Ledger Accountant
C2	Head Librarian
C2	Media Relations Coordinator
C2	Payroll Supervisor
C2	Student Account Coordinator
C1	ABE Special Sites Coordinator
C1	ADOC Program Coordinator
C1	Community & Corporate Learning Coordinator
C1	Coordinator of Student Services Info Systems
C1	Database Administrator
C1	Disabilities Resource & Access Coordinator
C1	Institutional Research Analyst
C1	Network & Systems Administrator
C1	System Analyst
D3	Apache County Coordinator
D3	Director of Administrative Systems Support
D3	Director of Financial Aid
D3	Director of Small Business Development Center
D2	Controller
D2	Director of Developmental Services
D2	Director of Enrollment Services
D2	Director of Facilities & Vehicles
D2	Director of Human Resources
D2	Director of Institutional Effectiveness
D2	Director of Marketing & Public Relations
D2	Director of Public Safety Education
D2	Director of Student Services
D1	Dean of Arts and Sciences
D1	Dean of Career and Technical Education
D1	Dean of Nursing & Allied Health
D1	Director of Financial Services
D1	Director of Information Services
D1	Director of NPC Friends & Family
E	Vice President for Administrative Services
E	Vice President for Learning & Student Services

**Northland Pioneer College
Exempt Salary Range Chart 2014-2015**

12 Month Staff		
Group	Base	Max
B2	\$34,772	\$48,681
B1	\$37,737	\$52,833
C3	\$38,702	\$54,182
C2	\$42,379	\$59,330
C1	\$45,104	\$63,146
D3	\$50,324	\$70,454
D2	\$63,000	\$88,201
D1	\$82,013	\$110,718
E	\$103,588	\$139,845

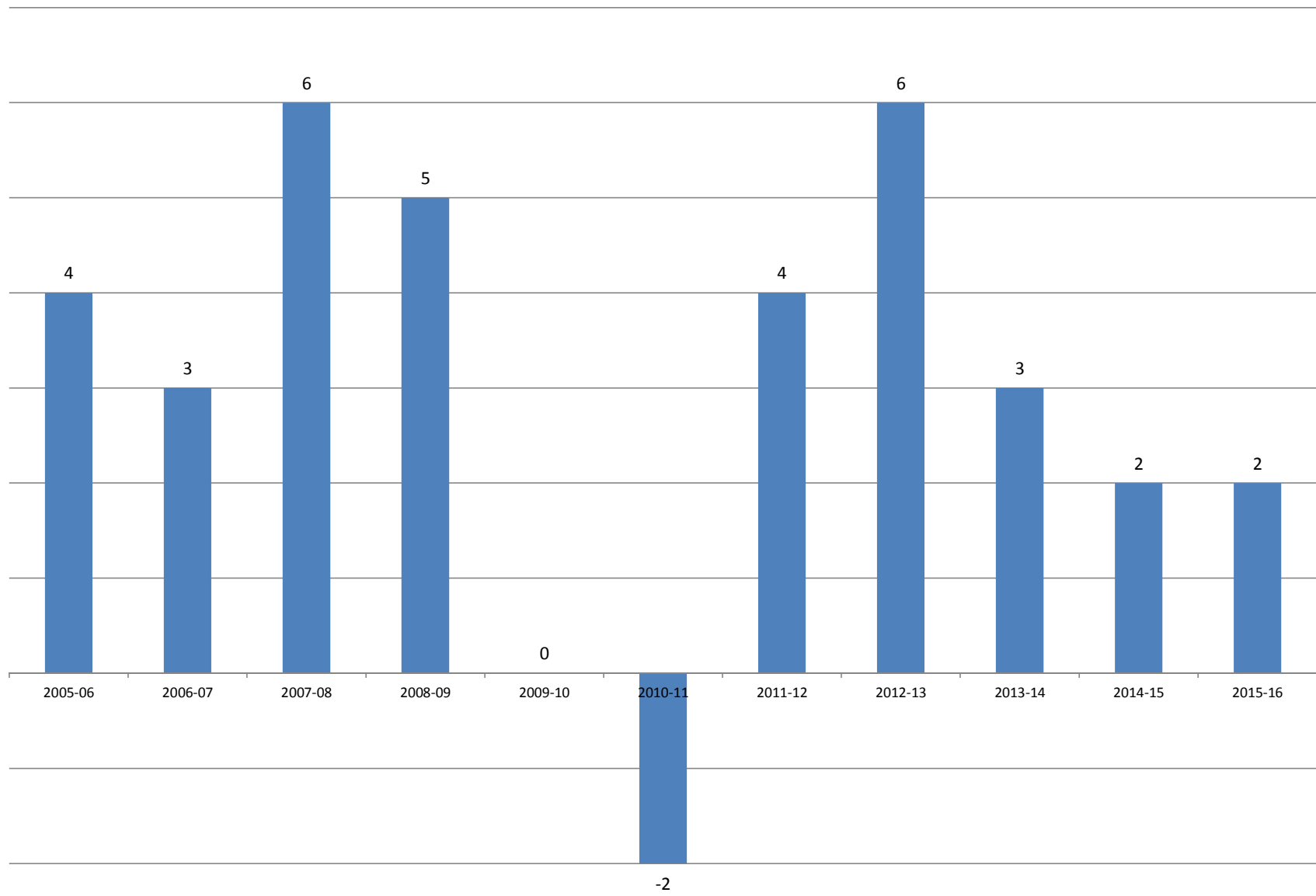
11 Month Staff		
Group	Base	Max
B2	\$31,429	\$44,002
B1	\$34,110	\$47,754
C3	\$34,981	\$48,973
C2	\$38,305	\$53,626
C1	\$40,769	\$57,076

10 Month Staff		
Group	Base	Max
B2	\$28,754	\$40,255
B1	\$31,205	\$43,688
C3	\$32,003	\$44,804
C2	\$35,043	\$49,061
C1	\$37,298	\$52,217

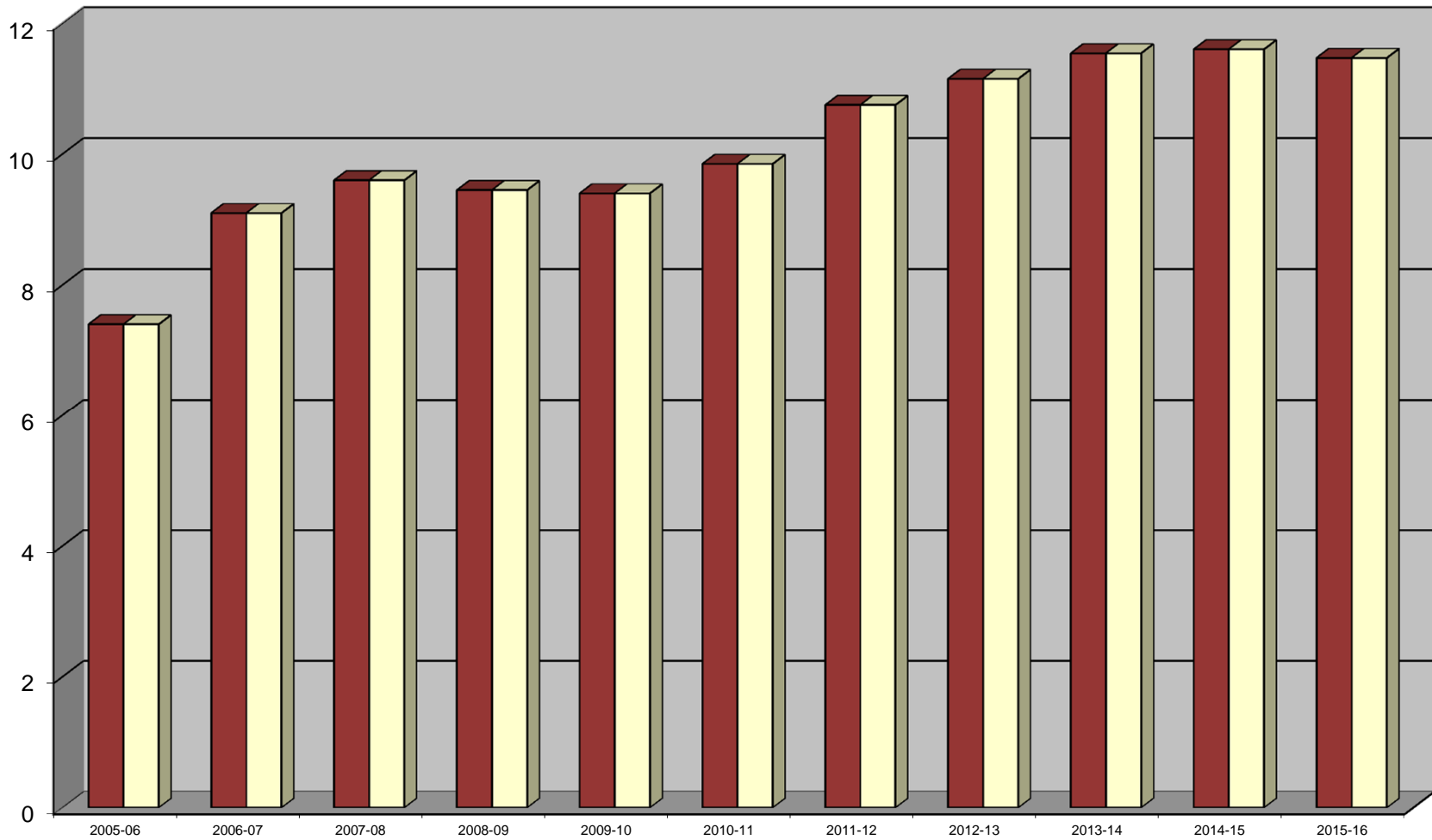
Exempt Positions by Salary Group	
B2	Center Manager
B2	Community and Corporate Learning Specialist
B2	Data Analyst
B2	Financial Aid Advisor/Technician
B2	Information Services Manager
B2	Lab Technician
B2	Lead Technician for Technical Services
B2	Network Support Technician
B2	SBDC Business Trainer
B2	Technical Designer/Production Manager
B1	Associate Librarian
B1	Bookstore Manager
B1	Campus Manager
B1	Small Business Analyst
C3	Academic Advisor
C3	Carl Perkins Grant Manager
C3	Career Coach
B1	Maintenance Supervisor
C3	Recruitment Advisor
C2	Apache Families First Coordinator
C2	Assistant to the President
C2	ASC-GIEC Grant Project Coordinator
C2	Biology Lab Manager
C2	Coordinator of High School Programs
C2	General Ledger Accountant
C2	Head Librarian
C2	Media Relations Coordinator
C2	Payroll Supervisor
C2	Student Account Coordinator
C1	ABE Special Sites Coordinator
C1	ADOC Program Coordinator
C1	Community and Corporate Learning Coordinator
C1	Coordinator of Student Services Info Systems
C1	Disabilities Resource & Access Coordinator
C1	Institutional Research Analyst
C1	System Analyst
D3	Apache County Coordinator
D3	Database Administrator
D3	Director of Administrative Systems Support
D3	Director of Financial Aid
D3	Director of Small Business Development Center
D2	Controller
D2	Director of Developmental Services
D2	Director of Facilities & Vehicles
D2	Director of Human Resources
D2	Director of Institutional Effectiveness
D2	Director of Marketing & Public Relations
D2	Director of Public Safety Education
D2	Network & Systems Administrator
D1	Dean of Arts and Sciences
D1	Dean of Career and Technical Education
D1	Dean of Nursing & Allied Health
D1	Director of Financial Services
D1	Dean of Students
D1	Director of Information Services
D1	Director NPC Friends & Family
E	Vice President for Administrative Services
E	Vice President for Learning & Student Services

1 step

Annual Percentage Change in Wages



ASRS Contribution Rates *Percentage of Payroll*



CC Wage Update

2014-2015			
	Faculty	Classified Staff	Admin Staff
Average	2.5%	2.2%	2.2%
Median	2.3%	2.0%	2.0%
Arizona Western	5.0%	2.0%	2.0%
Central	1.0%	1.0%	1.0%
Cochise	2.5%	2.5%	2.5%
Coconino	2.0%	2.0%	2.0%
Eastern	3.0%	3.0%	3.0%
Maricopa	1.0%	1.0%	1.0%
Mohave	1.0%	1.0%	1.0%
Northland	2.0%	2.0%	2.0%
Pima	3.0%	3.0%	3.0%
Yavapai	4.1%	4.1%	4.1%

2015-2016			
	Faculty	Classified Staff	Admin Staff
Average	2.0%	2.0%	1.9%
Median	2.3%	2.3%	2.0%
A	0.0%	0.0%	0.0%
B	0.0%	0.0%	0.0%
C	1.5%	1.5%	1.5%
NPC	2.0%	2.0%	1.0%
D	2.5%	2.5%	2.5%
E	3.0%	3.0%	3.0%
F	3.0%	3.0%	3.0%
G	4.0%	4.0%	4.0%
H	<i>Unknown</i>	<i>Unknown</i>	<i>Unknown</i>
I	<i>Unknown</i>	<i>Unknown</i>	<i>Unknown</i>

Preliminary Planning Only

NORTHLAND PIONEER COLLEGE

Insurance Costs for Employees

Effective July 1, 2014

Navajo County Schools Employee Benefits Trust Cost of Medical Insurance 2014-2015 Contribution Rates

PPO Plan*

Covered Group	Medical	Dental	TOTAL Monthly Cost to Employee
Employee Only	\$520	\$41	\$0
Employee & Spouse	\$1,040	\$88	\$567
Employee & Child (ren)	\$1,040	\$95	\$574
Employee & Family	\$1,153	\$129	\$721

High Deductible Health Plan**

Covered Group	Medical	Dental	TOTAL Monthly Cost to Employee
Employee Only	\$520	\$41	\$0
Employee & Spouse	\$953	\$88	\$480
Employee & Child (ren)	\$953	\$95	\$487
Employee & Family	\$1,048	\$129	\$616

**The cost of the Basic Plan for employee medical & dental insurance is an employee benefit and is deducted from the total monthly cost.*

***The annual cost difference of the High Deductible Health Plan will be contributed to the employee Health Savings Account in July, 2014.*

VOLUNTARY DEDUCTION

Cost of Avesis Insurance Group ID 1056 Carrier #10790

Covered Group	Vision Cost
Employee Only	\$8.05
Employee & Spouse	\$15.13
Employee & Child (ren)	\$16.58
Employee & Family	\$20.93

For benefit questions call 1-800-828-9341

Locate an AVESIS Provider at www.avesis.com

NORTHLAND PIONEER COLLEGE
2014-15 Plan Options

PPO Plan:

Out of Pocket Maximum

Individual	\$ 4,000
Family	\$12,000

Office visit co-pay \$ 35

Specialty office visit co-pay \$ 50

Deductible

Individual	\$ 500
Family	\$ 1,500

High Deductible Health Plan:

Deductible

Individual	\$ 2,500
Family	\$ 5,000

2015-16 TUITION AND FEES

Summary:

Based on the Budget Development calendar, staff is providing proposed information on tuition and fees. Staff has developed the tuition and fee information based on Board approval of the Budget Development Guidelines, which include the following assumptions for tuition and fees: Tuition and general fees will be set at a rate that: A.) gives consideration to the impact on students, student enrollment, and student retention rates; B.) increases incrementally; and C.) is competitive in our market by maintaining a comparative position to the average tuition at other Arizona community colleges. Course fees will be set at a rate calculated to offset expendable supplies and equipment.

Historical tuition rates are included along with comparative information to projected tuition rates at other community colleges in Arizona.

2015-16 revenues compared to the current budget are expected to increase approximately \$100,000 if the proposed \$2 per credit hour increase is approved. A similar percentage increase for in-state tuition is proposed for out-of-state tuition.

Tuition Scholarships

Finish Line: *Last twelve (12) credits of degree*

A reduction in total tuition costs allow for scholarships to benefit individuals who are close to completion. Applicants will be required to demonstrate that a Pell grant application has also been completed. An annual budget of \$150,000 has been established. Participation in the program is expected to grow as the option becomes more recognized and students begin planning to maximize the benefit, however, staff proposes that the Finish Line scholarship budget remain at \$150,000 for FY 2015-16.

College Bound: *Seven general education (AGEC) credits each semester for high school students*

Qualified high school juniors and seniors with a 3.0 GPA can apply to participation in the free seven-credit AGECE program. An annual budget of \$150,000 has been established. Interest and potential participation is expected to grow as the benefits of the program become more apparent, however, staff proposes that the Finish Line scholarship budget remain at \$150,000 for FY 2015-16.

Reduced Tuition

Summer session courses reduced by 50% Net tuition revenues are expected to remain stable or increase as the reduced summer tuition rate is implemented in 2015.

TLC (The Learning Cornerstone) courses reduced by 50% Net tuition revenues are expected to remain the same in FY 2015-16 as the rate was implemented FY 2014-15.



Western Undergraduate Exchange Participation Tuition

Northland Pioneer College participates in WICHE's Western Undergraduate Exchange (WUE). WUE is a regional tuition-reciprocity agreement that enables students from WICHE states to enroll in more than 150 participating two and four-year college public institutions at 150% of the enrolling institution's resident tuition. WUE is the largest program of its kind in the nation, and has been in operation since 1987. WUE is not a short term exchange, it is meant to be used for a full degree

Course Fees

Instructional staff conducted a comprehensive review of all course fees to assure fees are based on cost of consumable supplies and other course specific expenses. Over 1,200 courses are listed in the current catalog, with less than one-third of the courses requiring a course fee. Proposed course fee changes are expected to cover new courses and the increased cost of course supplies, equipment maintenance, and course-specific operational expenses.

Additions are proposed in the Arts and Sciences division for new courses associated with Film and Digital Video curriculum.

In the Career and Technical Education division, all ATO course fees were increase from \$55 to \$75 due to the increased cost of automotive consumables for lab instruction. All IMO courses except the ones listed separately were increased from \$145 to \$160 due to the increased cost of the eLearning system. The students curriculum is all on-line and there is no additional cost to students for book. The listed courses are not on the eLearning system and students pay for books with course fee needed to cover the cost of consumables. The MET fee is being increased to offset the online eLearning cost; the students have no book costs. The WLD fee is being increased to account of the increasing cost of consumables, particularly metals.

The Nursing and Allied Health division is the decreasing the cost NUR 121, 122, 221, and 222 from \$500 to \$400 as students will begin purchasing Elsevier online access directly.



**NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
NORTHLAND PIONEER COLLEGE
2015-16
PROPOSED**

TUITION	Approved 2014-15	Proposed 2015-16
IN-STATE	\$66 per credit hour	\$68 per credit hour
APACHE COUNTY	\$66 per credit hour	\$68 per credit hour
OUT-OF-STATE	\$315 per credit hour	\$315 per credit hour
SENIOR CITIZENS 60 years or older	*50% of the applicable rate: In-District, Apache County, or Out-of-State. (Does not apply to non-credit courses)	*50% of the applicable rate: In-District, Apache County, or Out-of-State. (Does not apply to non-credit courses)
SUMMER SESSION COURSES	*50% of the applicable rate: In-District, Apache County, or Out-of-State. (Does not apply to non-credit courses)	*50% of the applicable rate: In-District, Apache County, or Out-of-State. (Does not apply to non-credit courses)
TLC COURSES	*50% of the applicable rate: In-District, Apache County, or Out-of-State. (Does not apply to non-credit courses)	*50% of the applicable rate: In-District, Apache County, or Out-of-State. (Does not apply to non-credit courses)
WICHE WUE	150% of the In-State rate	150% of the In-State rate
REFUNDS FOR TUITION	100% before 1 st day of semester and if NPC cancels the class. 50% during 1 st and 2 nd weeks of the semester. No refund after the end of the second week of the semester	100% before 1 st day of semester and if NPC cancels the class. 50% during 1 st and 2 nd weeks of the semester. No refund after the end of the second week of the semester
SUMMER SESSION REFUNDS	100% prior to 1 st day of session. 50% through 1 st two days of the term	100% prior to 1 st day of session. 50% through 1 st two days of the term
SHORT-TERM COURSE REFUNDS	100% prior to 1 st day of session. 50% through 1 st two days of the term	100% prior to 1 st day of session. 50% through 1 st two days of the term

*50% discounts are not to be combined

**NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
NORTHLAND PIONEER COLLEGE
2015-2016
PROPOSED**

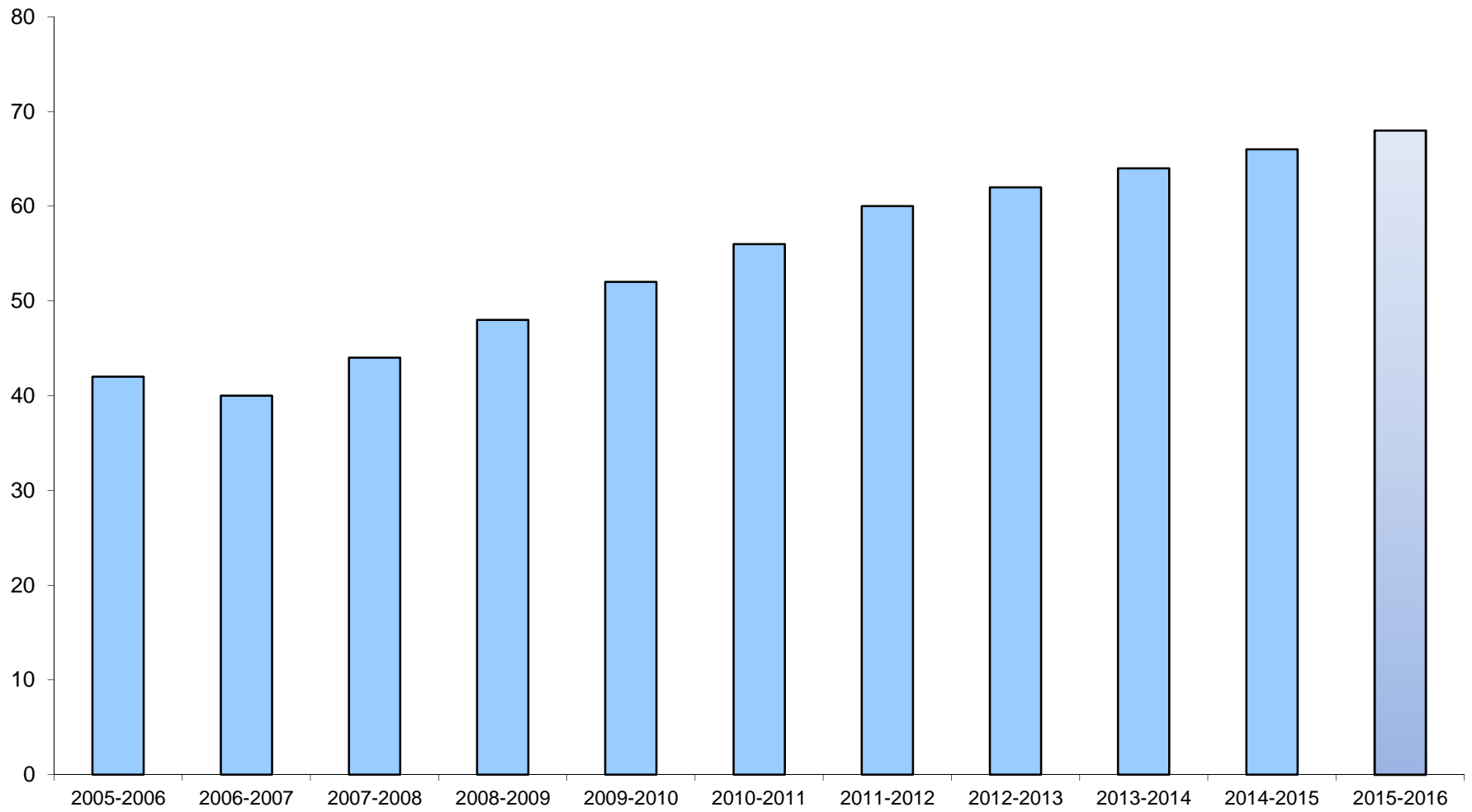
FEES	Approved 2014-15	Proposed 2015-16
GENERAL		
Media Fee^①	\$40/semester	\$40/semester
SPECIAL		
Transcript (each)	\$10	\$10
Transcript (each) On demand	\$15	\$15
Transcript (each) Next day delivery	\$20	\$20
Diploma/Certificate Replacement	\$15	\$15
NSF Check Collection	\$25	\$25
“Money Card” Replacement		
ACTIVE card	\$21	\$21
INACTIVE card	\$10	\$10
COMPASS/ASSET Testing ^②	\$10	\$10
Late Registration	\$25	\$25
Credit by Exam	50% of in-state tuition rate	50% of in-state tuition rate
Credit by Evaluation ^③	50% of in-state tuition rate	50% of in-state tuition rate
Credit by Evaluation Fee (non-refundable)	\$15	\$15
Delinquent Account Charge	\$10/month	\$10/month
HESI Testing	\$44	\$44

① Assessed to all students enrolling in three (3) or more credit hours.

② Includes up to three (3) tests.

③ Evaluation of Learning Certificates from business, industry, government, military, and non-regionally accredited institutions without waiver agreement

NPC Tuition History per Credit Hour



**Arizona Community Colleges
Comparative In-State Tuition and Fees**

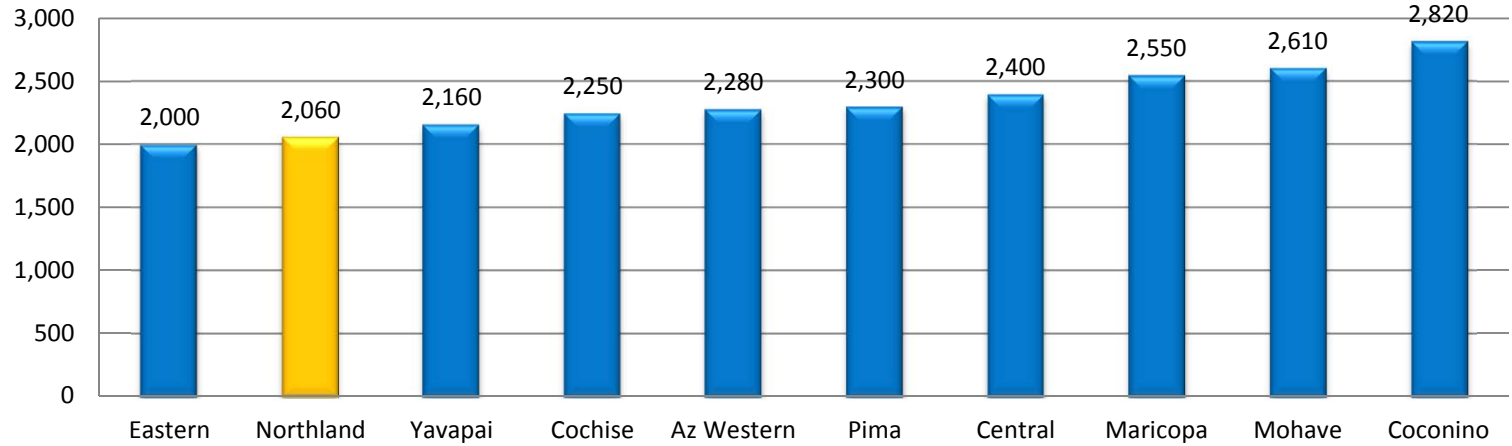
(Note - Fees include mandatory technology, registration and activity fees - course fees not included)

<u>DISTRICT</u>	2014- 2015				2015- 2016 preliminary				Preliminary FY 16 Tuition Increase per credit hr	Preliminary % Inc FY 16 Annual Tuition & Fees
	Semester Tuition & Fees	Annual Tuition & Fees	Annual Fees	Tuition Rate	Semester Tuition & Fees	Annual Tuition & Fees	Annual Fees	Tuition Rate		
	(15 cr hrs)	(30 cr hrs)	(mandatory)	(per cr hr)	(15 cr hrs)	(30 cr hrs)	(mandatory)	(per cr hr)		
Cochise	\$ 1,125	\$ 2,250	\$ -	\$ 75	\$ 1,155	\$ 2,310	\$ -	\$ 77.0	\$ 2.00	2.67%
Coconino	\$ 1,410	\$ 2,820	\$ 150 ¹	\$ 89	\$ 1,440	\$ 2,880	\$ 150 ¹	\$ 91.0	\$ 2.00	2.25%
Eastern	\$ 1,000	\$ 2,000 ²	\$ -	\$ 67	\$ 1,040	\$ 2,080 ³	\$ -	\$ 69.3	\$ 2.33	3.48%
Maricopa	\$ 1,275	\$ 2,550	\$ 30 ⁴	\$ 84	\$ 1,275	\$ 2,550	\$ 30 ⁴	\$ 84.0	\$ -	0.00%
Mohave	\$ 1,305	\$ 2,610	\$ 210 ⁵	\$ 80	\$ 1,305	\$ 2,610	\$ 210 ⁵	\$ 80.0	\$ -	0.00%
Northland	\$ 1,030	\$ 2,060	\$ 80 ⁶	\$ 66	\$ 1,060	\$ 2,120	\$ 80 ⁶	\$ 68.0	\$ 2.00	3.03%
Pima	\$ 1,150	\$ 2,300	\$ 185 ⁷	\$ 70.5	\$ 1,225	\$ 2,450	\$ 185 ⁷	\$ 75.5	\$ 5.00	7.09%
Central	\$ 1,200	\$ 2,400	\$ -	\$ 80	\$ 1,230	\$ 2,460	\$ -	\$ 82.0	\$ 2.00	2.50%
Yavapai	\$ 1,080	\$ 2,160	\$ -	\$ 72	\$ 1,125	\$ 2,250	\$ -	\$ 75.0	\$ 3.00	4.17%
Az Western	\$ 1,140	\$ 2,280	\$ 10 ⁸	\$ 76	\$ 1,170	\$ 2,340	\$ 10 ⁸	\$ 78.0	\$ 2.00	2.63%
Average	\$ 1,172	\$ 2,343	\$ 67	\$ 76	\$ 1,203	\$ 2,405	\$ 67	\$ 78	\$2.03	2.68%
Median	\$ 1,145	\$ 2,290	\$ 20	\$ 76	\$ 1,198	\$ 2,395	\$ 20	\$ 78	\$ 2.00	2.65%
				Increase	2.6%	2.6%	0%	2.7%		

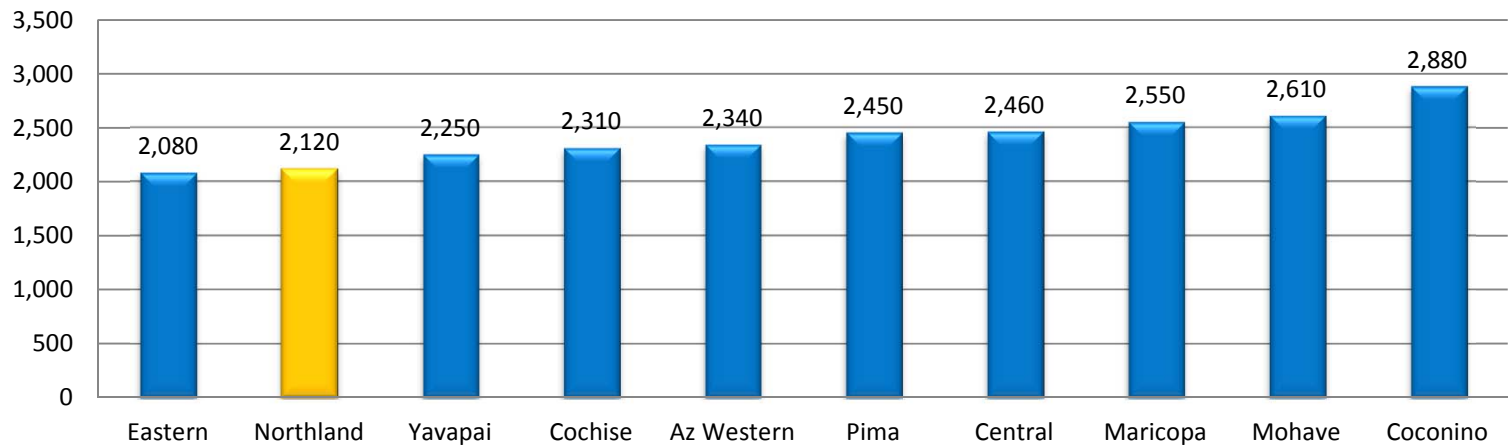
Notes :

- (1) \$5 per credit hour Technology Fee (Coconino)
- (3) \$90 per credit hour, then plateau from 2-6 credit hours, then increase by \$140 per credit hour up to 12 credit hours per semester (Eastern)
- (3) \$90 per credit hour, then plateau from 2-6 credit hours, then increase by \$145 per credit hour up to 12 credit hours per semester (Eastern)
- (4) \$15 registration fee per semester (Maricopa)
- (5) \$6 Tech fee + \$1 Act fee per credit hour (Mohave)
- (6) \$35 media fee per semester for students taking 3 credit hours or more per semester (NPC)
- (7) \$3 per cr hr activity fee, 2.50 per cr hr technology fee, plus \$10 processing fee per semester (Pima)
- (8) \$5 per semester transportation (bus pass) fee

FY 15 Preliminary Annual Tuition & General Fees



FY 16 Preliminary Annual Tuition & General Fees



**RESIDENT IN-DISTRICT/COUNTY & NON-RESIDENT TUITION AND FEES AT PUBLIC TWO-YEAR INSTITUTIONS IN THE WICHE REGION:
STATE AVERAGES, 2014-15, 2013-14, 2009-10 AND 2004-05**

Institution	2014-15	2013-14	2009-10	2004-05	2013-14 to 2014-15	2009-10 to 2014-15	2004-05 to 2014-15
ALASKA	--	\$4,690	\$3,970	\$2,658	--	--	--
ARIZONA	2,437	2,355	1,945	1,413	3.5%	25.2%	72.4%
CALIFORNIA	1,380	1,380	780	780	0.0%	76.9%	76.9%
COLORADO	3,848	3,699	2,802	1,835	4.0%	37.3%	109.7%
COMM. NO. MARIANAS	3,350	3,350	3,350	2,450	0.0%	0.0%	36.7%
HAWAII	3,499	3,259	2,441	1,458	7.4%	43.4%	140.1%
IDAHO	3,009	2,902	2,362	1,732	3.7%	27.4%	73.7%
MONTANA	3,434	3,384	3,233	2,701	1.5%	6.2%	27.1%
NEVADA	2,700	2,700	2,010	1,590	0.0%	34.3%	69.8%
NEW MEXICO	1,603	1,572	1,201	1,065	2.0%	33.5%	50.6%
NORTH DAKOTA	4,210	4,086	3,808	2,969	3.0%	10.6%	41.8%
OREGON	4,638	4,535	3,567	2,834	2.3%	30.0%	63.6%
SOUTH DAKOTA	6,020	5,937	4,394	2,468	1.4%	37.0%	143.9%
UTAH	3,410	3,261	2,601	1,943	4.6%	31.1%	75.5%
WASHINGTON	4,294	4,274	3,116	2,457	0.5%	37.8%	74.7%
WYOMING	2,602	2,539	2,118	1,724	2.5%	22.8%	50.9%
AVERAGE	\$2,585	\$2,550	\$1,870	\$1,498	1.4%	38.2%	72.5%
AVERAGE WITHOUT CALIFORNIA	\$3,492	\$3,425	\$2,684	\$2,030	2.0%	30.1%	72.0%

**NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
NORTHLAND PIONEER COLLEGE
2015-2016
Proposed Course Fees**

ARTS & SCIENCES			Approved 2014-15	Proposed 2015-16
ART	103	Basic Design	\$15	\$15
ART	105	Beginning Drawing I	\$15	\$15
ART	110	Figure Drawing I	\$15	\$15
ART	140	Lettering	\$15	\$15
ART	150	Advertising Design	\$15	\$15
ART	155	Printmaking	\$15	\$15
ART	170	Sculpture I	\$15	\$15
ART	175	Painting	\$15	\$15
ART	180	Watercolor	\$15	\$15
ART	185	Handbuilding Pottery	\$20	\$20
ART	186	Clay Sculpture	\$20	\$20
ART	187	Raku Pottery	\$20	\$20
ART	190	Ceramics	\$20	\$20
ART	205	Drawing II	\$15	\$15
ART	206	Figure Drawing II	\$15	\$15
ART	220	Painting II	\$15	\$15
ART	225	Watercolor II	\$15	\$15
ART	245	Ceramics II	\$20	\$20
ART	246	Ceramics III	\$20	\$20
ART	247	Ceramics IV	\$20	\$20
ART	280	Art Studio – 2 Dimensional	\$15	\$15
ART	281	Art Studio – 3 Dimensional	\$20	\$20
BIO	100	Biological Concepts	\$35	\$35
BIO	160	Intro. to Human Anatomy & Physiology	\$35	\$35
BIO	181	General Biology I	\$35	\$35
BIO	182	General Biology II	\$35	\$35
BIO	201	Human Anatomy & Physiology I	\$35	\$35
BIO	202	Human Anatomy & Physiology II	\$35	\$35
BIO	205	Microbiology	\$35	\$35
CHM	ALL	All Courses	\$35	\$35

199-299 and non-credit/special interest courses have variable fees determined by the length and type of each.

ARTS & SCIENCES (cont'd)			Approved 2013-14	Proposed 2014-15
ECD	ALL	ECD Permanent Number/1 cr.	\$17	\$17
ECD	143	Inclusion of Children w/ Special Needs	\$17	\$17
ECD	233	Developing Policies & Procedures for Early Childhood Programs	\$35	\$35
EDU	281	Introduction to Structured English Immersion	\$55	\$55
FDV	130	Video Production	New Course	\$20
FDV	140	Video Editing	New Course	\$20
FDV	160	Digital Audio For Film/TV	New Course	\$20
FDV	222	Digital Video Pre-Production Applications	New Course	\$20
FDV	232	Digital Video Production Applications	New Course	\$20
FDV	242	Digital Video Post-Production Applications	New Course	\$20
GEO	111	Physical Geography	\$25	\$25
GLG	ALL	All Geology Courses	\$ 25	\$ 25
MUS	155	Music Applied (all)	\$120	\$120
PHO	100	Beginning Photography	\$20	\$20
PHO	101	Digital Photography	\$20	\$20
PHO	115	Pictorial Journalism	\$20	\$20
PHO	150	Investigative Photo I	\$20	\$20
PHO	151	Investigative Photo II	\$20	\$20
PHO	200	Intermediate Photography	\$20	\$20
PHO	201	Intermediate Digital Photography	\$20	\$20
PHO	212	Color Photography I	\$20	\$20
PHO	213	Color Photography II	\$20	\$20
PHO	220	Advanced Photography	\$20	\$20
PHO	230	View Camera Photo	\$20	\$20
PHO	240	Photography Portfolio	\$20	\$20
PHO	270	Free Lance/Stock Photo	\$20	\$20
PHO	280	Photography Practicum	\$20	\$20
POS	221	Arizona Constitution and Government	\$55	\$55
POS	222	U.S. Constitution	\$55	\$55
PHY	ALL	All Physics Courses	\$25	\$25
SPT	178	Stage Makeup	\$50	\$50
SPT	230	Video Production	New Course	\$20
SPT	240	Video Editing	New Course	\$20

199-299 and non-credit/special interest courses have variable fees determined by the length and type of each.

**NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
NORTHLAND PIONEER COLLEGE
2015-2016
Proposed Course Fees**

CAREER & TECHNICAL EDUCATION			Approved 2014-15	Proposed 2015-16
AJS	102	Intensive Police Academy	\$200	\$200
ATO	ALL*	All Automotive Courses	\$55	\$75
BUS	ALL*	All Business Courses except BUS 133	\$15	\$15
CIS	ALL*	All 1, 2 & 3 credit CIS courses except 141,142,145	\$15	\$15
CIS	141	Managing and Maintaining Your PC I	\$200	\$200
CIS	142	Managing and Maintaining Your PC II	\$200	\$200
CIS	145	Network + Certification Preparation	\$275	\$275
CON	100	Construction Math and Safety	\$45	\$45
CON	105	Engineering Principles/Construction Methods	\$45	\$45
CON	110	Plan Reading-Site Layout-Communication-Employment	\$45	\$45
CON	121	Cabinet Making I	\$45	\$45
CON	124	Masonry Systems	\$45	\$45
CON	125	Concrete Systems	\$45	\$45
CON	126	Framing Systems	\$45	\$45
CON	140	Computer Applications in Construction	\$45	\$45
CON	145	Roofing, Thermal & Moisture Protection Systems	\$45	\$45
CON	180	Construction Service Learning	\$45	\$45
CON	198	Construction Internship	\$45	\$45
CON	200	Integrated Construction Management/Design Laboratory	\$45	\$45
CON	221	Cabinet Making II	\$45	\$45
CON	223	Heavy Highway Construction	\$45	\$45
CON	227	Electrical, Mechanical, and Plumbing Systems	\$45	\$45
CON	230	Sustainable Construction	\$45	\$45
CON	241	Electrical Level 1	\$45	\$45
CON	242	Electrical Level 2	\$45	\$45
CON	263	Estimating, Scheduling, and Planning	\$45	\$45
COS	ALL*	All Cosmetology Courses	\$25	\$25
DRF	ALL*	All Drafting Courses	\$30	\$30

199-299 and non-credit/special interest courses have variable fees determined by the length and type of each.

CAREER & TECHNICAL EDUCATION (cont'd)			Approved 2014-15	Proposed 2015-16
FRS	101	Principles of Fire and Emergency Service Administration	\$10	\$10
FRS	104	Firefighter I & II	\$225	\$225
FRS	110	HazMat First Responder	\$25	\$25
FRS	126	Rope Rescue I	\$30	\$30
FRS	127	Rope Rescue II	\$30	\$30
FRS	128	Rope Rescue III	\$30	\$30
FRS	130	Incident Command System	\$10	\$10
FRS	132	Fire Investigation I	\$10	\$10
FRS	135	Fire Protection Hydraulics & Water Supply	\$10	\$10
FRS	137	Strategies and Tactics	\$10	\$10
FRS	138	Legal Aspects of Emergency Services	\$10	\$10
FRS	139	Confined Space Operations	\$10	\$10
FRS	141	Fire Service Communication	\$10	\$10
FRS	150	Wild Land Firefighter	\$25	\$25
FRS	200	Fire Behavior and Combustion	\$10	\$10
FRS	201	Fire Protection Systems	\$10	\$10
FRS	202	Principles of Emergency Services	\$10	\$10
FRS	203	Fire Prevention	\$10	\$10
FRS	207	Building Construction for Fire Prevention	\$10	\$10
FRS	208	Principles of Fire & Emergency Services Safety & Survival	\$10	\$10
HQO	109	Basic Operations Techniques/Tractors	\$200	\$200
HQO	119	Introduction to Earthmoving and Trucks	\$200	\$200
HQO	121	Rollers and Scrapers	\$200	\$200
HQO	122	Loaders and Forklifts	\$200	\$200
HQO	211	Backhoes and Dozers	\$200	\$200
HQO	212	Introduction to Crew Leader & Excavators	\$200	\$200
HQO	230	Motor Graders	\$200	\$200
HQO	232	Finishing/Grading & Soils	\$200	\$200
HQO	233	Cranes and Rigging	\$200	\$200
HQO	240	Advanced Loader Operation	\$200	\$200
HQO	241	Advanced Dump Truck Operation	\$200	\$200
HQO	242	Advanced Scraper Operation	\$200	\$200
HQO	243	Advanced Backhoe Operation	\$200	\$200
HQO	244	Advanced Excavator Operation	\$200	\$200
HQO	245	Advanced Forklift Operation	\$200	\$200
HQO	246	Advanced Dozer Operation	\$200	\$200
HQO	247	Advanced Motor Grader Operation	\$200	\$200
INA	ALL*	All Industrial Arts Courses	\$45	\$45

199-299 and non-credit/special interest courses have variable fees determined by the length and type of each.

CAREER & TECHNICAL EDUCATION (cont'd)			Approved 2014-15	Proposed 2015-16
IMO	ALL*	All Industrial Maintenance Courses except as listed below	\$145	\$160
IMO	151	Electrical Level I	\$90	\$90
IMO	152	Electrical Level II	\$90	\$90
IMO	153	Electrical Level III	\$90	\$90
IMO	154	Electrical Level IV	\$90	\$90
IMO	155	Instrumentation Level I	\$90	\$90
IMO	156	Instrumentation Level II	\$90	\$90
IMO	157	Instrumentation Level III	\$90	\$90
IMO	158	Instrumentation Level IV	\$90	\$90
IMO	160	Robotics	\$10	\$10
IMO	161	Intro to Computer-Aided Mfg.	\$10	\$10
IMO	200	Systems Critical Thinking & Control	\$10	\$10
IMO	201	Introduction to Industrial Maintenance	\$75	\$75
IMO	214	Advanced Power Plant Specific Training	\$75	\$75
IMO	230	Mechanical Maintenance I	\$145	\$75
IMO	231	Mechanical Maintenance II	\$145	\$75
IMO	232	Mechanical Maintenance III	\$145	\$75
IMO	233	Mechanical Maintenance IV	\$145	\$75
IMO	234	Power Generation Maintenance Mechanic	New Course	\$75
IMO	270	DC Analysis and Lab	\$50	\$50
IMO	271	AC Analysis and Lab	\$50	\$50
MET	ALL*	All Mechatronics Courses	\$50	\$100
WLD	130	Metal Art	\$55	\$75
WLD	131	Int. Metal Art	\$55	\$75
WLD	151	Cutting Process & Welding	\$55	\$75
WLD	152	SMAW Plate I	\$55	\$75
WLD	153	SMAW Plate II	\$55	\$75
WLD	154	GMAW Plate	\$55	\$75
WLD	155	GTAW Plate	\$55	\$75
WLD	157	AWS Level I Certification	\$55	\$75
WLD	240	Intro to Plastics	\$55	\$75
WLD	241	Plastic Welding	\$55	\$75
WLD	242	Fabrication of Plastics	\$55	\$75
WLD	243	Pipe Fitting for Plastic	\$55	\$75
WLD	260	Fit Up/Inspect/Metallurgy	\$55	\$75
WLD	261	SMAW Open V Butt I	\$55	\$75
WLD	262	SMAW Open V Butt II	\$55	\$75
WLD	263	SMAW Open Root Pipe I	\$75	\$95

199-299 and non-credit/special interest courses have variable fees determined by the length and type of each.

CAREER & TECHNICAL EDUCATION (cont'd)			Approved 2014-15	Proposed 2015-16
WLD	264	SMAW Open Root Pipe II	\$75	\$95
WLD	265	GMAW Pipe	\$75	\$95
WLD	266	FCAW Pipe	\$75	\$95
WLD	267	GTAW Pipe I	\$75	\$95
WLD	268	GTAW Pipe II	\$75	\$95
WLD	290	Welding Fabrication	\$55	\$75

199-299 and non-credit/special interest courses have variable fees determined by the length and type of each.

**NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
NORTHLAND PIONEER COLLEGE
2015-2016
Proposed Course Fees**

NURSING AND ALLIED HEALTH			Approved 2014-15	Proposed 2015-16
HES	109	Phlebotomy	\$200	\$200
HES	180	Basic Pharmacology	\$10	\$10
EMT	090	Heart Saver CPR	\$10	\$10
EMT	095	Healthcare Provider CPR	\$25	\$25
EMT	104	Healthcare Provider CPR & First Aid	\$35	\$35
EMT	120	Emergency Medical Responder	\$10	\$10
EMT	121	EMR Refresher	\$10	\$10
EMT	130	EMT Preparation Course	\$10	\$10
EMT	132	Emergency Medical Training	\$150	\$150
EMT	133	Refresher Course - EMT Recertification	\$40	\$40
EMT	134	EMT IVC	\$50	\$50
EMT	236	Advanced Cardiac Life Support	\$80	\$80
EMT	237	Pediatric Advanced Life Support	\$80	\$80
EMT	238	ACLS Renewal	\$50	\$50
EMT	239	PALS Renewal	\$50	\$50
EMT	240	Basic ECG & Pharmacy	\$30	\$30
EMT	241	ALS Refresher	\$150	\$150
EMT	244	Paramedic Training I	\$700	\$700
EMT	245	Paramedic Training II	\$700	\$700
EMT	250	Instructor Strategy	\$20	\$20
EMT	251	Instructor Renewal	\$10	\$10
MDA	124	Clinical Procedures I	\$90	\$90
MDA	125	Clinical Procedures II	\$130	\$130
NAT	101	Nursing Assistant	\$40	\$40
NUR	116	LPN to RN Transition	\$400	\$400
NUR	117	Pharmacology I	\$10	\$10
NUR	118	Pharmacology II	\$10	\$10
NUR	121	Nursing I	\$500	\$400
NUR	122	Nursing II	\$500	\$400
NUR	123	Paramedic to Nurse Bridge	\$200	\$200
NUR	221	Nursing III	\$500	\$400
NUR	222	Nursing IV	\$500	\$400
NUR	290	RN Refresher Course	\$400	\$400
PHT	101	Pharmacy Technician	\$20	\$20

199-299 and non-credit/special interest courses have variable fees determined by the length and type of each.

FIRST READ OF DISTRICT GOVERNING BOARD POLICY 1087 DEFINITION OF DECENTRALIZATION

Summary:

In 1975, the founding District Governing Board approved Policy 1087. The policy was reviewed and revised on March 10, 1998. The staff recommends a review of DGB Policy 1087; this review may lead to revisions to the policy.

Policy 1087 Definition of Decentralization

The Board is committed to providing the college programs, activities, and services throughout the service area via decentralization. Components of decentralization will include the following:

1. Designating campuses where enrollment, programming and related services are sufficient to fulfill all objectives of the college's mission.
2. Designating centers and course sites where enrollment, programming and related services are insufficient to fulfill all objectives of the college's mission.
3. Allowing campuses and centers to grow according to the unique changes and needs identified within their respective communities.
4. Since high cost programs and services may not be possible for all college locations, these programs may be limited to single sites. These would become magnet programs attracting students to them from throughout the service area.
5. The delivery of instructional and student services via alternative, flexible multiple modalities.
6. Some administrative services must be centralized to be cost effective. (Rev 3/10/98)

