

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 **September 18, 2018 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 Paul Hempsey at the above address or telephone number at least 24 hours prior to the scheduled start time.

The Board may vote to hold an executive session for discussion or consideration of a personnel matter pursuant to A.R.S. §38-431.03(A)(1). 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, Paul Hempsey, certify that this notice of public meeting, prepared pursuant to A.R.S. § 38-431.02, was posted on or before the 17th day of September 2018, at 10:00 a.m.

Paul Hempsey
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. COUNTRY MOUNTAIN AIRWAVES [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
provides, supports
and promotes
lifelong learning.



Northland Pioneer College

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Governing Board Meeting Agenda

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

Date: September 18, 2018

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

<u>Item</u>	<u>Description</u>	<u>Resource</u>
1.	Call to Order and Pledge of Allegiance	Chair Lucero
2.	Adoption of the Agenda (Action)	Chair Lucero
3.	Call for Public Comment	Chair Lucero
	<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>	
4.	Reports:	
	A. Financial Position	CBO Ellison
	B. NPC Friends and Family	Director Wilson
	C. NPC Faculty Association	Mike Solomonson
	D. Human Resources	Written Report
	E. CASO	Written Report
	F. NPC Student Government Association	No Report
5.	Consent Agenda (Action)	Chair Lucero
	A. August 21, 2018 Regular Board Minutes	
	B. Dual Enrollment Intergovernmental Agreements between Navajo County Community College District and Hopi Junior/Senior High School.	
6.	Old Business: None.	
7.	New Business:	
	A. Request to Approve Board Policy 1441: Free Expression (Action)	President Vest
	B. Request to approve 2019-20 Strategic Planning and Budget Development Calendar	CBO Ellison
	C. Purchase of Vehicles	CBO Ellison
	D. Request to Approve Renewal of Service Contract for TALON Grant Equipment	CIO Way
	E. Request to Approve Purchase of CampusLogic	Vice President Jackson
8.	Standing Business:	
	A. Strategic Planning and Accreditation Steering Committee Report	Interim VPLSS Jackson
	B. President's Report	President Vest
	C. DGB Agenda Items and Informational Needs for Future Meetings	Chair Lucero
9.	Board Report/Summary of Current Events	Board Members
10.	Announcement of Next Regular Meeting October 16, 2018	Chair Lucero
11.	Adjournment	Chair Lucero

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.



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NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT

Statement of Financial Position

July 1, 2018 to July 31, 2018

Budget Period Expired

8%

Tax Supported Funds				
General Unrestricted				
	Current Month			
	Budget	Actual	Y-T-D Actual	%
REVENUES				
Primary Tax Levy	15,055,197	108,754	108,754	1%
State Aid:				
Maintenance and Operations	1,576,500	394,125	394,125	25%
Equalization	7,107,100	1,776,775	1,776,775	25%
Tuition and Fees	4,860,000	228,814	228,814	5%
Investment earnings	139,900	120,070	120,070	86%
Grants and Contracts	1,500,000	-	-	0%
Other Miscellaneous	-	25,634	25,634	
Fund Balance	650,000			
Transfers	(2,900,000)	(597,495)	(597,495)	21%
TOTAL REVENUES	\$ 27,988,697	\$ 2,056,677	\$ 2,056,677	7%
EXPENDITURES				
Salaries and Wages	18,406,016	971,663	971,663	5%
Operating Expenditures	9,582,681	628,910	628,910	7%
Capital Expenditures				
TOTAL EXPENDITURES	\$ 27,988,697	\$ 1,600,573	\$ 1,600,573	6%
Unrestricted Plant				
	Current Month			
	Budget	Actual	Y-T-D Actual	%
REVENUES				
State Aid:				
Capital/STEM	342,600	85,650	85,650	25%
Other Miscellaneous	400			
Fund Balance	9,100,000			0%
Transfers	2,000,000	174,784	174,784	9%
TOTAL REVENUES	\$ 11,443,000	\$ 260,434	\$ 260,434	2%
EXPENDITURES				
Salaries and Wages				
Operating Expenditures				
Capital Expenditures	11,443,000	260,434	260,434	2%
TOTAL EXPENDITURES	\$ 11,443,000	\$ 260,434	\$ 260,434	2%

NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
 Statement of Financial Position
 July 1, 2018 to July 31, 2018

Budget Period Expired 8%

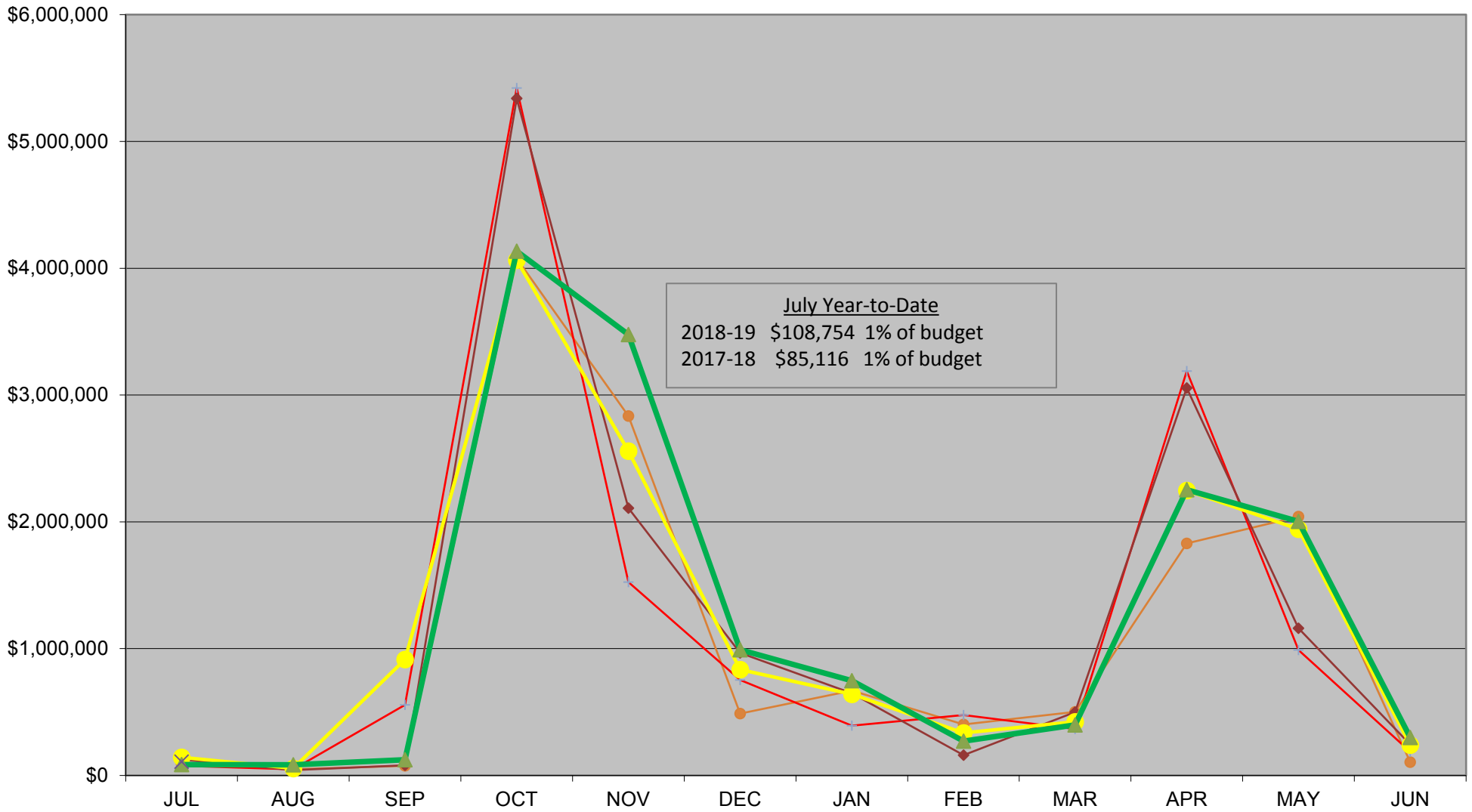
Restricted and Auxiliary Funds

	Restricted			
	Budget	Current Month Actual	Y-T-D Actual	%
REVENUES				
Grants and Contracts	6,000,000	45,883	45,883	1%
Fund Balance	-			
Transfers	600,000	420,037	420,037	70%
TOTAL REVENUES	\$ 6,600,000	\$ 465,920	\$ 465,920	7%
EXPENDITURES				
Salaries and Wages	828,551	96,264	96,264	12%
Operating Expenditures	5,771,449	369,656	369,656	6%
Capital Expenditures				
TOTAL EXPENDITURES	\$ 6,600,000	\$ 465,920	\$ 465,920	7%
	Auxiliary			
	Budget	Current Month Actual	Y-T-D Actual	%
REVENUES				
Sales and Services	300,000	21,396	21,396	7%
Fund Balance	-			
Transfers	300,000	2,674	2,674	1%
TOTAL REVENUES	\$ 600,000	\$ 24,070	\$ 24,070	4%
EXPENDITURES				
Salaries and Wages	296,914	19,279	19,279	6%
Operating Expenditures	303,086	4,791	4,791	2%
Capital Expenditures				
TOTAL EXPENDITURES	\$ 600,000	\$ 24,070	\$ 24,070	4%

Cash Flows

Cash flows from all activities (YTD)	\$2,807,101
Cash used for all activities (YTD)	\$2,350,997
Net Cash for all activities (YTD)	\$456,104

Monthly Primary Property Tax Receipts



Faculty Report Overview

9/7/18

Dear DGB Members,

Below you will find a report that was requested by the DGB last month, which outlines the activities that NPC faculty have been doing which are outside of their normal teaching duties (academic publishing, conferences, community service, etc.). Most of these activities date from the Spring and Summer 2018, as well as upcoming activities that faculty have committed themselves to doing.

Art Faculty member Magda Gluszek will be joining me for my faculty report at the 9/18/18 meeting. She will be reporting on a community service project that she has spear-headed, and materials that provide an overview of the project are included in this reading packet.

Sincerely,

**Mike Solomonson, President
NPC Faculty Association**

Eric Bishop (Computer Information Systems Faculty & Chair) In June, he attended a 3-day Google Faculty Institute in California. He learned about Google Cloud Platform (GC), Google App Maker, Cloud Functions, and Machine Learning. He was able to apply what he learned this summer at Google into his classes this semester. He continues to serve as a Commissioner on the City of Show Low's Planning and Zoning Commission, which he has been doing since 2012. Eric also continues to teach graduate level courses in Computer Science on an adjunct basis at Boston University (where he began in 2009). He has assisted that institution with curriculum development for new and existing courses in their program.

Chloe Fagotti (Cosmetology Faculty & Chair): volunteers at the White Mountain's Coalition Against Homelessness in Pinetop. She lived on the property from August 1, 2017—July 15, 2018 (serving as the night supervisor), and she assisted residents seeking employment with resume development, mock job interviews, as well as emphasizing “dressing for success” by providing haircuts, perms and colors. When residents came to the Cosmetology Department for services provided by Cosmetology students, Chloe paid 100% out-of-pocket costs, plus tips for the residents' services. In addition, she regularly volunteers for the Salvation Army, Angel Tree, Kids Back-to-School Backpacks, Ring Bells and assisting the elderly with home hair-cuts, toenail trimming, shopping and housekeeping. She also is a member of the Lions Club.

Mark Ford (Film Faculty): coaches AYSO Under-6 and Under-10 soccer in teams affiliated with Lakeside, and he also coaches the Lakeside Under-10 traveling team, named the White Mountain Blues. Mark accompanies the team as they travel to Phoenix, Tucson, Albuquerque, etc., for major tournaments around the state of Arizona and the region.

Magda Gluszek (Art Faculty): Last February 24th and 25th, she participated in the Ceramic Studio Tour in metro Phoenix which is sponsored by ASU's Ceramic Research Center. It's a free, self-guided tour of AZ clay artists. Artists who are from out of town get hosted in a local Phoenix artist's studio. All artists have work for sale and present a demonstration to the public. Magda was hosted with 4 other artists, including Ben Roti from Cottonwood and Jason Bonhert from Flagstaff. Ben was a visiting artist present at NPC last fall semester and will be jurying our annual Locally Grown art exhibition in the Talon Gallery. Jason will be a visiting artist at NPC in the spring 2019 semester. Magda met both of them as a result of being on the tour in previous years.

Then on May 19-20, Magda taught a weekend workshop that focused on sculpting heads and hands at Reitz Ranch Center for the ceramic arts in Cottonwood, AZ. On June 9-10, she gave a PowerPoint presentation about her artwork and an all-day demonstration of her sculpting techniques to a ceramics guild called the Chautauqua Area Potters at their kiln site, known as Scott Creek Fireplace in Fredonia, NY. Magda's undergraduate professor is an organizer in the group and wrote a grant to invite visiting artists out to present. In July, she had a solo exhibition of her artwork at Practical Art (a gallery and shop in Phoenix which only shows AZ artists).

Dr. Richard Harris (Spanish Faculty): was a member of a team organized by NPC to submit a proposal to present at the annual NACEP (National Alliance of Concurrent Enrollment Partnerships) conference last year in Washington, D.C. In addition to Dr. Harris (who is the Spanish and Structured English Immersion Faculty and Chair of the NPC's Dual Enrollment Sub-committee), the team consisted of Renell Heister, TALON Program Director; Karen Zimmerman, High School Programs and Recruitment Director. The proposal highlighted the TALON grant and the implementation of the CISCO technology used to deliver educational content to our dual enrollment partners in NPC's service area. The proposal also included sharing the resulting data (student completion rates, student retention rates, etc.) demonstrating the relative success of the first year of the program. NPC's proposal was accepted not only to present last year in Washington, D.C., but also to present at the 2019 annual conference this November in San Antonio, TX, to include the updated data acquired from the second year of the program. The team also represented NPC by presenting at the annual Arizona state-wide Dual Enrollment Conference held at Phoenix College last April.

Andrew Hassard (Faculty in Anthropology, Geography, Honors & SBS Chair): served as a resource for Betsyann Wilson as she organized the 2nd annual summer disc golf fundraiser tournament which continued its success from the first year. Andrew also plays on the pro disc golf tour and won the older professional division championship at the "High Desert Open" in April and the "King of the Mountain" in May. In late August he won the White Mountain Autism Foundation Tournament, where he competed against young and old pros. He also led a book discussion last year at the Show Low Public Library.

Randy Hoskins (Faculty in Welding & Chair): completed a AWS 9 year re-certification seminar in Denver, CO. His presentation was on being a CWI/CWE in education and the need for industry to give back, get involved and help in the welding education of the youth of America. The challenges for CWI/CWE is there is no on-the-job training in the inspection field, no variety moving from job to job, encountering different problems and solutions. He explained that professional development as an educator is completed in a classroom not crawling around a job site. His recommendation was for AWS to develop some type of job shadowing network that would allow an educator on a job working hand-in-hand with the site inspector, as a type of internship. As an educator, Randy believes that this would charge a person's batteries and help a person keep abreast of what is happening in industry, which could then be brought back into the classroom. The second part of his presentation explained about the NPC welding program and the fact that he was able to run his shop on a budget of \$40K per year, not \$10 million. He explained how advisory boards and industry partnerships were very valuable to the program and the students. Randy further challenged his audience to get involved and give back. It would be a win-win for both them and their companies. His presentation generated a great deal of discussion. Also, Randy's shop built a table for the Vernon fire department.

Cynthia Hutton (Biology Faculty): spent a week in Kansas City grading the AP Biology exam essays. This is something she has done for the past 20 years. She also received a full scholarship to attend a 4-day Short Course in Genomics in Bethesda, MD at the NHGRI (National Human Genome Research Institute), which is part of the NIH (National Institutes of Health).

Dr. Elizabeth Oliphant (English Faculty) is a new faculty member at NPC. She wrote a book review that will appear in *Great Plains Quarterly* this fall. Her review is on a facsimile of a 19th-century boys' adventure book called *Frank on the Prairie*. She was a good match for the review as she has done work with children's literature set in the U.S. West. The citation for the book she reviewed is: *Frank on the Prairie*. By Harry Castlemon. Additional Illustrations by Charles M. Russell. Introductions by Thomas A. Petrie and Thomas Minckler. Norman: University of Oklahoma Press, 2017. Vii + 280 pages.

Melody Niesen (English Faculty): is a new faculty member at NPC. Last spring, she presented in two capacities at the Conference on College Composition and Communication (4Cs). (The 4Cs is one of the flagship conferences in the field of composition.) The first presentation was a workshop entitled, "So, You want to Develop a Service-Learning Project?: A Workshop for Interdisciplinary, Community-based Learning Experiences." This workshop was centered on a service-learning project my colleague, Dr. Amanda Drake, and I developed that focused on connecting students in our first year writing courses with a local elementary school to help take writing out of the classroom and into the real world.

The second was a roundtable discussion titled "Towards Equity: An Exploration of Academic Roles in Corequisite Courses." Melody was the organizer of this roundtable, which featured faculty, student, and administrator perspectives about the corequisite program at the University of Central Missouri. She was heavily involved with the creation, development, and implementation of the corequisite program in the English Department at UCM.

Finally, Melody has been invited to speak on a panel at the National Council of Teachers of English (NCTE) Annual Convention in November. The NCTE Convention is another top event in the field of English studies. Her presentation is titled "Remixing and Remediating Student Voices." The talk focuses on her work to highlight student voices, which includes the creation of a StorySlam event and creative assignments in her composition courses.

Frank Pinnell (Welding Faculty): as part of a community service effort, Frank led his shop in building a brush truck.

Dr. Inez Schaechterle (English Faculty): will be judging textile items at the Navajo country fair as community service (Inez has a BS and MS in Clothing and Textiles).

Dr. David Smith (Biology Faculty): is collaborating with Doug Wolfe on a book for Indiana University Press on therizinosaurs, a group of unusual theropods close to the origin of birds. Additionally, David was a co-author with Doug Wolfe and Kent Sanders on a published paper in PlosOne entitled “A re-evaluation of the basicranial soft tissues and pneumaticity of the therizinosaurian *Nothronychus mckinleyi* (Theropoda; Maniraptora).” David also is working with Dave Gillette and Doug Wolfe to update the description of *Nothronychus*. Consequently, he spent most of the summer drawing the bones for another paper. They will use that information to reconstruct the musculature. He will present some results of this project at this year’s Society of Vertebrate Paleontology meeting in Albuquerque. Ultimately, he and his collaborators will be using those results to study functional morphology. They also are planning to CT scan some of the *Nothronychus* vertebrae sometime this coming year.

Dr. Mike Solomonson (Theatre, Speech Faculty & Chair): wrote a full-length play *Invasions and Penetrations*, which in July was named a finalist in the Problematic Play Festival at the Z Space in San Francisco. It was in the top 9 plays of the 175 plays submitted. Festival information can be found at: <http://www.zspace.org/problematic> The play had earlier been named a semi-finalist in the Eugene O’Neill Theater Center’s National Playwriting Conference competition, where it was in the top 24% of the over 1400 plays submitted from across the nation. He also is involved with the Kennedy Center American College Theatre Festival (KCACTF) as a regional respondent. In December, he will be responding to Mesa Community College’s production of *The Intelligent Design of Jenny Chow*.

EMPTY BOWLS



Northland Pioneer College
Visual Arts



Empty Bowls is an international grassroots effort to fight hunger. Artists and educators work with the community to create hand-crafted bowls. Guests from the community are invited to a simple meal of soup and bread. In exchange for a cash donation, guests are asked to keep a bowl as a reminder of all the empty bowls in the world. The money raised is donated to an organization working to end hunger and food insecurity. Learn more at: www.emptybowls.net

Make a bowl in the NPC ceramics studio!

White Mountain Campus, Show Low, Aspen Center Rm 104

Make-a-thon 1: Friday September 7 • 12 - 4pm

Make-a-thon 2: Friday September 21 • 12 - 4pm

Groups of 4 or more
please contact
magda.gluszek@npc.edu
or 928-532-6176
to sign up for
a making time at least
24 hrs in advance!

Join us for an Empty Bowls community event:

Friday November 16 • 11am - 3pm

White Mountain Campus, Show Low, Aspen Center Rm 103

\$10 donation = handmade bowl and serving of soup and bread (while supplies last)



Questions?
E-mail:
magda.gluszek@npc.edu

Soup provided by:



Bread provided by:



All donations will benefit:



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NPC hosts 'Make-a-Thons' for Empty Bowls project

SHOW LOW — One in four households in Navajo County and one in three households in Apache County are considered food insecure. Feeding[®] America estimates over 46,500 people in these two counties fall below the 185 percent poverty level for SNAP and other nutrition program eligibility.



Northland Pioneer College's Fine Arts Department is hosting two "Make-a-Thons" on Friday, Sept. 7 and 21, from Noon to 4 p.m., at the NPC Show Low campus, in the Aspen Center, room 104, to handcraft bowls to be used for the fourth annual Empty Bowls Community Event on Friday, November 16. Enter the campus from W. Whipple. The Aspen Center is the building closest to Whipple.

"No experience is necessary and all ages are welcome to help create bowls for the event," said Magda Gluszek, a well-known ceramicist and NPC art faculty. Groups of four or more should contact Gluszek at least 24 hours in advance to schedule a making time.

"Empty Bowls is an international nonprofit grassroots effort by ceramicists and educators, working with the community, to create handcrafted bowls as a way to raise awareness of food insecurity in our communities," Gluszek explained. "The bowls created during our 'Make-a-Thons' will be used to serve a simple meal of soup and bread during our third annual Empty Bowls Community Event. A cup of soup and a slice of bread. That's the daily meal for many in our communities facing food insecurity."

For a donation of \$10 at the Empty Bowls Community Event, you'll receive one of the handcrafted bowls filled with soup from *Persnikkity's* in Show Low and portion of bread from *Karen's Country Bake Shop* in Pinetop.

The Empty Bowls Community Event will be Friday, November 16, from 11 a.m. to 3 p.m., or until the soup and bread run out, at the NPC Show Low campus, 1001 W. Deuce of Clubs, in the Aspen Center, room

103. All proceeds go to *The Love Kitchen* in Pinetop to aid in the fight against hunger. The event has raised over \$5,000 for the Love Kitchen.

Food insecurity is defined as lack of access, at times, to enough food for an active, healthy life for all household members and limited or uncertain availability of nutritionally adequate foods. Food insecure households are not necessarily food insecure all the time. Food insecurity may reflect a household's need to make trade-offs between important basic needs, such as housing or medical bills, and purchasing nutritionally adequate foods.

For more information about the Empty Bowls project, contact Magda Gluszek at 532-6176.

--- N P C – *Expanding Minds • Transforming Lives* ---

--- N P C – *Expanding Minds • Transforming Lives* ---

**DGB Human Resources Update
September 18, 2018**

OPEN POSITIONS

1. **ADOC Faculty in Masonry Construction Technology – Open until filled. 1 applicant.**
2. **Faculty in Computer Information Systems – First Review October 15, 2018. 1 applicant**
3. **Training Coordinator – Closes September 21, 2018. 2 applicants.**

CLOSED: IN REVIEW

4. **Early Childhood Administrative Assistant – Closed July 27, 2018. 6 applicants.**
5. **SBDC Advisor and Trainer – Closed August 17, 2018. 5 applicants.**
6. **Information Services Support Technician – SCC. Closed August 17, 2018. 7 applicants.**
7. **Administrative Assistant for Student Services – Closed August 22, 2018. 22 applicants.**
8. **Accounting Technician – Closed September 14, 2018.**
9. **Campus Monitor – WMC – Closed September 14, 2018. 1 applicant.**
10. **Human Resources Specialist – Closed September 16, 2018. 25 applicants.**
11. **Academic Advisor – Closed September 1, 2018. 11 applicants.**

FILLED

12. **Information Services Support Technician – Jameson Rusch started September 4, 2018.**
13. **Faculty in Educational Technology – Mary Burkart starts 9/17/2018. Mary received her Bachelor's degree from the University of Kansas and her Master's degree from California State University.**
14. **Jr. Network and Systems Administrator – Curtis Roberts starts September 17, 2018.**
15. **Grant Advisor/Recruitment Specialist – Todd Wilcox starts September 12, 2018. Todd received his Bachelor's degree from University of Arizona and his Master's degree from Northern Arizona University.**

District Governing Board Report
September 2018

CASO sponsored a very successful silent auction at August convocation to raise money for student scholarships.

Because of the kindness of NPC employees who donated and/or purchased auction items, \$1841.50 was added to the CASO student scholarship fund.

CASO leaders and delegates are grateful for the generosity of our fellow employees.

Ina Sommers
CASO President

Navajo County Community College District Governing Board Meeting Minutes

August 21, 2018 – 10:00 a.m.
Painted Desert Campus, Tiponi Community Center
2251 East Navajo Boulevard, Holbrook, Arizona

Governing Board Member Present: Mr. Frank Lucero; Mr. James Matteson; Mr. Daniel Peaches; Mr. Derrick Leslie.

Governing Board Member Present by Phone:

Governing Board Member Absent: Mr. George Joe.

Staff Present: President Mark Vest; Chief Business Officer (CBO) Maderia Ellison; Interim Vice President Rickey Jackson; Chief Information Officer (CIO) PJ Way; Recording Secretary to the Board Paul Hempsey.

Others Present: Isaac Hutton; Everett Robinson; Ann Hess; David Huish; Peggy Belknap; Judy Yip-Reyes; Debra Myers; Mike Solomonson; Betsy Wilson; Matt Weber; Chris Roediger; Josh Rogers; Rochelle Lacapa; Jeremy Raisor; Amber Hill; Toni Gibbons.

Agenda Item 1: Call to Order and Pledge of Allegiance

Chair Lucero called the meeting to order at 10:00 a.m. and led the Pledge of Allegiance.

Agenda Item 2: Adoption of Agenda

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

Agenda Item 3: Call for Public Comment

None.

Agenda Item 4: Reports

4.A. Financial Position – Interim Vice President Ellison

CBO Ellison addressed the Board and reviewed the Financial Position Report noting that the packet contained two reports due to not having a meeting in July.

Mr. Leslie asked what items may fall under the heading of Unrestricted Plant. CBO Ellison responded that they would include a number of Information Services purchases, facility renovation and maintenance expenditures, and capital purchases.

Mr. Leslie asked how often the drawdowns of grants would be. CBO Ellison responded that it would depend on the grant, some would be monthly but smaller grants may be less often.



Mr. Matteson asked about the difference in estimated investment income and the actual total. CBO Ellison responded that the investments the college made did a lot better than expected this year and it is very difficult to provide an estimate on potential investment income. Mr. Matteson asked where the excess cash goes. CBO Ellison responded that it goes into the state pool account as well as a county account.

4.B. NPC Friends and Family – Director Wilson

Director Wilson addressed the Board and provided an update on recent Friends and Family activities highlighting the very successful Disc Golf Tournament which raised around \$4000 for student scholarships. Director Wilson also mentioned the upcoming Pedal the Petrified event on September 15th.

4.C. Faculty Association

Dr. Mike Solomonson, President of the Faculty Association, addressed the Board and reported on recent events. Dr. Solomonson noted that he would continue the trend, started by his predecessor, of bringing faculty members with him to report to the Board.

4.D. Assessment of Student Knowledge

Dr. Mike Solomonson provided a report on the college's efforts in the Assessment of Student Knowledge (ASK) and how they were attempting to tie assessment to ongoing Program Reviews.

Mr. Leslie asked what role the students played in the assessment process. Dr. Solomonson discussed the role his students would play in the process but could not currently speak for other instructors. Vice President Jackson noted that the ASK report is more of a summative assessment of a course.

Mr. Matteson asked if Dr. Solomonson could provide a report on the extracurricular activities the Faculty may have participated in over the summer.

Dr. Solomonson noted that he was the outgoing assessment chair and would be handing over to Dr. Allison Landy this year and she would provide any future reports to the Board. President Vest added that Dr. Landy would be invited to present during the Spring semester.

4.E. Human Resources

Written Report.

4.F. NPC CASO

No Report.

4.G. NPC Student Government Association

No Report.



Agenda Item 5: Consent Agenda

A. June 19, 2018 Regular Board Minutes

B. Dual Enrollment Intergovernmental Agreements between Navajo County Community College District and Holbrook USD; Joseph City USD; Miami USD; Sanders USD; Whiteriver USD; Winslow USD.

C. NALETA Intergovernmental Agreement between Navajo County Community College District and the Apache County Sheriff's Office.

Mr. Matteson made a motion to approve the consent agenda as presented. Mr. Leslie seconded. The vote was unanimous in the affirmative.

Agenda Item 6: Old Business

None.

Agenda Item 7: New Business

7.A. Request to Accept Resignation of Board Member

President Vest addressed the Board and noted that Board Member Joe had emailed his resignation and staff recommended acceptance.

Mr. Matteson made a motion to Accept Board member Joe's resignation. Mr. Peaches seconded. The vote was unanimous in the affirmative.

Mr. Leslie asked how long the process would take to fill the position as he would like the District to have a voice in upcoming discussions. President Vest responded that it would be up to the Navajo County Superintendent of Schools to fill the position and that she was prepared to move forward as quickly as possible.

7.B. Institutional Effectiveness Update

President Vest introduced Director of Institutional Effectiveness Dr. Judy Yip-Reyes. Dr. Yip-Reyes provided a report of what exactly the department does for the college as a whole and what priorities they would be working on in the upcoming year.

Mr. Matteson asked how the college was performing in Instructional Effectiveness, accepting that Dr. Yip-Reyes had only been director for a short period of time. Dr. Yip-Reyes noted she was in process of evaluating this herself, had a lot of work to do, but that she was looking forward to it.

7.C. Changes to Open Meeting Law

President Vest reviewed changes to the Open Meeting Law signed into statute this year and offered suggestions on how the Board might want to adjust to comply.

7.D. Request to Approve 2018-2019 Revised Budget

CBO Ellison reviewed the revisions to the 2018-2019 Budget noting the reasons the college had to make these changes.



Mr. Matteson made a motion to approve the 2018-2019 Revised Budget as presented. Mr. Leslie seconded. The vote passed upon a roll-call vote with Mr. Matteson, Chair Lucero, Mr. Leslie, and Mr. Peaches voting in favor. There were no votes against.

7.E. Request to Approve Veeam Backup & Replication Enterprise

CIO Way addressed the Board and reviewed the request to purchase Veeam Backup & Replication Enterprise noting this was for a five-year contract and a savings of almost fifty percent over previous contracts.

Mr. Matteson made a motion to Approve the purchase of Veeam Backup & Replication Enterprise as presented, Mr. Leslie seconded. The vote passed upon a roll-call vote with Mr. Matteson, Chair Lucero, Mr. Leslie, and Mr. Peaches voting in favor. There were no votes against.

7.F. Request to Approve Renewal of Cisco Smartnet Contracts

CIO Way addressed the Board and reviewed the request to renew the contract for services with Cisco which is a current budgeted item highlighting the long term savings the college would realize.

Mr. Matteson made a motion to Approve the renewal of Cisco Smartnet Contracts as presented, Mr. Peaches seconded. The vote passed upon a roll-call vote with Mr. Matteson, Chair Lucero, Mr. Leslie, and Mr. Peaches voting in favor. There were no votes against.

7.G. Show Low Campus – Potential Building Sites

CBO Ellison asked Director of Facilities and Vehicles to present to the Board and noted that in the current 2018-19 budget the college had included \$2.5 million for the repair of the Learning Center at the Show Low campus, as well as \$4 million to begin construction projects the Board may approve.

Mr. Lucero asked what the total amount of funds the college would have to spend on potential building options. CBO Ellison noted the current college Fund Balance would be approximately \$46 million.

Director Huish reviewed the existing Show Low campus and potential building sites and options for the Board

Mr. Matteson asked who the Drainage easements were granted to. Director Huish noted they were National floodplains but the City of Show Low was the administrator for the area.

Mr. Matteson asked if Director Huish had already started to consider the staging and order of projects to make sure of the continued smooth running of the college. Director Huish outlined more than one possible solution for the needs of the college, and the timeframes involved.

Mr. Lucero asked if the engineering surveys for potential building sites had already been completed. Director Huish noted that the Board would have to make a decision on buildings and



locations before applicable surveys could be completed, as the type, size, and weight would determine what tests would be needed.

Mr. Matteson asked Director Huish to provide three options at a future retreat.

Agenda Item 8: Standing Business

8.A. Strategic Planning and Accreditation Steering Committee (SPASC) Report

Interim Vice President Jackson provided a report on recent SPASC activities and future priorities, noting the Board would see a draft of new priorities at a future meeting.

8.B. President's Report

President Vest asked the Board members if they would be available on September 11th to participate in a Retreat at the White Mountain Campus with all indicating they would. President Vest also noted his intent to hang the group Portraits of past and present Boards in the Board Room.

8.C. Agenda Items/Informational Needs for Future Meetings

Mr. Leslie asked if the Board could receive an update on the Financial Aid department. Mr. Leslie also requested further information on any Active Threat trainings, especially at the centers.

Agenda Item 9: Board Report/Summary of Current Event

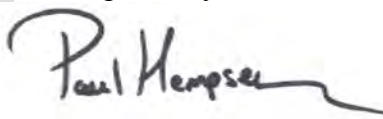
None.

Agenda Item 10: Announcement of Next Regular Meeting: Regular District Governing Board meeting on Tuesday, September 18, 2018.

Agenda Item 11: Adjournment

The meeting was adjourned at 11:24 p.m. upon a motion by Mr. Matteson and a second by Mr. Peaches. The vote passed upon a roll-call vote with Mr. Matteson, Chair Lucero, Mr. Leslie, and Mr. Peaches voting in favor. There were no votes against.

Respectfully submitted,



Paul Hempsey
Recording Secretary to the Board



**INTERGOVERNMENTAL AGREEMENT
BETWEEN
NAVAJO COUNTY COMMUNITY COLLEGE
AND
HOPI JUNIOR/SENIOR HIGH SCHOOL**

This Intergovernmental Agreement (“Agreement”) is entered into between Navajo County Community College District (“College”), and Hopi Junior/Senior High School (“School”) (collectively “Parties”).

BACKGROUND

College is authorized to enter into this Agreement pursuant to A.R.S. § 15-1444(B)(4), and § 15-1821.01. Grant schools are authorized to participate in this Agreement under the Tribally Controlled Schools Act, 25 U.S.C. § 2501 *et seq.* This Agreement and its use are mandated under A.R.S. § 15-1821.01(1).

College has determined that it is desirable to offer college level courses that may be counted toward both high school and college graduation requirements at the high school during the school day.

School desires that College provide to high school students college level courses that may be counted toward both high school and college graduation requirements.

AGREEMENT

In consideration of the mutual promises contained herein, the Parties agree as follows:

1. PURPOSE

The purpose of this Agreement is to set forth the understanding of the Parties as to their respective responsibilities and rights in providing Dual Enrollment Courses, as defined in Section 2 below, to eligible School students.

2. DEFINITION

Pursuant to A.R.S. § 15-101(11), a “Dual Enrollment Course” is defined as a college level course that is conducted on the campus of a high school or on the campus of a joint technological education, and that is:

- A. applicable to an established community college academic degree or certificate program, and transfer
- B. applicable to a community college occupational degree or certificate program.
- C. Notwithstanding the foregoing, physical education shall not be available as a Dual Enrollment Course.

3. EFFECTIVE DATE AND TERM

- A. This Agreement shall be effective:
 - i. After the governing boards of School and College have approved it; and
 - ii. On the date that authorized representatives of both Parties have signed it [*Effective Date*].
- B. The term of this Agreement shall be from the Effective Date through June 30, 2019. (“Term”)

4. OBLIGATIONS OF COLLEGE

4.1 General Course Requirements

A. College will offer Dual Enrollment Courses to School juniors and seniors, and to freshman and sophomore students subject to Paragraph E in this Section 4.1 who meet College's prerequisites.

B. Pursuant to A.R.S. § 15-1821.01(3), College will ensure that all Dual Enrollment Courses offered to School students are:

1. of a quality and depth to qualify for college credit as determined by College;
2. evaluated and approved through the College curriculum approval process;
3. at a higher level than taught by the School high school;
4. transferable to an Arizona public university or applicable to an established community college occupational degree or certificate program; and
5. compliant with all other standards for College courses.

Dual Enrollment Courses offered pursuant to this Agreement are listed in Exhibit A attached to this Agreement.

C. Students enrolled in Dual Enrollment Courses shall be admitted to College for college level credit under current procedures for admission of students to College, and in compliance with A.R.S. § 15-1821.01 and A.R.S. § 15-1805.01. A student who is under eighteen (18) years of age may be granted admission if the student meets the pre-requisites for the Dual Enrollment Course and the student achieves any one of the following:

1. a composite score of ninety-three (93) or more on the preliminary scholastic aptitude test;
2. a composite score of nine hundred thirty (930) or more on the scholastic aptitude test;
3. a composite score of twenty-two (22) or more on the American college test;
4. a passing score on the relevant portions of the Arizona instrument to measure standards test;
5. the completion of a college placement test designated by College that indicates the student is at the appropriate college level for the course; or
6. is a graduate of a private or public high school or has a high school certificate of equivalency.

Home schooled students are exempt from Sections 1-6 of this Paragraph C. Notwithstanding the above, a student who enrolls in a vocational or occupational education course may be admitted on an individual basis with the approval of College if the student meets the established requirements of the course for which the student enrolls and College determine that the student's admission is in the best interest of the student. College retains the right to refuse admission to and remove a student from Dual Enrollment Courses in accordance with College policy.

D. College shall determine residency status of students for tuition purposes in accordance with A.R.S. § 15-1801 *et seq.*

E. Pursuant to A.R.S. § 15-1821.01(2)(b) and subject to Section 5.1(E) below, College may waive the class status requirements set forth in Section 4.1(A) for up to twenty-five percent (25%) of the students enrolled for Dual Enrollment Courses by College. College shall have written criteria for waiving the requirement for each Dual Enrollment Course which shall include a demonstration, by an examination of the specific purposes and requirements of the course, that freshman and sophomore students who meet the Dual Enrollment Course prerequisites are prepared to benefit from the college level course. College shall report all exceptions and the justification for each exception.

F. College will provide to School the instructional information necessary to meet the goals of the courses delivered, including but not limited to College approved textbook titles, syllabi, course outlines and grading standards applicable to the Dual Enrollment Courses.

G. College will ensure that instructors of Dual Enrollment Courses follow the Dual Enrollment Course guidelines, and that the same standards of expectation and assessment that are applied to other College courses are applied to the Dual Enrollment Courses.

H. For each student, College will assign an identification number to the student that shall correspond to or reference the Native American Student Information System (NASIS) number assigned to the student. School will provide College with the NASIS number for each student as provided in Section 5.1(G).

I. College will grant College credit for a Dual Enrollment Course when a student satisfactorily completes the course.

4.2 Instructors and Instruction

A. College will ensure that School instructors teaching Dual Enrollment Courses have valid College teaching qualifications in the field being taught and are selected and evaluated by College using the same procedure and criteria that are used for instructors at College campus.

B. If College is providing the instructor for a Dual Enrollment Course, College will provide at College's expense a substitute instructor, as necessary and as agreed upon by School, to cover the absence of any College instructor teaching a Dual Enrollment Course.

4.3 Assessment and Monitoring

A. Except for vocational and occupational Dual Enrollment Courses, and if required by College policy, College will assess each student who seeks enrollment in a Dual Enrollment Course through an assessment test prior to, or at the time of, enrollment to determine and assure proper placement in the Dual Enrollment Courses.

B. College will involve full-time College faculty who teach a particular discipline in the selection, orientation, ongoing professional development and evaluation of School faculty teaching Dual Enrollment Courses.

C. College will designate a liaison officer to assist with dual enrollment activities and to meet with the liaison designated by School as necessary and, at least once within a two-year period, to review Dual Enrollment Course outlines and School's high school scope and sequence, and to review and amend the course outlines as necessary.

4.4 Policy and Procedure

- A. College will comply with all applicable procedures and requirements for the Dual Enrollment Courses set out in state statute and College policy.
- B. College will provide School with College policies and procedures applicable to students enrolling in Dual Enrollment Courses.
- C. College will provide School access to the educational records of students as necessary to carry out the terms of this Agreement, and limit access to such records to employees who have a legitimate interest and a need to know the substance of the particular record, understanding that students enrolled in the Dual Enrollment Courses will be enrolled in both School and College. Pursuant to the Family Educational Rights and Privacy Act of 1974, as amended (“FERPA”), and applicable regulations, School and College may disclose educational records of students to each other as “officials of another school system” where the student is enrolled.

4.5 Students with Disabilities

- A. After notification from School of a student’s need, if College is providing the instructor, College will cooperate with School to ensure the instructor complies with Section 504 of the Rehabilitation Act of 1973, as amended, or the Individuals with Disabilities Education Act (“IDEA”), as applicable. College shall work with School in determining appropriate accommodations or special education services, however, School shall have the primary financial and administrative responsibility for providing and implementing necessary accommodations or services.
- B. College will provide training and guidance to instructors and other personnel in the area of compliance with the Americans with Disabilities Act (“ADA”) and Rehabilitation Act of 1973, as amended, as the Acts specifically relate to instructing students in a postsecondary education situation.

4.6 Reporting

College will submit a report to the Joint Legislative Budget Committee pursuant to A.R.S. § 15-1821.01(2)(b) when necessary, and School will provide College with data that is required for inclusion in any such report in a timely fashion, as specified in Section 5.6.

5. OBLIGATIONS OF SCHOOL

5.1 General Course Requirements

- A. School will provide an opportunity for School students who meet criteria pursuant to Paragraph B of this Section 5.1 to enroll in Dual Enrollment Courses and to receive college credit and credit toward high school graduation.
- B. Pursuant to A.R.S. § 15-1821.01(6), School will ensure that each student who enrolls for a Dual Enrollment Course pursuant to this Agreement is a full-time student and is currently enrolled in and attending a full-time instructional program, as defined in A.R.S. § 15-901, in School, except that high school seniors who satisfy high school graduation requirements with less than a full-time instructional program shall be exempt from this provision.
- C. If School is providing the instructor for the Dual Enrollment Course, School will provide instruction in accordance with the polices, regulations and instructional standards of College in courses designated as Dual Enrollment Courses to students of School at the School facility during the day.

D. School will verify that each student enrolled in a Dual Enrollment Course, including those not electing to enroll for College credit, satisfies the prerequisites for the Dual Enrollment Course as published in College's catalog and complies with College policies and this Agreement regarding student placement in courses.

E. The School Superintendent or designee may allow freshman and sophomore students to enroll in Dual Enrollment Courses subject to Section 4.1(E) above.

F. School will adopt and utilize College approved textbooks, course outlines, and grading standards applicable to the Dual Enrollment Courses being taught. School shall provide textbooks for the students. Each student shall be responsible to purchase other supplies, if any, required for the Dual Enrollment Course. Classroom supplies normally supplied by College are included in tuition charges.

G. For each student enrolling in a Dual Enrollment Course, School will enroll the student using the student's NASIS number and provide that number to College.

5.2 Instructors and Instruction

A. If School is to provide the instructor, School will nominate an instructor qualified in the appropriate subject area for each Dual Enrollment Courses and submit each instructor's name and credentials to College for approval.

B. School will ensure that School instructors teaching Dual Enrollment Courses provide instruction in accordance with the policies, regulations and instructional standards of College and comply with College assessments.

C. If School is providing the instructor, School will provide at School's expense a substitute instructor, as necessary and as agreed upon by College, to cover the absence of a School instructor who teaches a Dual Enrollment Course. In the case of substitutions exceeding ten (10) consecutive school days, School shall notify College in writing of the name and credentials of the substitute instructor.

5.3 Assessment and Monitoring

School will designate a liaison officer to assist with dual enrollment activities and to meet with the College designated liaison as necessary and, at least once within a two-year period, to review Dual Enrollment Course outlines and School's high school scope and sequence to review and amend the course outlines as necessary.

5.4 Policy and Procedure

A. School will ensure that each student seeking enrollment in a Dual Enrollment Course:

1. has completed the necessary registration forms;
2. has completed College assessment examinations, if required by College;
3. is aware the student is subject to both School policies and procedures and College policies and procedures;
4. is aware the student is participating in a college level course, even though provided at the School, and should act appropriately; and

5. is aware of the requirements for determination of in-state tuition.

B. School will ensure that each instructor of Dual Enrollment Courses agrees to be subject to School policies and procedures and College policies and procedures, including the right of College to withdraw authorization of the instructor's participation in the dual enrollment program for failure to follow College requirements.

C. School will provide College access to the educational records of students as necessary to carry out the terms of this Agreement, and limit access to such records to employees who have a legitimate interest and a need to know the substance of the particular record, understanding that students enrolled in the Dual Enrollment Courses will be enrolled in both School and College. Pursuant to FERPA and applicable regulations, School and College may disclose educational records of students to each other as "officials of another school system" where the student is enrolled.

5.5 Students with Disabilities

School will determine the appropriate accommodations for each qualified student with disabilities in accordance with the ADA and Section 504 of the Rehabilitation Act of 1973 or the IDEA, as applicable, submit appropriate documentation on students with disabilities to the Disabilities Coordinator at College, and implement accommodations or special education services as required by Federal and State law and as negotiated between the College Disability Resource office and School. School shall work with College in determining appropriate accommodations or special education services. School shall have the primary financial and administrative responsibility for providing and implementing necessary accommodations or services.

5.6 Reporting

School will provide to College any data or other information that is required for the submission of the report required by A.R.S. § 15-1821.01(2)(b).

5.7 Facilities and Funding

A. School will provide classroom/laboratory space in which Dual Enrollment Courses and activities will be conducted. Facilities and ancillary services provided for the delivery of Dual Enrollment Courses shall comply with all applicable provision of the state Fire Marshall Code, A.R.S. § 41-2161 et seq. (access for disabled persons), and all other applicable federal and state laws.

B. Payment, if any, for facilities and ancillary services shall be designated in Exhibit B attached to this Agreement.

6. MUTUAL AGREEMENTS

6.1 Instructor

A. Throughout the term of this Agreement, an instructor provided by School shall remain an employee of School, and shall be subject to the terms and conditions of the instructor's employment contract and School policy, but shall also be subject to continuing approval by College. Should a School instructor violate College procedure or policy, College may withdraw authorization for the instructor to participate in the dual enrollment program and School, upon such withdrawal of authorization, shall substitute another qualified instructor and notify College in writing of such substitution. The instructor must be approved by College pursuant to the terms of this Agreement.

B. Throughout the term of this Agreement, an instructor provided by College shall remain an employee of College, and shall be subject to the terms and conditions of the instructor's employment contract and College policy, but shall also be subject to School policy. Should a College instructor violate School procedure or policy, School may ask College to withdraw authorization for the instructor to participate in the dual enrollment program and College, upon such withdrawal of authorization, shall substitute another qualified instructor and notify School in writing of such substitution.

6.2 Student

Each student enrolled in a Dual Enrollment Course, even though enrolled as a College student during the term of the Dual Enrollment Course, shall remain a student of School and shall follow the schedule and calendar of classes as established by School and approved by College.

6.3 Removal from Course

School retains the right to refuse to allow a student to enroll in a Dual Enrollment Course and to discipline and/or remove any student from the Dual Enrollment Course in accordance with School policies. College shall have the right to request School to remove a student from a Dual Enrollment Course in accordance with College policy.

6.4 Schedule and Number of Students

School and College shall mutually determine the schedule of, and maximum and minimum number of students to enroll in, each Dual Enrollment Course. Such schedule shall not be changed except by prior written agreement of School and College. School and College must mutually agree if any student who is not a student of School will be enrolled in a Dual Enrollment Course; provided, however, that any such student must comply with the admissions requirements and course prerequisite requirement provisions of this Agreement.

6.5 Availability of Instructors

Availability of Dual Enrollment Courses offered by College shall be dependent on the availability of appropriately qualified instructors. College may compensate School for the services of a qualified instructor provided by School or, alternatively, College may provide a qualified instructor to deliver any Dual Enrollment Course.

6.6 Guidelines

School and College shall ensure that each student enrolled in a Dual Enrollment Course, and all personnel of School and all personnel of College who are involved in the dual enrollment program are provided with dual enrollment guidelines, and that such persons agree to review and comply with the guidelines.

6.7 Rigor of Courses

College and School agree that college level courses are rigorous and demanding courses, and the standards and criteria of any Dual Enrollment Course shall meet statutory and College criteria, and such criteria shall not be diminished for the purpose of the dual enrollment program.

7. FINANCIAL PROVISIONS AND FORMAT FOR BILLING: See Exhibit B attached.

7.1 Fees

Fees and charges for the Dual Enrollment Courses and program are provided on Exhibit B attached to this Agreement.

7.2 Supplies

School will provide and pay for basic textbooks, workbooks, supplies and other costs related to the teaching of and the administration of Dual Enrollment Courses within School.

7.3 Tuition

A. Either the student o

B. r School shall be responsible for payment of tuition to College, as specified in Exhibit B.

B. College may provide grants, scholarships or financial aid in accordance with College policies and as set forth in Exhibit B. In addition, College may offset tuition payments owed to College by School with payments due from College to School.

C. School understands and agrees that tuition charges for students enrolled under this program may vary from student to student depending upon the total number of student credit hours for which each student has enrolled each term, and depending upon the student's eligibility for in-state tuition. Pursuant to A.R.S. § 15-1802(C), the residency of an un-emancipated student under the age of nineteen years will be that of the student's parent or legal guardian, and any student who does not meet the statutory requirements for in-state tuition will be charged out of state tuition rates.

7.4 Billing Format

The format for the billing of all services pursuant to this Agreement is set forth on Exhibit B. The Billing Format shall include all information required by A.R.S. § 15-1821.01(1)(a).

8. RECORDS

All accounts, reports, files and other records relating to this Agreement shall be kept for a minimum of five (5) years after termination of this Agreement and shall be open to reasonable inspection and audit by the other party during that period. Audits may be conducted, at a time mutually agreed upon by the parties, by any appropriate political subdivision or agency of the State of Arizona or by representatives of the comptroller General of the United States or the Secretary of Education when required by applicable federal regulations.

9. CONFIDENTIALITY

All written student records shall be kept confidential in accordance with FERPA and regulations adopted pursuant to FERPA, the IDEA and regulations adopted thereunder, and applicable federal, tribal, and state laws and School policies controlling the disclosure of personally identifiable information from a student's education records.

10. TERMINATION/DISPOSITION OF PROPERTY

10.1 Termination

Either Party may terminate this Agreement for any reason following written notice to the other Party of intent to terminate delivered not less than 90 days prior to the intended date of termination. Except as provided in this section 10, termination shall only be effective at the end of a semester, and no Dual Enrollment Course shall be terminated prior to such effective date.

10.2 Risk to Health or Safety

If either Party has reason to suspect that any activities undertaken pursuant to this Agreement present a risk to the health or safety of students or is contrary to the Party's mission or operations, that Party may request that a meeting between the Parties be convened within 48 hours and promptly confirm the meeting in writing. In such circumstances, the Parties to this Agreement will attempt to reconcile differences within five working days of such meeting. If reconciliation is not achieved within the five day period, this Agreement will automatically terminate.

10.3 No Relief from Obligations

Termination shall not relieve either Party from its obligation to pay for services provided prior to termination and those for any student already admitted and enrolled in a course or courses and obtaining dual credit at the time of termination or notice thereof.

10.4 Disposition of Property

The Parties do not contemplate joint acquisition of any property pursuant to this Agreement. Upon termination of this Agreement, equipment furnished or purchased by College for the program shall be retained by College, and equipment furnished or purchased by School for the program shall be retained by School.

11. RESPONSIBILITY

11.1 Conduct of Operations

Each Party agrees to be responsible for the conduct of its operations and performance of contract obligations and the actions of its own personnel while performing services under this Agreement, and each party shall be solely responsible for supervision, daily direction, control of payment of salary (including withholding for payment of taxes and social security), workers' compensation and disability benefits.

11.2 Indemnification

Each Party, to the greatest extent legally permissible, shall indemnify, defend, and hold harmless the other Party from any liability resulting from the negligence, intentionally tortious, or willful misconduct of the indemnifying Party's employees, officers, students and agents.

12. CANCELLATION FOR CONFLICT OF INTEREST

This Agreement may be canceled pursuant to A.R.S. § 38-511, the pertinent provisions of which are fully incorporated herein by reference.

13. NON-ASSIGNABILITY

Neither Party may assign any right or delegate a duty or responsibility under this Agreement without the prior written consent of the other Party.

14. COMPLIANCE WITH NON-DISCRIMINATION LAWS

To the extent applicable, the Parties shall comply with all College policies and State and Federal laws and regulations, including Executive Order 2009-09, which prohibit discrimination against any person based on race, religion, handicap, color, age, sex, sexual orientation, political affiliation or national origin, and the Parties shall prohibit discrimination in the employment or advancement in employment of a qualified person because of physical or mental disability including all applicable provisions of the ADA.

15. RIGHTS/OBLIGATIONS OF PARTIES ONLY

The terms of this Agreement are intended only to define the respective rights and obligations of the Parties. Nothing expressed herein shall create any rights or duties in favor of any potential third party beneficiary or other person, agency or organization.

16. ENTIRE AGREEMENT

This Agreement, and its attachments as noted herein, constitutes the entire agreement between the Parties, and, except as previously noted, all prior or contemporaneous oral or written agreements are superseded by this Agreement. There are no representations or other provisions other than those contained herein, and any amendment or modification of this Agreement shall be made in writing and signed by the Parties to this Agreement.

17. INVALIDITY OF PART OF THE AGREEMENT

If any part of this Agreement is held to be illegal, invalid or void by a court of competent jurisdiction, the remainder of this Agreement shall remain in full force and effect with those offending portions omitted.

18. GOVERNING LAW

This Agreement shall be construed under the laws of the State of Arizona and shall incorporate by reference all laws governing intergovernmental agreements and mandatory contract provisions of state agencies required by statute or executive order.

All statutes and regulations referenced in this Agreement are incorporated herein as if fully stated in their entirety in the Agreement. Each Party agrees to comply with and be responsible for the provisions, the statutes, and the regulations set out in this Agreement.

Incorporation of sections of the Arizona Revised Statutes are for contractual purposes only, it is expressly acknowledged by the Parties that this Agreement does not grant jurisdiction over the School or any portion of the Hopi Tribe or Hopi Indian Reservation to the State of Arizona. The Parties further acknowledge that the laws of the State of Arizona are only applicable to the extent the Parties have agreed to incorporate them as contractual provisions.

19. NOTICE

All notices, requests for payment, or other correspondence between the Parties regarding this Agreement shall be mailed United States postage prepaid or delivered personally to the respective parties at the following addresses:

If to College:

Dr. Jeanne Swarthout, President
Northland Pioneer College
P.O. Box 610
Holbrook, AZ, 86025

If to School:

Dr. Steven Berbeco, Superintendent
Hopi Junior/ Senior High School
P.O Box 337
Keams Canyon, AZ 86034

COLLEGE

SCHOOL

By: Jeanne Swarthout, Ph.D.
Title: President

By: Dr. Steven Berbeco, Superintendent
Title: Superintendent

21 August 2018

Date

Date

Attorney Approval: This Agreement has been reviewed pursuant to A.R.S. § 11-952 by the undersigned attorney who has determined that it is in proper form and is within the powers and authority granted under the laws of Arizona to the Governing Board of the College.

By: 
Legal Counsel for College

Attorney Approval: This Agreement has been reviewed by the undersigned attorney who has determined that it is in proper form and is within the powers and authority granted by federal law and the Hopi Tribe to Hopi Junior Senior High School.

By: 
Legal Counsel for School

EXHIBIT A

**TYPE OF INSTRUCTION
DUAL ENROLLMENT COURSES**

COURSES AND CREDITS

For complete course descriptions, refer to the current College catalog.

All courses listed with an asterisk are also offered to freshmen and sophomore students.

The number of students admitted for any Dual Enrollment Course shall not be less than six (6) students per section and shall not exceed a maximum of thirty (30) students per section except and to the extent that the parties agree otherwise in writing in a specified circumstance.

-FALL DE CLASSES-

<u>COURSE</u>	<u>TITLE</u>	<u>INSTRUCTOR</u>	<u>CREDITS</u>
HOPI HOCO ENL101 72 93409	COLLEGE COMPOSITION	-MTWRF- 10:15a-11:05a CARPENTER,	3.00

-SPRING DE CLASSES-

<u>COURSE</u>	<u>TITLE</u>	<u>INSTRUCTOR</u>	<u>CREDITS</u>
HOPI HOCO ENL102 71 13390	COLLEGE COMPOSITION II	-MTWRF- 10:15-11:05 CARPENTER,	3.00
HOPI HOCO MAT152 74 13392	ADVANCED ALGEBRA	-MTWRF- 8:27- 9:17 LOMAKEM,	3.00
HOPI HOCO MAT189 67 13394	PRECALCULUS ALGEBRA-TRI	-MTWRF- 9:21-10:11 LOMAKEM, L	3.00

EXHIBIT B

FINANCIAL PROVISIONS

Fill in the blanks. If the information is not applicable, indicate NA in the blank. Additional directions for completing this form are in italics.

1. INSTRUCTORS

Instructors shall be provided as follows: *(Check the appropriate line)*

- School shall provide and pay all instructors.
- College shall provide and pay all instructors.
- Each party shall provide and pay for instructors as follows: _____

2. PAYMENTS TO THE SCHOOL

For each course for which the School provides and pays for the instructor, the College shall pay the School ten dollars (\$10) per credit hour for each properly enrolled student, capped at one hundred dollars (\$100) per credit hour for each course.

Invoices from the School to the College shall be based on College course rosters and include the information listed in Exhibit A of this Agreement.

3. PAYMENTS OF TUITION AND FEES/COSTS TO THE COLLEGE

TUITION:

College tuition is Seventy-four dollars (\$74) per credit hour for each in-state student and three hundred fifty-five dollars (\$355) per credit hour for each student who, pursuant to A.R.S. §15-1802 or A.R.S. §15-1803, does not qualify for in-state student status.

ADDITIONAL FEES AND/OR COSTS:

Set out below are additional fees and costs and, for each, a designation as to whether the School or student is responsible for payment of each fee or cost.

Fees and Costs (Including special course fees; assessment costs, if any; etc.)	<i>For each fee or cost, check the appropriate line to indicate whether the School or student is responsible for payment to the College of the fee or cost.</i>	
1. Media Fee	School _____	Student <u>X</u>
2. Course Fees (schedule attached)	School _____	Student <u>X</u>
3.	School _____	Student _____

4. COLLECTION AND PAYMENT OF TUITION AND FEES/COSTS

Check the appropriate line:

- School is responsible for payment of tuition to the College.
- Each student is responsible for payment of tuition to the College.

For tuition and fee/cost payments required to be made by the School to the College:

- A. School is authorized and retains the discretion to collect tuition and fee/cost payments from its students to the extent School deems appropriate; and

- B. School may reduce its required payment of tuition and fees/costs owed to the College pursuant to paragraph 3 by the amount of any payment owed to School by the College pursuant to paragraph 2.

For any tuition and fee/cost payment required to be made by a student to the College, the College shall establish an individual billing account for that student and the billing for such tuition and/or fees and costs shall occur in accordance with College policies and procedures.

5. FINANCIAL AID

Except as indicated in this section, College offers no grant, scholarship or financial aid for the dual enrollment program.

If tuition and/or additional fees and costs are the responsibility of individual students, a student may be eligible for tuition and fee and cost scholarships in compliance with College policies and procedures.

6. FORMAT OF INVOICES BETWEEN THE SCHOOL AND COLLEGE

The School and College shall send invoices to the other to the attention and at the address listed below no later than thirty (30) days after the end of each semester. Each invoice shall detail any payments due. Payments shall be due within thirty (30) days of receipt of an invoice.

Invoices to be sent to the College: <i>(specify administrator and address)</i>	Invoices to be sent to the School: <i>(specify administrator and address)</i>
Not applicable	
_____	_____
_____	_____
_____	_____

7. FULL TIME STUDENT EQUIVALENT FINANCIAL INFORMATION

Amount College received in FTSE in prior academic year:
(Specify dollar amount)
\$1,606,000

Portion of that FTSE distributed to School:
(Specify percentage or dollar amount)
Less than 1%

Amount School returned to College:
(Specify percentage or dollar amount)
-0-

Request to Approve Board Policy 1441: Free Expression

Recommendation:

Staff recommends immediate adoption of Board Policy 1441: Free Expression, to bring college policy into alignment with Arizona Revised Statute (ARS) 15-1866.

Summary:

In the 2018 legislative session, the Arizona state legislature amended ARS 15-1866 to prescribe for public universities and community colleges specific regulations and policy regarding free expression on campus. The college is required to adopt a policy including the language noted below. Once the policy is adopted, the college will begin the process of reviewing and updating procedures related to this policy.



Policy 1441: Free Expression

Per ARS §15-1866, the board requires the college to adopt and implement the following language regarding free expression:

1. The primary function of an institution of higher education is the discovery, improvement, transmission and dissemination of knowledge by means of research, teaching, discussion and debate. This statement shall provide that, to fulfill this function, the university or community college must strive to ensure the fullest degree of intellectual freedom and free expression.
2. It is not the proper role of an institution of higher education to shield individuals from speech protected by the first amendment, including, without limitation, ideas and opinions that may be unwelcome, disagreeable or deeply offensive.
3. Students and faculty members have the freedom to discuss any problem that presents itself, as the first amendment allows and within the limits of reasonable viewpoint and content-neutral restrictions on time, place and manner of expression that are consistent with this article and that are necessary to achieve a compelling institutional interest if these restrictions are clear, are published and provide ample alternative means of expression. This statement shall specify that students and faculty members may assemble and engage in spontaneous expressive activities if those activities are not unlawful and do not materially and substantially disrupt the functioning of the university or community college.
4. There is a range of disciplinary actions for a student who is subject to the jurisdiction of a university or community college and who engages in individual conduct that materially and substantially infringes on the rights of other persons to engage in or listen to expressive activity.
5. In all disciplinary proceedings involving students, including proceedings involving expressive conduct, a student is entitled to a disciplinary hearing under published procedures that include, at a minimum, all of the following:
 - (a) The right to receive advanced written notice of the allegations.
 - (b) The right to review the evidence in support of the allegations.
 - (c) The right to confront witnesses who testify against that student.
 - (d) The right to present a defense.
 - (e) The right to call witnesses.
 - (f) A decision by an impartial person or panel.
 - (g) The right to appeal.

(h) If either a suspension of more than thirty days or expulsion is a potential consequence of a disciplinary proceeding under this section, the right to active assistance of counsel.

Request to approve 2019-20 Strategic Planning and Budget Development Calendar

Recommendation:

Staff recommends approval of the 2019-20 Strategic Planning and Budget Development Calendar.

Summary:

The Strategic Planning and Budget Development Calendar is similar to last year. Staff will review the proposed strategic planning and budget development for 2019-20 and answer questions.



STRATEGIC PLANNING AND BUDGET DEVELOPMENT CALENDAR

FISCAL YEAR 2019 – 2020
PROPOSED

ACTIVITY	RESOURCE	DUE BY
1. Receive & approve calendar	DGB	18 September
2. Receive draft strategic plan	DGB	18 September
3. Approve strategic plan	DGB	16 October
4. Develop operational plans	SPASC	19 October
5. Executive team receives operational plans	SPASC	18 December
6. Receive and approve budget assumptions & overview	DGB	18 December
7. Review current strategic plan/budget at convocation	SPASC	7 January 2019
8. Solicit input for upcoming strategic plan at convocation	SPASC	7 January
9. Distribute budget materials for operational & capital	Bus Ofc	8 January
10. Financial Services receives budget requests	Department Managers	4 February
11. Executive team, faculty, CASO meet on wages & salary	Ex Tm FA CASO	6-28 February
12. Review of operational & capital plans/budget requests	Executive Team	12 February
13. Receive introductory budget analysis	DGB	19 February
14. Receive tuition and fee schedules	DGB	19 February
15. President receives wage & salary recommendation	FA CASO	1 March
16. Budget hearings	SPASC	5 March
17. Receive preliminary budget analysis	DGB	19 March
18. Receive operational plans	DGB	19 March
19. Receive wage and salary recommendation	DGB	19 March
20. Approve tuition and fee schedules	DGB	19 March
21. Approve salary schedules	DGB	16 April
22. Receive complete budget analysis	DGB	16 April
23. Adopt tentative budgets & approve publication	DGB	16 April
24. Publish notice of budget public hearing/TNT hearing	CBO	26 April
25. Develop priorities for upcoming strategic plan	DGB	29 April
26. Publish notice of TNT hearing (2)	CBO	2 May
27. Publish notice of budget public hearing (2)/TNT hearing (3)	CBO	9 May
28. Conduct taxpayer public hearings	DGB	21 May
29. Adopt property tax levy and final budgets	DGB	21 May
30. Notify PTOC of primary property tax levy	CBO	24 May
31. Submit tax levy to Navajo County	CBO	24 May
32. Develop upcoming strategic plan draft	SPASC	31 July
33. Present strategic plan report & new draft at convocation	SPASC	12 August
34. Receive input for future strategic plans at convocation	SPASC	12 August
35. Receive annual report on strategic planning	DGB	20 August 2019

Purchase of Vehicles

Summary:

Staff will be purchasing three new vehicles from Sanderson Ford for a total cost of \$124,557.64.

Each vehicle falls below the \$50,000 threshold for approval by the District Governing Board. However, the purchases are occurring at the same time and will be placed with one vendor so staff is sharing this information.

1. Truck Crew cab 4x4 - \$44,971.74
2. Truck Super cab 4x4 - \$42,185.29
3. Transit Van - \$37,400.61

The Maintenance department will receive two new trucks to replace older vehicles. Parts for older vehicles are not readily available making repairs to older vehicles a challenge. Further, new trucks will ensure the safety of employees.

The IS department will receive one new transit van to transport equipment. IS currently uses cargo vans that are not ideal for transporting large computing equipment.

Total number of fleet vehicles will remain the same as three older vehicles will go to salvage.

Sanderson Ford, a state approved contractor, was the only vendor who responded to a request for quote. Courtesy Chevrolet provided a quote for the Crew cab truck but it did not meet the needs of NPC.

All three vehicles were included in the FY1819 capital budget.





Government Fleet Sales Managers

Dave Harris (623) 930-5961 dharris@sandersonford.com
 Richard Fowler (623) 930-5962 rfowler@sandersonford.com
 Tim McWilliams (623) 842-8808 tmac@sandersonford.com

Department Fax: (623) 930-5966

Date: (Rev 8/2) (Rev 8/31)

Customer: Northland Pioneer College

FAX:

Vehicle Description: 2019 Ford F350 XL CREWcab 4x4 with Aft Mkt Body (8') (W3b)

*****##### State of Arizona Contract ADSPO17-166123

Base Price: \$32,870.00

Upgrade Options:

1.	6.2L V8 Flex Fuel (996)	std
2.	10,700 lbs. GVWR	std
3.	Air Conditioner	std
4.	Trailer Tow Hitch & Wiring	std
5.	3.73 E-locking Differential	incl in contract
6.	Power Window / Locks / Mirrors (90L)	incl in contract
7.	Cruise Control (525)	incl in contract
8.	AM / FM /MP3/ SYNC (585)	incl in contract
9.	40/20/40 Cloth Split Bench	incl in contract
10.	4 keys total (Dealer)	incl in contract
11.	Bed Delete (66D)	-\$575.00
12.	Spare Tire/Wheel (512)	\$272.00
13.	Rear View Camera Prep Kit (872)	\$381.00
14.	Rear Stabili R & Aux Rear Spring (63R)	\$115.00
15.	Reading 8' body w/Flip Tops & Ladder Rack	\$8,106.00
16.	Delivery to facility (Coconino County)	\$275.00
17.	Lead Time approx 16-18 weeks	

Upgrade Options Total: \$8,574.00

Bid Price (w/options): \$41,444.00

Sales Tax (8.5%): \$3,522.74

Tire Tax: \$5.00

Ford Extended Service Plan:

Total Delivered Price: \$44,971.74



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 Tim McWilliams (623) 842-8808 tmac@sandersonford.com

Department Fax: (623) 930-5966

Date: (Rev. 8-2-16) (Rev. 8-31-2018)

Customer: Northland Pioneer College

FAX: _____

Vehicle Description: 2019 Ford F350 XL Supercab 4x4 with After Mkt Body (8') (X3B)

*****##### State of Arizona Contract ADSPO17-166123

Base Price: \$30,300.00

Upgrade Options:

1.	6.2L V8 Flex Fuel	(996)	std
2.	10,700 lbs. GVWR		std
3.	Air Conditioner		std
4.	Trailer Tow Hitch & Wiring		std
5.	3.73 E-locking Differential		incl in contract
6.	Power Window / Locks / Mirrors	(90L)	incl in contract
7.	Cruise Control	(525)	incl in contract
8.	AM / FM /MP3/ SYNC	(585)	incl in contract
9.	40/20/40 Cloth Split Bench		incl in contract
10.	4 keys total	(Dealer)	incl in contract
11.	Bed Delete	(66D)	-\$575.00
12.	Spare Tire/Wheel	(512)	\$272.00
13.	Rear View Camera Prep Kit	(872)	\$381.00
14.	Rear Stabilizer & Aux Rear Spring	(63R)	\$115.00
15.	Reading 8' body w/Flips Tops & Ladder Rack		\$8,106.00
16.	Delivery to facility (Coconino County)		\$275.00
17.	Lead Time approx 16 -18 weeks		

Upgrade Options Total: \$8,574.00

Bid Price (w/options): \$38,874.00

Sales Tax (8.5%): \$3,304.29

Tire Tax: \$7.00

Ford Extended Service Plan: _____

Total Delivered Price: \$42,185.29



Government Fleet Sales Managers

Dave Harris (623) 930-5961 dharris@sandersonford.com
 Richard Fowler (623) 930-5962 rfowler@sandersonford.com
 Tim McWilliams (623) 842-8808 tmac@sandersonford.com

Department Fax: (623) 930-5966

Date: 8/17/2018

Customer: Northland Pioneer College

FAX: _____

Vehicle Description: 2019 Ford Transit 350 High Roof LWB Cargo Van (W2X)

*****##### State of Arizona Contract ADSP017-166123

Upgrade Options:		Base Price:	\$32,085.00
1.	3.5L Ecoboost V6 (99G)		\$1,716.00
2.	Delete Rear A/C , Front A/C only		-\$792.00
3.	Power Windows / Locks / Mirrors	std	
4.	Rear View Back Up Camera	std	
5.	Cloth Front Bucket Seats	std	
6.	AM / FM / CD / SYNC bluetooth (58X)	included in contract	
7.	Cruise Control (60C)	included in contract	
8.	4 keys total (86F)	included in contract	
9.	Trailer Tow Pkg (53B)		\$447.00
10.	Electronic Trailer Brake Controller (67D)		\$230.00
11.			
12.	Solid Bulkhead w/ see-thru on top, wing kits		\$780.00
13.			
14.			
15.			
16.	GVWR 9500 lbs.		
17.	Lead Time approx 18 -20 weeks		

Upgrade Options Total:	\$2,381.00
Bid Price (w/options):	\$34,466.00
Sales Tax (8.5%):	\$2,929.61
Tire Tax:	\$5.00
Ford Extended Service Plan:	
Total Delivered Price:	\$37,400.61

Request to Approve Renewal of Service Contract for TALON Grant Equipment

Recommendation:

Staff recommends approval of renewal of the existing support contract from Logicalis for a total price of \$58,565.28 which includes all applicable tax.

Summary:

This annual contract provides technical support, upgrades, and warranty services for TALON grant classroom and network equipment. The request funds the annual contract with Logicalis for existing services applied to TALON classroom Smartnet, unified communication, network, and software application support. The pricing and contract adhere to national contract agreements. The request is budgeted under and funded by the existing TALON project US Department of Education Title III grant.





Services Representative:
 Micah Ross
 1375 West Main Avenue, De Pere, WI 54115
 Phone:
 Fax:
 Micah.Ross@us.logicalis.com

NORTHLAND PIONEER COLLEGE
 Ernest Hess
 982-532-6769
 ernest.hess@npc.edu
 2251 Navajo Blvd
 Holbrook, AZ 86025

Account Representative:
 Robert Lundblade
 8945 S. Harl Ave., Suite 102, Tempe, AZ 85284
 Phone: 480-850-3480
 Fax:
 Robert.Lundblade@us.logicalis.com

CISCO SUPPORT QUOTE SUMMARY

Contract

17L-Logic-1115

<u>Target Contract</u>	<u>Quote Number</u>	<u>Service Level</u>	<u>Extended Price</u>	<u>Company</u>
95692037	271198058	SNT/SNTP/ECDN/ECMU	\$ 57,331.47	NORTHLAND PIONEER COLLEGE
		Software Tax	\$ 1,233.81	
TOTAL SUPPORT COST			\$ 58,565.28	

Do you have support agreements that you would like Logicalis to manage? Ask me how to move them!

The information in this proposal is considered proprietary and CONFIDENTIAL to Logicalis, Inc.
 By acceptance of this information, your company agrees to maintain this confidentiality and use such information for internal purposes only.
Any variation in quantity, or requested delivery may result in price changes. Prices are valid for 30 days from date of quotation unless otherwise stated.
 Prices are subject to change without notice in the event the product's manufacturer/distributor changes the price to Logicalis
 Shipping charges are subject to handling fees for specifying carriers and same day shipments
 Logicalis provides standard delivery to your loading dock, inside delivery is available at an additional charge if stated on your purchase order.

This offer may be accepted by purchase order or other acknowledgement of acceptance, including, without limitation, by signing this quotation.
 By signing below, I accept this offer and represent that I am authorized to purchase these items on behalf of the above named customer.

**** PLEASE INCLUDE QUOTE NUMBER ON PURCHASE ORDER ****

Authorized Signature _____ **Date:** _____

Logicalis Terms Net 30

[LOGICALIS' terms of sale, available at http://www.us.logicalis.com/tcsales](http://www.us.logicalis.com/tcsales), are incorporated herein by reference.

For applicable engagements, State, Mohave, and SLD contract terms are incorporated herein by reference; however, for terms not addressed in the State, Mohave or SLD contracts, Logicalis' terms of sale shall supersede

Please provide billing address if it is different than address at top of the page

Billing address: _____

Service Support Quotation

**** PLEASE INCLUDE QUOTE # ON PURCHASE ORDER ****

SmartNet Quote Number: 271198058
 Quote Date: 08/06/2018
 Target Contract: 95692037
 Billing Cycle: Prepaid
 Total Hardware Cost: \$ 43,773.17
 Total Software Cost: \$ 13,558.30
 Total Support Cost: \$ 57,331.47

Support Level:

SNT - SMARTnet Standard

Service Availability - 8 Hours/Day x 5 Days/Week
 Response Time - Next Business Day
 Advanced Parts Replacement
 Software support includes maintenance, minor and major updates for your licensed feature set

ECDN - Cisco Unified Communications Essential Operate Service

Service Availability - 8 Hours/Day x 5 Days/Week
 Response Time - Next Business Day
 Hardware replacement and software application support

ECMU - Software Application Support With Upgrades

Service Availability - 24 Hours/Day x 7 Days/Week
 Software support includes both major and minor version upgrades

SNTP - SMARTnet Premium

Service Availability - 24 Hours/Day x 7 Days/Week
 Response Time - 4 Hours
 Advanced Parts Replacement
 Software support includes maintenance, minor and major updates for your licensed feature set

Coverage Term	
Earliest Start Date	Latest End Date
10/01/2018	09/30/2019

Source Service Level	Source Contract Number	Target Service Level	Quantity	Service SKU	Product Number	Product Description	Serial Number	Begin Date	End Date	# of Days Covered	Annual Price	Ext. Price
	95692037	ECMU	1	CON-ECMU-RVMTCSPP	R-VMTCS-PRO10P-K9	^Virtual TCS 10 Rec, 2 Live Port with Premium		10/01/2018	09/30/2019	364	\$ 6,256.60	\$ 6,256.60
	95692037	ECMU	1	CON-ECMU-RVMTCSPP	R-VMTCS-PROBUN-K9	^Virtual TCS 5 Rec, 2 Live Port with Premium		10/01/2018	09/30/2019	364	\$ 4,575.90	\$ 4,575.90
	95692037	SNTP	1	CON-SNTP-BE6HM4K9	BE6H-M4-K9=	Cisco Business Edition €	FCH2019V24N	10/01/2018	09/30/2019	364	\$ 352.80	\$ 352.80
	95692037	SNTP	1	CON-SNTP-BE6HM4K9	BE6H-M4-K9=	Cisco Business Edition €	FCH2019V287	10/01/2018	09/30/2019	364	\$ 352.80	\$ 352.80
	95692037	SNTP	1	CON-SNTP-BE6HM4K9	BE6H-M4-K9=	Cisco Business Edition €	FCH2020V010	10/01/2018	09/30/2019	364	\$ 352.80	\$ 352.80
	95692037	SNTP	1	CON-SNTP-BE6HM4K9	BE6H-M4-K9=	Cisco Business Edition €	FCH2020V011	10/01/2018	09/30/2019	364	\$ 352.80	\$ 352.80
	95692037	SNTP	1	CON-SNTP-CVCDMEMM	CVC-DME-M4-M	VBrick M4 Server Applia	FCH2019V239	10/01/2018	09/30/2019	364	\$ 352.80	\$ 352.80
	95692037	ECDN	1	CON-ECDN-CTSMX300	CTS-MX300-K9	Cisco TelePresence MX:	FTT2020X0S7	10/01/2018	09/30/2019	364	\$ 1,731.80	\$ 1,731.80
	95692037	ECDN	1	CON-ECDN-CTSMX300	CTS-MX300-K9	Cisco TelePresence MX:	FTT2020X0SA	10/01/2018	09/30/2019	364	\$ 1,731.80	\$ 1,731.80
	95692037	ECDN	1	CON-ECDN-CTSMX300	CTS-MX300-K9	Cisco TelePresence MX:	FTT2020X0SB	10/01/2018	09/30/2019	364	\$ 1,731.80	\$ 1,731.80
	95692037	ECDN	1	CON-ECDN-CTSMX300	CTS-MX300-K9	Cisco TelePresence MX:	FTT2020X0SC	10/01/2018	09/30/2019	364	\$ 1,731.80	\$ 1,731.80
	95692037	ECDN	1	CON-ECDN-CTSMX300	CTS-MX300-K9	Cisco TelePresence MX:	FTT2020X0SD	10/01/2018	09/30/2019	364	\$ 1,731.80	\$ 1,731.80
	95692037	ECDN	1	CON-ECDN-CTSMX300	CTS-MX300-K9	Cisco TelePresence MX:	FTT2020X0SE	10/01/2018	09/30/2019	364	\$ 1,731.80	\$ 1,731.80
	95692037	ECDN	1	CON-ECDN-CTSMX300	CTS-MX300-K9	Cisco TelePresence MX:	FTT2020X0SF	10/01/2018	09/30/2019	364	\$ 1,731.80	\$ 1,731.80
	95692037	ECDN	1	CON-ECDN-CTSMX300	CTS-MX300-K9	Cisco TelePresence MX:	FTT2020X0XV	10/01/2018	09/30/2019	364	\$ 1,731.80	\$ 1,731.80
	95692037	ECDN	1	CON-ECDN-CTSMX300	CTS-MX300-K9	Cisco TelePresence MX:	FTT2020X0XX	10/01/2018	09/30/2019	364	\$ 1,731.80	\$ 1,731.80
	95692037	ECDN	1	CON-ECDN-CTSMX300	CTS-MX300-K9	Cisco TelePresence MX:	FTT2020X0XY	10/01/2018	09/30/2019	364	\$ 1,731.80	\$ 1,731.80
	95692037	SNTP	1	CON-SNTP-CTI-410V	CTI-410V-VTS-K9	^Cisco Multiparty Media	FCH2020V0AS	10/01/2018	09/30/2019	364	\$ 609.00	\$ 609.00
	95692037	SNTP	1	CON-SNTP-CTI-410V	CTI-410V-VTS-K9	^Cisco Multiparty Media	FCH2020V0B9	10/01/2018	09/30/2019	364	\$ 609.00	\$ 609.00
	95692037	ECDN	1	CON-ECDN-SX80IP60	CTS-SX80-IPST60-K9	Cisco SX80 Codec, Spe:	FTT2019X1RY	10/01/2018	09/30/2019	364	\$ 2,114.00	\$ 2,114.00
	95692037	ECDN	1	CON-ECDN-CTSMICG2	CTS-MIC-CLNG-G2	Cisco TelePresence Ceil	FTT201803FF	10/01/2018	09/30/2019	364	\$ 103.60	\$ 103.60
	95692037	ECDN	1	CON-ECDN-CTSCAM60	CTS-CAM-P60	Cisco TelePresence Pre	FTT201802L3	10/01/2018	09/30/2019	364	\$ 462.70	\$ 462.70
	95692037	ECDN	1	CON-ECDN-CTSMICG2	CTS-MIC-CLNG-G2	Cisco TelePresence Ceil	FTT201803FC	10/01/2018	09/30/2019	364	\$ 103.60	\$ 103.60
	95692037	ECDN	1	CON-ECDN-CTSMICG2	CTS-MIC-CLNG-G2	Cisco TelePresence Ceil	FTT201803FE	10/01/2018	09/30/2019	364	\$ 103.60	\$ 103.60
	95692037	ECDN	1	CON-ECDN-SX80IP60	CTS-SX80-IPST60-K9	Cisco SX80 Codec, Spe:	FTT2019X1RZ	10/01/2018	09/30/2019	364	\$ 2,114.00	\$ 2,114.00
	95692037	ECDN	1	CON-ECDN-CTSMICG2	CTS-MIC-CLNG-G2	Cisco TelePresence Ceil	FTT201803EP	10/01/2018	09/30/2019	364	\$ 103.60	\$ 103.60
	95692037	ECDN	1	CON-ECDN-CTSCAM60	CTS-CAM-P60	Cisco TelePresence Pre	FTT20180327	10/01/2018	09/30/2019	364	\$ 462.70	\$ 462.70
	95692037	ECDN	1	CON-ECDN-CTSMICG2	CTS-MIC-CLNG-G2	Cisco TelePresence Ceil	FTT201803ES	10/01/2018	09/30/2019	364	\$ 103.60	\$ 103.60
	95692037	ECDN	1	CON-ECDN-CTSMICG2	CTS-MIC-CLNG-G2	Cisco TelePresence Ceil	FTT201803EQ	10/01/2018	09/30/2019	364	\$ 103.60	\$ 103.60
	95692037	ECDN	1	CON-ECDN-SX80IP60	CTS-SX80-IPST60-K9	Cisco SX80 Codec, Spe:	FTT2019X1S0	10/01/2018	09/30/2019	364	\$ 2,114.00	\$ 2,114.00
	95692037	ECDN	1	CON-ECDN-CTSMICG2	CTS-MIC-CLNG-G2	Cisco TelePresence Ceil	FTT201803EU	10/01/2018	09/30/2019	364	\$ 103.60	\$ 103.60
	95692037	ECDN	1	CON-ECDN-CTSCAM60	CTS-CAM-P60	Cisco TelePresence Pre	FTT201801NX	10/01/2018	09/30/2019	364	\$ 462.70	\$ 462.70
	95692037	ECDN	1	CON-ECDN-CTSMICG2	CTS-MIC-CLNG-G2	Cisco TelePresence Ceil	FTT201803EW	10/01/2018	09/30/2019	364	\$ 103.60	\$ 103.60
	95692037	ECDN	1	CON-ECDN-CTSMICG2	CTS-MIC-CLNG-G2	Cisco TelePresence Ceil	FTT201803F9	10/01/2018	09/30/2019	364	\$ 103.60	\$ 103.60
	95692037	ECDN	1	CON-ECDN-SX80IP60	CTS-SX80-IPST60-K9	Cisco SX80 Codec, Spe:	FTT2019X1S1	10/01/2018	09/30/2019	364	\$ 2,114.00	\$ 2,114.00
	95692037	ECDN	1	CON-ECDN-CTSMICG2	CTS-MIC-CLNG-G2	Cisco TelePresence Ceil	FTT201803FB	10/01/2018	09/30/2019	364	\$ 103.60	\$ 103.60

Source Service Level	Source Contract Number	Target Service Level	Quantity	Service SKU	Product Number	Product Description	Serial Number	Begin Date	End Date	# of Days Covered	Annual Price	Ext. Price
	95692037	<u>ECDN</u>	1	CON-ECDN-CTSCAM60	CTS-CAM-P60	Cisco TelePresence Pre	FTT201802LF	10/01/2018	09/30/2019	364	\$ 462.70	\$ 462.70
	95692037	<u>ECDN</u>	1	CON-ECDN-CTSMICG2	CTS-MIC-CLNG-G2	Cisco TelePresence Ceil	FTT201803FD	10/01/2018	09/30/2019	364	\$ 103.60	\$ 103.60
	95692037	<u>ECDN</u>	1	CON-ECDN-CTSMICG2	CTS-MIC-CLNG-G2	Cisco TelePresence Ceil	FTT201803FA	10/01/2018	09/30/2019	364	\$ 103.60	\$ 103.60
	95692037	<u>ECMU</u>	25	CON-ECMU-UWL11XPR	UWL-11X-PRO	CUWL Professional 11.x Users - Service Use		10/01/2018	09/30/2019	364	\$ 56.00	\$ 1,400.00
	95692037	<u>ECDN</u>	1	CON-ECDN-SX80IP60	CTS-SX80-IPST60-K9	Cisco SX80 Codec, Spe:	FTT2044X22Q	10/01/2018	09/30/2019	364	\$ 2,114.00	\$ 2,114.00
	95692037	<u>ECDN</u>	1	CON-ECDN-CTSMICG2	CTS-MIC-CLNG-G2	Cisco TelePresence Ceil	FTT2045007Y	10/01/2018	09/30/2019	364	\$ 103.60	\$ 103.60
	95692037	<u>ECDN</u>	1	CON-ECDN-CTSCAM60	CTS-CAM-P60	Cisco TelePresence Pre	FTT204301TK	10/01/2018	09/30/2019	364	\$ 462.70	\$ 462.70
	95692037	<u>ECDN</u>	1	CON-ECDN-SX80IP60	CTS-SX80-IPST60-K9	Cisco SX80 Codec, Spe:	FTT2045X009	10/01/2018	09/30/2019	364	\$ 2,114.00	\$ 2,114.00
	95692037	<u>ECDN</u>	1	CON-ECDN-CTSMICG2	CTS-MIC-CLNG-G2	Cisco TelePresence Ceil	FTT2045007Z	10/01/2018	09/30/2019	364	\$ 103.60	\$ 103.60
	95692037	<u>ECDN</u>	1	CON-ECDN-CTSCAM60	CTS-CAM-P60	Cisco TelePresence Pre	FTT204301UL	10/01/2018	09/30/2019	364	\$ 462.70	\$ 462.70
	95692037	<u>SNT</u>	1	CON-SNT-CTS-MICC	CTS-MIC-CLNG-G2=	Cisco Ceiling Microphone Gen 2 stand alone k		10/01/2018	09/30/2019	364	\$ 103.60	\$ 103.60
	95692037	<u>SNT</u>	1	CON-SNT-CTS-MICC	CTS-MIC-CLNG-G2=	Cisco Ceiling Microphone Gen 2 stand alone k		10/01/2018	09/30/2019	364	\$ 103.60	\$ 103.60
	95692037	<u>SNT</u>	1	CON-SNT-CTS-MICC	CTS-MIC-CLNG-G2=	Cisco Ceiling Microphone Gen 2 stand alone k		10/01/2018	09/30/2019	364	\$ 103.60	\$ 103.60
	95692037	<u>SNT</u>	1	CON-SNT-CTS-MICC	CTS-MIC-CLNG-G2=	Cisco Ceiling Microphone Gen 2 stand alone k		10/01/2018	09/30/2019	364	\$ 103.60	\$ 103.60
	95692037	<u>ECDN</u>	1	CON-ECDN-SX80IP60	CTS-SX80-IPST60-K9	Cisco SX80 Codec, Spe:	FTT2101X0PL	10/01/2018	09/30/2019	364	\$ 2,114.00	\$ 2,114.00
	95692037	<u>ECDN</u>	1	CON-ECDN-CTSMICG2	CTS-MIC-CLNG-G2	Cisco TelePresence Ceil	FTT205300HO	10/01/2018	09/30/2019	364	\$ 103.60	\$ 103.60
	95692037	<u>ECDN</u>	1	CON-ECDN-CTSMICTB	CTS-MIC-TABL60	Cisco TelePresence Tab	WKK20303078	10/01/2018	09/30/2019	364	\$ 28.00	\$ 28.00
	95692037	<u>ECDN</u>	1	CON-ECDN-CTSCAM60	CTS-CAM-P60	Cisco TelePresence Pre	FTT21010167	10/01/2018	09/30/2019	364	\$ 462.70	\$ 462.70
	95692037	<u>ECMU</u>	1	CON-ECMU-LTMS25	L-TMS-25	Order L-TMS-APL-PAK for E-deliveryof add T		10/01/2018	09/30/2019	364	\$ 1,325.80	\$ 1,325.80
	95692037	<u>ECDN</u>	1	CON-ECDN-CTSMX300	CTS-MX300-K9	Cisco TelePresence MX:	FTT2102X0KF	10/01/2018	09/30/2019	364	\$ 1,731.80	\$ 1,731.80
	95692037	<u>ECDN</u>	1	CON-ECDN-CTSMX300	CTS-MX300-K9	Cisco TelePresence MX:	FCZ2213F02K	04/04/2019	09/30/2019	179	\$ 1,731.80	\$ 854.04
	95692037	<u>ECDN</u>	1	CON-ECDN-CTSMX300	CTS-MX300-K9	Cisco TelePresence MX:	FCZ2213F02J	04/04/2019	09/30/2019	179	\$ 1,731.80	\$ 854.04

Do you have support agreements that you would like Logicalis to manage? Ask me how to move them!

The information in this proposal is considered proprietary and CONFIDENTIAL to Logicalis, Inc.
 By acceptance of this information, your company agrees to maintain this confidentiality and use such information for internal purposes only.
Any variation in quantity, or requested delivery may result in price changes. Prices are valid for 30 days from date of quotation unless otherwise stated.
 Prices are subject to change without notice in the event the product's manufacturer/distributor changes the price to Logicalis
 Shipping charges are subject to handling fees for specifying carriers and same day shipments
 Logicalis provides standard delivery to your loading dock, inside delivery is available at an additional charge if stated on your purchase order.

Request to Purchase CampusLogic Software

Recommendation:

Staff recommends approval to purchase CampusLogic financial aid verification software for a five-year period, for a total value of \$272,078.00 as a sole source provider of the software. Money is currently available in the Financial Aid budget for the purchase.

Summary:

This software is provided under a Software as a Service (SaaS) annual subscription starting at \$49,428.00 with a 5% annual increase in cost. The software will allow financial aid staff to streamline the verification process by communicating with students via text messaging and will allow them to upload documentation with their mobile phones. Benefits of the software include improved efficiencies by reducing substantial bottlenecks in the financial aid document collection process, improved communication with students regarding the status of their award, better student experience and student retention. Modules included in the purchase are StudentForms, AwardLetter, and CampusMetrics.



SUBSCRIPTION ORDER FORM

Customer Name (“Customer”): Northland Pioneer College

Service Effective Date (“Service Effective Date”): 10/1/2018

Billing Contact Name: Jeremy Raisor

Billing Contact Email Address and Phone Number: jeremy.raisor@npc.edu / 928-532-6111

PO Required:

By executing this Subscription Order Form, Customer agrees to purchase a subscription and right to access the CampusLogic services indicated in the fee schedule below (collectively, the “Services”) provided by CampusLogic, Inc. (“CampusLogic”), subject to payment of the subscription fees below.

1. TERM

1.1 Term. The Agreement shall be effective as of the date last signed below (the **Effective Date**). The Initial Term of Service for the Services shall commence on the Service Effective Date indicated above and will continue for the initial term period indicated below (the “**Initial Term**”). Notwithstanding, in the event this Subscription Order Form is signed by Customer after the Service Effective Date indicated above, the parties agree that the Service Effective Date shall be the first day of the month following the date of Customer’s signature.

1.2 Renewals. Following the Initial Term, this Agreement will automatically renew for successive periods of twelve (12) months, at CampusLogic’s then-current rates unless either party provides written notice to the other party at least sixty (60) days prior to the commencement of the applicable renewal term. CampusLogic shall provide Customer with current rates at least ninety (90) days prior to the commencement of the applicable renewal term.

1.3 Termination. Notwithstanding anything to the contrary in the CampusLogic Terms and Conditions, and in consideration for the pricing and fee discounts indicated below, Customer and CampusLogic agree that this Agreement may not be terminated by Customer for convenience or without cause prior to the end of the Initial Term.

2. FEES AND PAYMENT TERMS.

2.1 Subscription Fees. Customer hereby orders and subscribes to the Services indicated below and agrees to pay the following subscription fees. The fees quoted below expire 90 days from the date of receipt by Customer unless this Subscription Order Form is signed prior to such date.

2.2 Invoice and Payment Terms. All amounts payable hereunder shall be due annually in advance within thirty (30) days following receipt of invoice sent by CampusLogic to Customer. CampusLogic will invoice Customer following execution of this Order Form and annually thereafter. Except as may otherwise be set

forth in the Agreement, all fees are non-refundable.

AwardLetter	List Price	Discount	Net Price Due
Initial Term: 60 months			
Service Period 1 10/1/2018 - 9/30/2019	\$18,600	10%	\$16,740
Service Period 2 10/1/2019 - 9/30/2020	\$19,716	11%	\$17,547
Service Period 3 10/1/2020 - 9/30/2021	\$20,899	12%	\$18,391
Service Period 4 10/1/2021 - 9/30/2022	\$22,153	13%	\$19,273
Service Period 5 10/1/2022 - 9/30/2023	\$23,482	14%	\$20,195

CampusMetrics – AwardLetter Insights	List Price	Discount	Net Price Due
Initial Term: 60 months			
Service Period 1 10/1/2018 - 9/30/2019	\$3,720	10%	\$3,348
Service Period 2 10/1/2019 - 9/30/2020	\$3,943	11%	\$3,509
Service Period 3 10/1/2020 - 9/30/2021	\$4,180	12%	\$3,678
Service Period 4 10/1/2021 - 9/30/2022	\$4,431	13%	\$3,855
Service Period 5 10/1/2022 - 9/30/2023	\$4,696	14%	\$4,039

StudentForms	List Price	Discount	Net Price Due
Initial Term: 60 months			
Service Period 1 10/1/2018 - 9/30/2019	\$32,600	10%	\$29,340
Service Period 2 10/1/2019 - 9/30/2020	\$34,556	11%	\$30,755
Service Period 3 10/1/2020 - 9/30/2021	\$36,629	12%	\$32,234
Service Period 4 10/1/2021 - 9/30/2022	\$38,827	13%	\$33,779
Service Period 5 10/1/2022 - 9/30/2023	\$41,157	14%	\$35,395

Implementation Fees	List Price	Discount	Net Price Due
One-time charge	\$10,000	100%	\$0

3. MISCELLANEOUS

3.1 The Services provided pursuant to this Subscription Order Form (the **Order Form**) are governed by the CampusLogic Terms & Conditions, and the CampusLogic Service Level Agreement, each incorporated herein by reference and available at www.campuslogic.com/legal (collectively, the **Agreement**). Capitalized terms not otherwise defined herein shall have the meanings set forth in the CampusLogic Terms and Conditions. Any additional or conflicting terms added by Customer to this Order Form or any other purchase order, addendum, or other document, shall not form part of this Agreement unless expressly accepted in writing by CampusLogic.

3.2 In the event of a conflict between the Terms and Conditions and this Subscription Order Form, this Subscription Order Form shall control. This Agreement shall supersede and control over any prior agreements, proposals, or contracts relating to the Services.

By signing below the Customer and CampusLogic agree to be bound by the terms and conditions set forth in the Agreement. CUSTOMER AND CAMPUSLOGIC EXPRESSLY CONSENT AND AGREE THIS AGREEMENT MAY BE ELECTRONICALLY SIGNED. CUSTOMER AND CAMPUSLOGIC AGREE THE ELECTRONIC SIGNATURES APPEARING ON THIS AGREEMENT SHALL BE TREATED, FOR PURPOSES OF VALIDITY, ENFORCEABILITY AS WELL AS ADMISSIBILITY, THE SAME AS HAND-WRITTEN SIGNATURES.

AGREED TO AND ACCEPTED:

[Redacted Signature Line]

CUSTOMER	CAMPUSLOGIC, INC
Sign:	Sign:
Print:	Print:
Title:	Title:
Date:	Date:
Address:	Address: 1340 S. Spectrum Blvd. Suite 200 Chandler, AZ 85286
Phone/Email:	Phone/Email: 602-643-1358 colleen.shannon@campuslogic.com

CampusLogic CEO: Gregg Scoresby
Email: info@campuslogic.com
Phone: 602-643-1300

NORTHLAND PIONEER COLLEGE SOLE SOURCE JUSTIFICATION

Sole Source: A purchasing situation in which a procurement is only available from one source.

Scope of Work: Description of materials/service to be provided

The Northland Pioneer College Financial Aid Office is seeking a solution which will enable our students to interact with the financial aid office in an easy, mobile, personalized way, thereby increasing our financial aid completion rates. The solution will:

- Deliver digital, mobile award letters that communicate our affordability
- Automate verification, professional judgements, SAP appeals, c code resolution, and other financial aid forms to improve efficiencies
- Provide financial aid insights instantly about our student population—from any device

in order to provide the best student experience, the solution must be easy, mobile, and personalized. It must also meet all product functionality and technical requirements including easy integration with our student information system and imaging system.

Northland Pioneer College has made efforts to locate other possible sources including outreach to industry associations, discussion with peer institutions, internet searches, and evaluation of other products in the same general market space. We've determined that other companies do not provide all of the product functionality or technical requirements needed.

Exclusive Capability: Description of Proposed Source's unique capabilities and/or personnel to perform this work; and why this is the only source available

Northland Pioneer College has determined that CampusLogic is the only company that provides a student financial services platform with all product functionality and technical requirements needed. The following capabilities are unique to CampusLogic's product offering and required by Northland Pioneer College.

Unique Student Financial Services Platform Capabilities

- Multi-tenant SaaS for lower maintenance and support costs
- Responsive user interface for access by students, parents, and staff across all devices
- Web Services and WebHooks integration framework for fast implementation
- Application layer encryption of all Personally Identifiable Information (PII)
- Government-grade encryption of all files/documents including AES 256-bit key strength cryptographic algorithms
- Certified and compliant for PCI DSS, SOCC1, SOCC2, SSAE 16/ISAE 3402, FedRAMP, FIPS 140-2, and ISO 27001
- Compatible with web browsers having at least 5% market share
- Geographically redundant data storage and failover for disaster recovery
- Provided at a fixed price with unlimited transactions
- Access to sensitive areas require user authentication and authorization

- All user interaction is logged and accessible via audit trail
- Provides staff training on setup and configuration, administrative functionality, and student support
- Provides searchable knowledge base of help articles and FAQ's
- Provides a self-service support portal for support case initiation and tracking
- No additional cost is associated with software upgrades to the platform
- Software upgrades are automated and don't require IT
- Telephone and email support and correction of errors to keep software in conformance with the user documentation is provided at no additional charge

Unique Award Letter Capabilities

- Enables staff to create unlimited communication templates for engagement across the financial aid lifecycle including:
 - Initial welcome to FA applicants
 - Anticipated/unofficial award notices
 - CFPB shopping sheets
 - Official award letters and revisions
 - Multi-year financial plans
- Provides a mobile experience for all communications templates
- Enables templated, dynamic content for a personalized student experience by student type, aid eligibility, major, and/or geography
- Enables delivery of award letters via email
- Enables delivery of award letters via text messaging
- Provides an administrative portal which allows for retrieving copies of communications to students and resending to students or parents
- Supports customized, mobile video and multimedia content
- Supports embedded chat and/or video conferencing solutions
- Supports multiple languages enabling localized award letter content
- Provides usage data for open rates, time of day opened, amount of time spent on each communication, and click tracking by template type, award year, and student types
- Solution provider is an FATV partner with pre-built integration
- Integrates and indexes communications into the imaging system
- Solution can be implemented in 6-8 weeks
- Vendor can supply as least 3 references for the proposed solution

Unique Financial Aid Forms and Process Automation Capabilities

- Automation of all financial aid forms and processes including verification, professional judgements, SAP appeals, custom forms, and c code resolution
- Form automation workflow, triggers, and student/parent e-signature capabilities

- Custom workflow engine for creating guided processing of custom web forms with data validation
- Secure document upload from any device
- Compliant e-signature for students and parents with available two-step authentication
- Customizable communication templates for automated student and parent notifications delivered via email and text/SMS
- Proprietary ISIR logic determines what data must be completed by the student, pre-filled on web forms, and validated
- Paperless document and file review processes for school users that automatically identifies conflicting information including cross aid year conflicts
- Generation of automated ISIR corrections
- Automatic updates for compliance with regulatory changes
- Student portal single sign-on integration
- Data encryption and IP tracking
- Imaging system integration with automatic indexing
- Optical Character Recognition (OCR) automatically extracts relevant information from tax transcripts when a student is selected for verification into StudentForms
- Demonstrated ability to get customers live with SSO, Jenzabar integration, and imaging system implementation in 30 days or less
- At least (1) referenceable Jenzabar implementation

Unique Financial Aid Analytics Capabilities

- Provides ISIR analytics, operational insights, and award letter usage analytics
- Includes comprehensive library of pre-built insights into application volume, Pell distribution, geography mapping of ISIRs, and more
- Can answer ad hoc questions by querying ISIR data instantly
- Community feedback fuels development of additional Insights
- Available on any device for mobile access to data to quickly answer questions
- No IT required for easy access to financial aid data without waiting in line for IT to process reporting requests

Proposed Source:

Vendor: CampusLogic

Address:

1340 S. Spectrum Blvd, Suite 200
Chandler, AZ 85286

Telephone #: 602.643.1375