

Navajo County Community College District Governing Board Meeting Minutes

December 18, 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. Elias Jouen.

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

Others Present: Kim Reed; Everett Robinson; Curtis Stevens; Paul Moffitt; Jonathan Lawrence; Kipp Welch; Mike Meeks; Jason LaBute; Tomi Gibbons; Joh Rogers; Jeremy Raisor; Renell Heister; Gail Campbell; Peggy Belknap; Betsyann Wilson; Ann Hess; Lauren Maestas; Amber Hill; Matt Weber.

Agenda Item 1: Call to Order and Pledge of Allegiance

Chair Lucero called the meeting to order at 10:04 a.m. and led the Pledge of Allegiance.

Agenda Item 2: Adoption of Agenda

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

Agenda Item 3: Call for Public Comment

None.

Agenda Item 4: Reports

4.A. Financial Position – CBO Ellison

CBO Ellison addressed the Board and reviewed the Financial Position Report.

4.B. NPC Friends and Family – Director Wilson

Director Wilson addressed the Board and reported on recent activities, successes, and upcoming events for Friends and Family and invited Board members to attend a dedication ceremony, for the Dr. Jon Graf memorial, after the meeting.

Mr. Matteson asked what percentage of the total student body had some sort of financial support, whether financial aid, scholarships, etc. President Vest offered to bring any information that could be gathered to the January Board meeting.



4.C. Faculty Association

No Report.

4.D. Human Resources

Written Report.

4.E. NPC CASO

Written Report.

4.F. NPC Student Government Association

No Report.

Agenda Item 5: Consent Agenda

- A. **November 20, 2018 Regular Board Minutes**
- B. **Dual Enrollment Intergovernmental Agreements** between Navajo County Community College District and Blue Ridge USD.
- C. **Curriculum Modifications:**
 - i. Program Deletion of HUS AAS, CAS, CP Residential Child/Youth Care
 - ii. Program Modification of ATO AAS, CAS, CPs
 - iii. Program Modification of AAEC

Mr. Matteson made a motion to adopt the consent agenda 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.

Agenda Item 6: Old Business

None.

Agenda Item 7: New Business

7.A. Financial Aid Update

Jeremy Raisor, Director of Enrollment Services, addressed the Board and provided a verbal report on the ongoing changes in the Financial Aid area of the college and steps that were being implemented to improve the student experience. Director Raisor noted that processing time had improved, though it was a quieter time of the year for the office.

Mr. Leslie asked about the timeline for implementation for the software purchases. Director Raisor noted they had a start date in February 2019 with an implementation period of 60 days and testing period of 30 days to be ready to utilize for Fall 2019.

Mr. Leslie asked if the college would be offering year round Pell. Director Raisor noted that while year round Pell comes and goes it would be available this year and anyone that had completed a Free Application for Federal Student Aid (FAFSA) would be eligible.



7.B. Request to approve SPASC Priorities for 2018-2019

Interim Vice President Jackson addressed the board and asked for their approval of the Strategic Priorities for 2018-19 which they had reviewed at the November meeting, highlighting the individual Priorities and the person with Overall Responsibility for each.

Mr. Matteson commented that the Priorities were leaning heavily towards technology and asked how the college handles failures in technology, particularly with teaching environments. Interim Vice President Jackson noted that internal failures were a lot less common today than in the past but we were still dependent on external vendors which, when they have issues, the college may also be impacted. CIO Way offered an insight on the challenges involved and how the college was working internally and with the external partners to limit any outages.

Chair Lucero asked if there had ever been a push to include community colleges and universities one a unified system. CIO Way responded that he has been involved in multiple discussions to form consortiums and find improvements.

Mr. Matteson asked how the Board can be prepared for the impending visit from the Higher Learning Commission. President Vest responded that the Strategic Planning and Accreditation Steering Committee would have a standing item on the Board agenda, beginning January, which will address different aspects of the arguments and visit as well as the Board's role.

Mr. Matteson made a motion to approve the SPASC Priorities for 2018-2019 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.C. Request to Approve Anatomage Tables Purchase

CIO Way addressed the Board and reviewed the request to approve the purchase of two Anatomage clinical tables, at a total cost of \$113,990, through supplemental Title III funding.

Mr. Matteson asked what exactly the tables were. CIO Way and Interim Vice President Jackson provided a description of the table's capabilities and how the college envisioned their use in college programs.

Chair Lucero confirmed the locations the tables would be set up in as the Winslow and Show Low campus as well as the fact that grant funds would cover the entire cost.

Mr. Matteson asked what would happen if the distance system went down. Interim Vice President Jackson noted that the tables are standalone items and the students in the classroom would still be able to utilize them. However the hope is to use the equipment to broadcast images to multiple locations and have the Cisco equipment record that use, and this is the main purpose of the pilot program.

Mr. Matteson made a motion to approve the purchase of Anatomage Tables 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.D. Request to Approve Multiyear EBSCO Contract

Interim Vice President Jackson reviewed the request to approve a multiyear EBSCO contract, which is the college's library database resource.

Mr. Matteson made a motion to approve the Multiyear Contract with EBSCO 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 2019-20 Budget Development Assumptions and Guidelines

CBO Ellison reviewed the Budget Assumptions and Guidelines, for the 2019-20 budget cycle, with the Board.

Mr. Matteson made a motion to approve the 2019-20 Budget Development Assumptions and Guidelines 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. Standards of Conduct Policy

President Vest reviewed a new Board Policy on Standards of Conduct noting that it will return to the Board at the January meeting as an action item.

7.G. Vision 2030 Report

Interim Vice President Jackson reviewed the information provided in the Vision 2030 report that was included in the Board Packet, noting the success and areas for improvement at the college.

Chair Lucero asked if we lost a lot of students, from our service area, directly to four-year institutions. President Vest offered some indirect measures which suggest that Navajo and Apache County's educational attainment rates are lower than others in the state showing less students attending four-year institutions.

Mr. Matteson asked how relevant most of this report was to the college considering the students we serve. President Vest responded that it was a very difficult process to come up with specific data sets that would work for every community college in the state as Maricopa was very different to NPC and we have to pay particular attention to the data sets that are relevant and important to us and work on areas we are weak in.

7.H. Enrollment Data from LCC

Interim Vice President Jackson reviewed the data gathered on Enrollment at the Little Colorado Campus in Winslow and particularly the nursing program.

Agenda Item 8: Standing Business

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

No Report.



8.B. President's Report

President Vest informed the Board that 12 NPC students were nominated to the 2019 All USA/All-Arizona Academic Team and invited Board members to attend the luncheon to honor the recipients which will take place on Wednesday, February 27, 2019.

8.C. DGB Agenda Items and Informational Needs for Future Meetings

Students receiving financial support while attending NPC.

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, December 18, 2018

Agenda Item 11: Adjournment

The meeting was adjourned at 11:22 a.m. upon a motion by Mr. Matteson, 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

