

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 meet for a Regular District Governing Board Meeting, open to the public, on **March 16, 2021 beginning at 9:00 a.m.** The meeting will be held on **Zoom** and you can also join by calling **1 669 900 6833 and using meeting ID: 849 0694 1968.**

One or more Board members and/or staff members may participate in the meetings 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(s) 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). The Board may vote to hold an executive session for the purpose of considering its position and instructing its attorney regarding the public body's position regarding contracts that are the subject of negotiations pursuant to A.R.S. §38-431.03 (A)(4). 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 15th day of March, 2021, at 9:00 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. KINO RADIO
5. KNNB RADIO
6. COUNTRY MOUNTAIN AIRWAVES [KQAZ/KTHQ/KNKI RADIO]
7. KWKM RADIO
8. WHITE MOUNTAIN RADIO
9. NPC WEB SITE
10. NPC ADMINISTRATORS AND STAFF
11. NPC FACULTY ASSOCIATION PRESIDENT
12. NPC CLASSIFIED AND ADMINISTRATIVE SUPPORT ORGANIZATION PRESIDENT
13. NPC STUDENT GOVERNMENT ASSOCIATION PRESIDENT

M I S S I O N

**NORTHLAND PIONEER COLLEGE
PROVIDES EDUCATIONAL
EXCELLENCE THAT IS AFFORDABLE
AND ACCESSIBLE FOR THE
ENRICHMENT OF COMMUNITIES
ACROSS NORTHEASTERN ARIZONA.**

V I S I O N

NPC continually responds to the needs of our communities by cultivating generations of learners. By 2030, NPC will transform lives by advancing student success and socio-economic well-being through a spirit of innovation, partnership, and creative problem-solving.

V A L U E S

INTEGRITY
INCLUSION
ADAPTABILITY
CIVILITY
ACCESS



Northland Pioneer College

EXPANDING MINDS • TRANSFORMING LIVESSM

Governing Board Meeting Agenda

ZOOM

Or you can join by calling 1 669 900 6833 and using meeting ID: 849 0694 1968.

Date: March 16, 2021

Time: 9:00 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 <small>Individuals may address the Board on any relevant issue for up to 5 minutes. At the close of the call to the public, Board members may not respond to any comments but may respond to criticism, ask staff to review a matter or ask that a matter be placed on a future agenda.</small>	Chair Lucero
4.	Discussion Items:	
	A. Standing Presentations:	
	1. <u>Financial Position</u> Vice President Ellison will provide a report on the financial position of the college for period July 1, 2020 to January 31, 2021	VPAS Ellison
	2. <u>NPC Student Government Association (SGA)</u>	No Report
	3. <u>NPC Faculty Association</u> Faculty Association has provided a written report included in the packet and Dr. Allison Landy will be present to provide additional detail during the meeting	Allison Landy
	4. <u>Classified & Administrative Staff Organization (CASO)</u> CASO have provided a PowerPoint presentation included in the packet and Rebecca Hunt will be present to provide additional detail during the meeting	Rebecca Hunt
	5. <u>Northland Pioneer College (NPC) Friends and Family</u> Director Betsy Wilson has provided a report included in the packet	Written Report
	6. <u>Human Resources</u> CHRO Ficken has provided a report included in the packet and will be available to answer questions	CHRO Ficken
	7. <u>President's Report</u> Interim President Swarthout will provide a report on activities from the President's office since the February meeting	Interim President Swarthout
	B. <u>2021-2022 Salary & Wage Recommendation</u> VPAS Ellison will present the recommended compensation package for college employees for discussion by the Board	VPAS Ellison
	C. <u>2021-2022 Introductory Budget Analysis</u> VPAS Ellison will provide initial analysis on the potential 2021-2022 College Budget for discussion by the Board	VPAS Ellison
	D. <u>Presentation on Utilization of the Anatomage Tables</u> Faculty members Dr. Eleanore Hempsey and Dr. Susan Hoffman will provide the requested utilization report for the Anatomage3D anatomy visualization and virtual dissection table	Faculty
	E. <u>Invitation to Participate in Virtual Commencement Ceremony</u> Deena Gillespie will inform the Board of plans for the 2021 Commencement ceremony and invite members to participate	Deena Gillespie
5.	Consent Agenda for Action	Chair Lucero
	A. <u>January 19, 2021 Regular Meeting Minutes</u>	
	B. <u>Policy 1102 – Equal Opportunity, Harassment, and Nondiscrimination</u>	
	C. <u>Election Services Intergovernmental Agreement between Navajo County Community College District and County of Navajo</u>	
	D. Curriculum Modifications	
	1. <u>Program Modifications – General Education Program</u>	

6. For Discussion and Possible Action:

A. Old Business

- 1. **Presidential Search** Cecilia Cervantes
ACCT representative, Dr. Cecilia Cervantes, will finalize details for the Board’s participation in the Presidential search

B. New Business:

- 1. **Request to Approve Purchase of Cisco Routers**..... CIO Estes
CIO Estes will review the request to purchase network equipment utilizing a competitive purchasing Contract
- 2. **Request to Approve Purchase of Computers, LCD Projectors, Printers and iMac systems** CIO Estes
CIO Estes will review the request to purchase equipment utilizing a competitive purchasing Contract
- 3. **Request to Approve New Northeast Arizona Training Center (NATC) Board Chair** Interim VPLSS Solomonson
VPLSS Solomonson will address the vacancy on the NATC Board for approval by the Board
- 4. **Request to Approve 2021-2022 and 2022-2023 In-District Tuition & 2021-2022 Fees** VPAS Ellison
VPAS Ellison will review the new category for In-District tuition, and 2021-2022 General Fees and Course Fees for the Approval of the Board
- 5. **Request to Approve External Hearing Officers**..... CHRO Ficken
CHRO Ficken will present the list of External Hearing Officers for Board Approval

7. **DGB Agenda Items and Informational Needs for Future Meetings** Chair Lucero

8. **Board Report/Summary of Current Events**..... Board Members

9. **Announcement of Next Regular Meeting**..... **April 20, 2021** Chair Lucero

10. **Adjournment** **(Action)** 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 regarding any items in sections 5 and 6. The Board may vote to hold an executive session for the purpose of obtaining legal advice from the District’s attorney on any matter listed on the agenda pursuant to A.R.S. §38-431.03 (A)(3). Should the District’s attorney not be present in person, notice is further given that the attorney may appear by speakerphone.



Northland Pioneer College

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

NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT

Statement of Financial Position
 July 1, 2020 to January 31, 2021

Budget Period Expired 58%

Tax Supported Funds				
General Unrestricted				
	Current Month			
	Budget	Actual	Y-T-D Actual	%
REVENUES				
Primary Tax Levy	15,726,233	791,194	10,346,995	66%
State Aid:				
Maintenance and Operations	1,554,800	388,700	1,166,100	75%
Equalization	8,444,300	2,111,075	6,333,225	75%
Tuition and Fees	4,600,000	917,719	3,656,712	79%
Investment earnings	500,000	20,707	234,895	47%
Grants and Contracts	1,400,000	5,753	687,269	49%
Other Miscellaneous	200,000	16,604	99,926	
Fund Balance		-	-	
Transfers	(2,900,000)	(155,347)	(891,831)	31%
TOTAL REVENUES	\$ 29,525,333	\$ 4,096,405	\$ 21,633,291	73%
EXPENDITURES				
Salaries and Benefits	19,997,902	1,404,907	10,386,499	52%
Operating Expenditures	9,527,431	1,042,998	4,974,186	52%
Capital Expenditures				
TOTAL EXPENDITURES	\$ 29,525,333	\$ 2,447,905	\$ 15,360,685	52%
Unrestricted Plant				
	Current Month			
	Budget	Actual	Y-T-D Actual	%
REVENUES				
State Aid:				
Capital/STEM	334,800	83,700	251,100	75%
Transfers	2,000,000	-	373,916	19%
Fund Balance	12,000,000		195,836	2%
TOTAL REVENUES	\$ 14,334,800	\$ 83,700	\$ 820,852	6%
EXPENDITURES				
Capital Expenditures - WMC Facilities	12,000,000	9,014	204,851	2%
Capital Expenditures - Other	2,334,800	57,534	604,849	26%
TOTAL EXPENDITURES	\$ 14,334,800	\$ 66,548	\$ 809,700	6%

NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
 Statement of Financial Position
 July 1, 2020 to January 31, 2021

Budget Period Expired 58%

Restricted and Auxiliary Funds

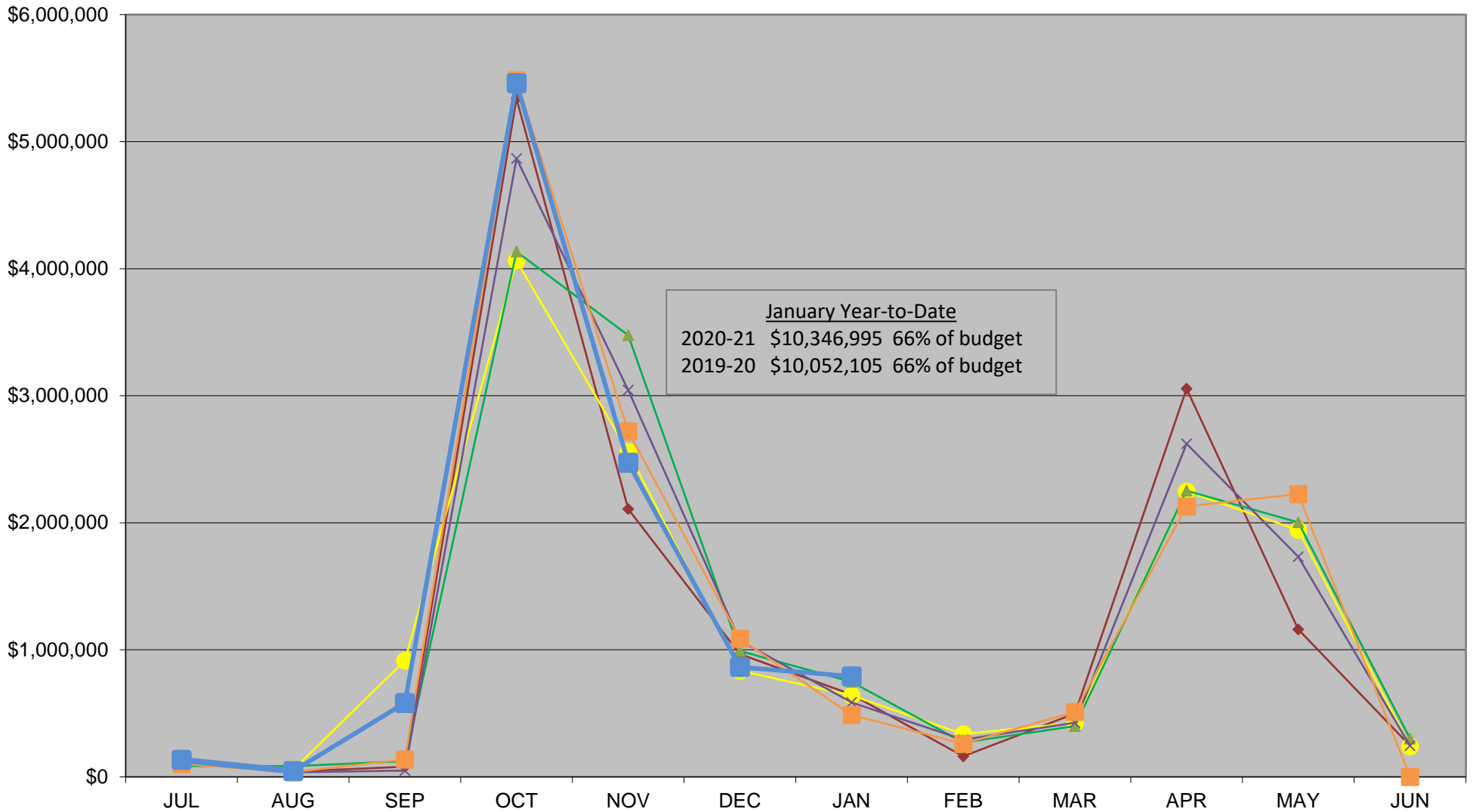
	Restricted			
	Budget	Current Month Actual	Y-T-D Actual	%
REVENUES				
Grants and Contracts	6,000,000	213,710	1,608,438	27%
Fund Balance				
Transfers	600,000	150,000	450,000	75%
TOTAL REVENUES	\$ 6,600,000	\$ 363,710	\$ 2,058,438	31%
EXPENDITURES				
Salaries and Benefits	841,801	115,626	724,232	86%
Operating Expenditures	5,758,199	870,915	2,416,584	42%
Capital Expenditures				
TOTAL EXPENDITURES	\$ 6,600,000	\$ 986,541	\$ 3,140,816	48%

	Auxiliary			
	Budget	Current Month Actual	Y-T-D Actual	%
REVENUES				
Sales and Services	300,000	8,064	31,437	10%
Fund Balance	-			
Transfers	300,000	5,347	67,915	23%
TOTAL REVENUES	\$ 600,000	\$ 13,411	\$ 99,352	17%
EXPENDITURES				
Salaries and Benefits	239,418	9,601	79,561	33%
Operating Expenditures	360,582	3,810	19,791	5%
Capital Expenditures				
TOTAL EXPENDITURES	\$ 600,000	\$ 13,411	\$ 99,352	17%

Cash Flows

Cash flows from all activities (YTD)	\$24,611,933
Cash used for all activities (YTD)	\$19,410,553
Net Cash for all activities (YTD)	\$5,201,380

Monthly Primary Property Tax Receipts



January Year-to-Date
 2020-21 \$10,346,995 66% of budget
 2019-20 \$10,052,105 66% of budget

Faculty Association
Report for the District Governing Board
March 2021

Background:

Faculty Association is a thriving participant of shared governance at NPC. All faculty are members of the association, which meets monthly to address challenges and successes related to instructional practices and college activities. Faculty Association supports the college and provides input on a variety of topics from integrated strategic planning to college policies and procedures.

Successes for February 2021

In addition to instruction and advisement responsibilities, Faculty Association members conducted the following activities:

- Faculty developed a range of new courses and curriculum to better meet student and community needs that were reviewed and approved by the college's Instructional Council.
- Faculty worked across college departments to provide input on procedure changes around policies including college grievances, pregnant students, and harassment.
- Several faculty attended a variety of virtual conferences, specifically related to understanding and developing an NPC guided pathways model through the faculty facilitated Student Success Alliance.
- Faculty were instrumental in supporting student success beyond NPC. Specifically, through a faculty nomination, an NPC student was elected to the Arizona Early Childhood Alliance, a statewide group of leaders and change-makers in the field of education.
- Faculty were elected to state offices for their respective professional associations.
- Several members have represented the faculty on search committees and probation committees.

Meeting the Challenges

- Faculty continue to meet the demands of students through quality online and virtual instruction. Faculty have spent extra time learning new skills related to using technology creatively, adapting course materials, and attending workshops provided by the college and external organizations.
- Faculty continue to adapt to changing needs of students from internet access to identified health concerns to personal challenges.
- Many faculty have revised home work spaces to accommodate expanded instructional services (such as data or internet).

Recommendations to the Board

Faculty Association strongly supports the joint recommendation between FA, CASO and the college's executive leadership of a pay increase of 5% for fiscal year 2022. We request that the board approve the joint proposal as described in the board packet.

All college employees, including faculty have demonstrated their deep commitment to the success of students and the college, particularly through the pandemic. During the move to remote teaching and operations, faculty and staff have been asked to pay out of pocket to keep doing their jobs. They are using personal cell phones for work calls, using their personal internet access, and heating and cooling costs shifted from NPC to staff, etc. We see the effects of this transfer by looking at the operating expenses for the months of March, April, and May of 2020 (the period of our first 'lock-down') when operating expenses fell by roughly \$800,000 from the previous year for the same period. These expenses did not simply disappear. Instead, they have been absorbed by college employees who are now paying their own operating expenses. This represents a material transfer of wealth from college employees to NPC. (All this during one of the worst economic downturns in recent history.)

Additionally, the cost of inflation has eaten into annual wage increases such that faculty and staff haven't seen meaningful changes in salaries for more than a decade. From FY 06-07 to FY 20-21 wage increases for faculty and staff have averaged about 2.3%. Over that same time-frame inflation (Consumer Price Index-Urban) has averaged about 2%.

In FY21, Faculty Association and CASO agreed to a COLA only increase due to the unknown impacts of the COVID-19 pandemic and a threatened "skinny budget" by the state. However, the anticipated budget responses did not occur, and the decision to only adopt COLA in FY21 further stagnated NPC salaries. This means that faculty and staff have been merely treading water in terms of their compensation, and at times bringing home less in net wages.

Finally, we applaud the Board's decision to adjust the presidential salary range to attract a high-quality candidate. NPC also needs to retain and attract high quality faculty and staff. To ensure the college salaries remain competitive in the state, an increase above COLA is needed. Currently NPC faculty salaries are the amidst the lowest in the state, higher only than Dine, TOCC, and Pima. NPC salaries are surpassed by more than 5% by Central Arizona, Cochise, Eastern Arizona, and Yavapai College. Furthermore, a 5% increase would simply keep NPC faculty salaries in its current relative position presuming other colleges provide COLA only increases.

Please demonstrate your support of NPC as a quality institution by approving the 5% recommended increase to faculty and staff wages.

Respectfully,

Allison Landy, EdD

Faculty Association Vice President

Classified Administrative Staff Organization (CASO)

-Year in Review-

Who are we and what do we do?

Day in the Life of TAS Staff

Technology Advancement & Support Mission Statement:

Technology Advancement and Support is to investigate and incorporate the newest technologies available that have potential benefits in the College's efforts to assist students in the successful completion of their educational goals, and the continual support and maintenance of those technologies.

- New communication applications
 - Online help desk
- Made email more accessible
- 19 high schools connected to NPC (and remote)
- Office 365- FREE for students
 - Essential workers 😊
- New online student application
- New Technology Policies and Procedures



Successes

- To encourage student success and services, and decrease student frustration CASO has:
 - Kept the front offices managed and running smoothly (in person) throughout the pandemic
 - Continued and implemented major projects and undertakings
 - Raised money and granted \$500 scholarships to 3 students this semester
- To follow NPC's belief of Lifelong Learning, staff continue to take classes, webinars, and attend virtual conferences

Meeting the challenges

- Working from home has staff: surpassing isolation, increased personal expenses, overcoming barriers for connecting with students and the rest of the college, and transforming home spaces to functional work spaces
- To continue student success during the pandemic, staff have learned many new programs including (but not limited to) Zoom, Slack, Jabber, SharePoint

A “Thanks” from CASO

- We would like to add our voices to the FA and college’s executive leadership in support of a pay increase of 5% for fiscal year 2022
- We appreciate the board’s support in all of our endeavors to better our communities and the lives of our students
- We also appreciate the board’s continuous support and show of appreciation to NPC faculty, staff, and executive team

March 3, 2021

NPC District Governing Board

Dear Board Chair Lucero and Representatives Laughter, Jouen, Leslie and Robinson,

While I am taking some time off over Spring Break, I am pleased to provide you with a brief on happenings with NPC Friends and Family since our last meeting.

As I reported in February, the scholarship application window for the Fall 2021 semester opened on Monday, March 1. Applications will be accepted through 12:00 noon MST on Thursday, April 15. An unprecedented total of over \$34,000.00, including five new scholarships, established since December, is available to students. You can learn about all scholarships available through NPC Friends and Family at <https://www.npc.edu/scholarships?keywords=npc+friends+and+family> .

As I have shared with you, it continues to be a challenge to get NPC students to apply for scholarships! Six years ago, I developed a workshop to teach students how to write a basic, 500-word scholarship essay, and how to conduct a scholarship search. My goal continues to be to empower students to fund their college educations – not just at NPC, but at any institution – without looking at loans as the first option! I have taught my workshop four times since the February District Governing Board meeting, to NPC students and high school students. A recording of the hour-long class is available on YouTube at <https://youtu.be/Gt9tvh5O4zE> .

While the pandemic has forced NPC Friends and Family to cancel or reimagine our biggest fund raisers, we will once again take part in Arizona Gives Day, Tuesday, April 6. This 24-hour, online giving event allows us to compete with other nonprofits across Arizona to raise funds, with those who raise the most receiving additional cash prizes. NPC Friends and Family has finished in either third or fourth place among Small Nonprofits across the state of Arizona since 2016! This year, in conjunction with AZ Gives Day, NPC Friends & Family encourages you to **"Take A Hike!"** in support of NPC students! This new, fun virtual fundraising event was inspired by our tremendously successful virtual Pedal the Petrified in 2020. When you **Take a Hike**, you can invite your friends to hike with you – any time between March 16 and April 30, any distance, anywhere! You'll be invited to share photos and stories of your hiking adventure on our Facebook group page. A donation of \$50 or more to any NPC Friends & Family program, made on our AZ Gives page **between Tuesday, March 16 and Tuesday, April 6** qualifies you to participate in our "Take A Hike" event, which includes a free official tee shirt! You can learn about how you can participate in this fun, family event at <https://www.azgives.org/npcfriendsfamily>. If you do choose to take part, please make your donation between Tuesday, March 16 and Tuesday, April 6, so it helps us to finish in the bonus money, which means more scholarship dollars for NPC students!

I look forward to seeing you again at the April meeting, when I will report on the outcome of Take a Hike and Arizona Gives Day, and let you know about how many scholarships NPC Friends and Family received.

Warmest regards,

Betsyann Wilson, Executive Director

NPC Friends & Family
1611 South Main Street
Snowflake, AZ 85937
928-536-6245

Never believe that a few caring people can't change the world. For indeed, that's all who ever have.

-Margaret Mead

**DGB Human Resources Update
March 3, 2021**

OPEN POSITIONS

1. **Community Recruiter North** – Open until filled. 23 applicants.
2. **EMT Program Clerk** – Open until filled. 3 applicants
3. **Faculty in Biology – PDC** Closing date March 19, 2021. 2 applicants
4. **Faculty in Chemistry – WMC:** Closing date March 11, 2021. 0 applicants
5. **Learning Assistant** – Open until filled. 2 applicants.
6. **Perkins Grant Specialist** – Open until filled. 0 applicants.
7. **System Support Technician** – Open until filled. 26 applicants.

CLOSED & IN REVIEW

None at time of report.

FILLED

1. **Maintenance III** – Steve Bolinger. Starts March 16, 2021. Steve has a total of thirty (30) years of experience as facility manager and general maintenance.
2. **Mechanic** – Shane Holladay. Starts March 16, 2021. Shane is a former NAVIT student, enrolled in the Mechatronics program. He has one year of work experience in basic vehicle maintenance and repair.
3. **Technology Support Technician** – Kenneth Coggin. Started February 22, 2021. Kenneth has five years' of experience in operations management and an Associate degree in Information Technology.

2021-2022 SALARY & WAGE RECOMMENDATION

Recommendation:

Staff recommends increasing salaries and wages by 5% for all eligible employees for an estimate of \$859,000 and adding new positions/adjustments for an estimate of \$425,000. The total estimated impact is \$1,284,000 including benefits/taxes.

Summary:

Salaries & Wages

The President, Chief Human Resource Officer, Faculty Association and the Classified Administrative Staff Organization developed the salary and wage recommendation collaboratively. The salary and wage increase for the upcoming year takes into consideration inflation and increases in retirement and medical costs. However, the most important factor considered in proposing this rate is the dedication and loyalty of our employees. NPC employees went above and beyond in adapting to new modes of operations due to the pandemic. This meant faculty had to make quick curriculum changes to move from live classes to on-line classes with many challenges to overcome, but staying focused on the needs of our students. It also required all employees to adhere to new safety protocols to keep employees and students safe. NPC employees have been working remotely for the past year from their homes, setting up offices and incurring higher costs to work from home. The disruption of the pandemic continues to be an enormous burden, but our employees continue to help our students achieve their academic goals. Further, this increase helps the college to remain competitive in retaining and attracting high caliber employees to our rural communities.

The recommended 5% would be applied as follows.

Contract employees:

- Faculty – employees will move 2 steps (approximately 3%) and the salary schedule will be adjusted by increasing the base by 2%.
- Nonexempt – employees will move 2 steps (approximately 3%) and wage schedules will be adjusted by increasing the base by 2%.
- Exempt – employees will receive a 5% salary increase that includes adjusting the salary ranges by 2%.

Noncontract employees:

- Adjunct Faculty – the salary schedule will be adjusted by increasing the base by 2%.

Note: Adjustments to the base will provide a 2% increase for employees who have reached the maximum amount for their position based on the salary schedules. These are known internally as “redlined” employees. The number of redlined employees has declined over the years as employees retire.

New Positions & Adjustments

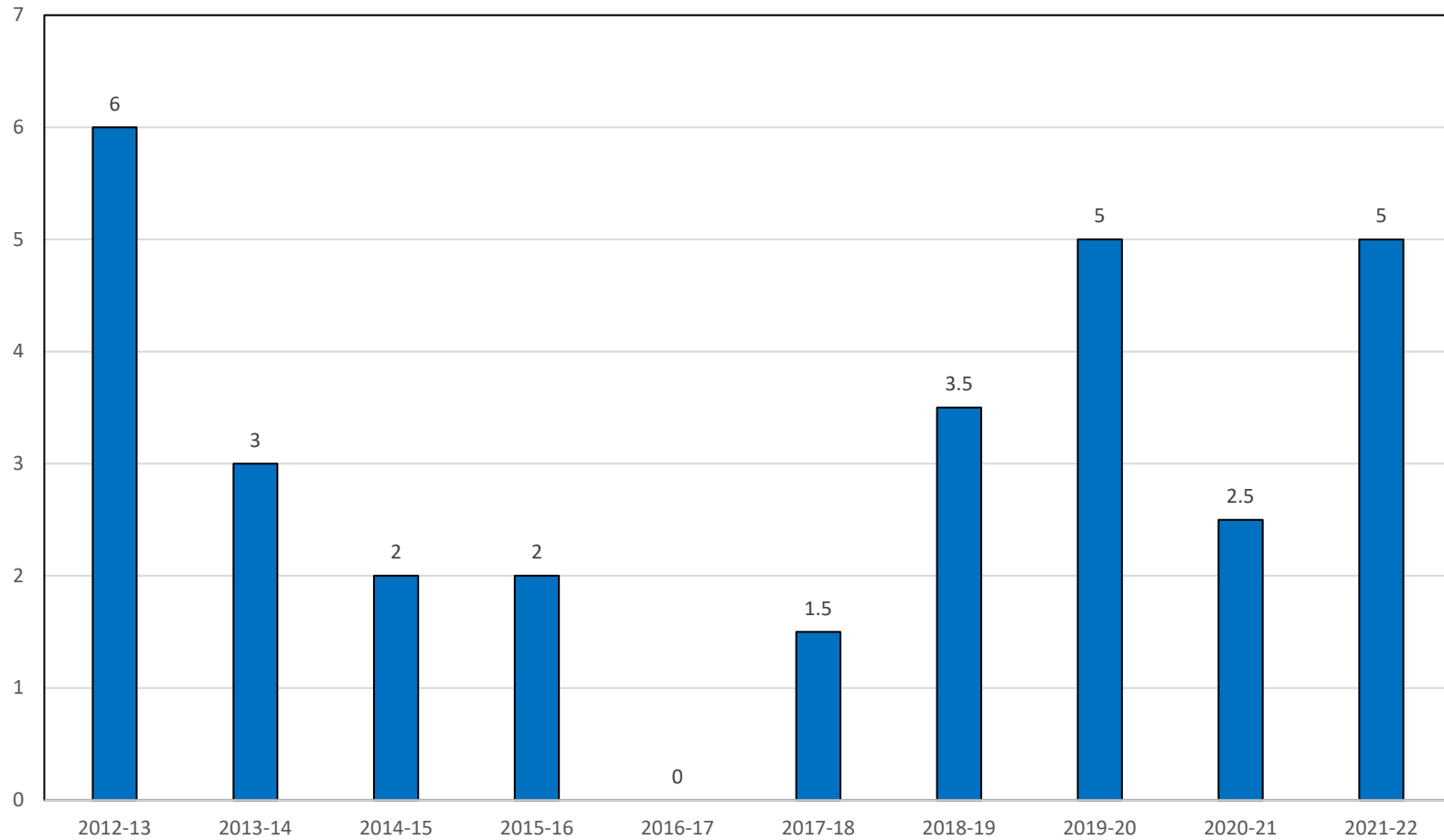
Based on increased demand and operational changes new full-time positions are being added and several positions require adjustments. The new positions include three faculty members (1 in welding and 2 in Nursing) and two staff positions (1 in Maintenance and 1 Office Clerk). The adjustments include moving some positions from part-time to full-time and increasing the salary range for the incoming president.

Employee Related Expenses

Health Insurance: Mountain Public Employee Benefit Trust will continue to offer a High Deductible Health Plan (HDHP) and a PPO plan. The final cost sheets for dental, medical and vision costs are not yet available, but health coverage is expected to increase approximately 3.5%. NPC pays all or nearly all of the health insurance for each employee and the employee is responsible for coverage for their family. Dental and vision benefits are voluntary benefits and paid solely by the employee electing coverage for themselves and their family.

ASRS: Employee and employer ASRS contributions will increase from 12.22% to 12.41. The Alternate Contribution Rate (ACR) will be applied to all ASRS retirees who are employed under the ASRS Return to Work (RTW) provisions. The ACR is paid by NPC and the rate will increase from 10.21% to 10.22%. The impact of these changes is minimal, under \$10,000.

NPC Salary Increase Percentage



FY2020-21 - 2.5% is related to Faculty & Exempt; proposal for Nonexempt employees is \$1.00/hour
 FY2016-17 - \$1390 per employee (\$550 stipend plus employer paid \$360 for medical/HSA & \$480 for dental)

**Arizona Community College
Preliminary Info on Salaries & Wages
FY2122**

Preliminary Information Subject to Change Until

County	College	Approved
Cochise	Cochise	Possible increase of 2.5%
		Approved 1.6% increase for faculty and a flat \$1000 increase for staff/administration. Medical increase of approximately 3% will be covered by College.
Coconino	Coconino	
Graham	Eastern	No compensation increase
		Proposing a 4% increase retroactive to January 1, 2021. Currently doing a market study of employee classification which may increase salaries for certain employee groups.
Maricopa	Maricopa	
Mohave	Mohave	TBD - College may pick up increases in benefit costs.
Pima	Pima	Possible increase of 2% to 3%
		No salary increases; provided two Covid payouts during the year and may do another next year
Pinal	Central	
Yavapai	Yavapai	Proposing increase of 3%
		Proposing increase of 2% unless employee is making less than \$50k/year, then increase is 3%
Yuma	Western	

**Northland Pioneer College
Proposed 2021-22 Faculty Salary Schedule**

Step	Grade										
	1	2	3	4	5	6	7	8	9	10	11
1	\$44,892	\$45,700	\$46,523	\$47,360	\$48,213	\$49,080	\$49,964	\$50,863	\$51,779	\$52,711	\$53,660
2	\$46,476	\$46,386	\$47,220	\$48,070	\$48,936	\$49,817	\$50,713	\$51,626	\$52,555	\$53,501	\$54,464
3	\$48,116	\$47,081	\$47,929	\$48,792	\$49,670	\$50,564	\$51,474	\$52,401	\$53,344	\$54,304	\$55,281
4	\$49,815	\$47,788	\$48,648	\$49,523	\$50,415	\$51,322	\$52,246	\$53,187	\$54,144	\$55,118	\$56,111
5	\$51,573	\$48,504	\$49,377	\$50,266	\$51,171	\$52,092	\$53,030	\$53,984	\$54,956	\$55,945	\$56,952
6	\$53,394	\$49,232	\$50,118	\$51,020	\$51,939	\$52,873	\$53,825	\$54,794	\$55,780	\$56,784	\$57,807
7	\$55,279	\$49,970	\$50,870	\$51,786	\$52,718	\$53,667	\$54,633	\$55,616	\$56,617	\$57,636	\$58,674
8	\$57,230	\$50,720	\$51,633	\$52,562	\$53,508	\$54,472	\$55,452	\$56,450	\$57,466	\$58,501	\$59,554
9	\$59,250	\$51,481	\$52,407	\$53,351	\$54,311	\$55,289	\$56,284	\$57,297	\$58,328	\$59,378	\$60,447
10	\$61,342	\$52,253	\$53,194	\$54,151	\$55,126	\$56,118	\$57,128	\$58,156	\$59,203	\$60,269	\$61,354
11	\$63,507	\$53,037	\$53,991	\$54,963	\$55,953	\$56,960	\$57,985	\$59,029	\$60,091	\$61,173	\$62,274
12	\$65,749	\$53,832	\$54,801	\$55,788	\$56,792	\$57,814	\$58,855	\$59,914	\$60,993	\$62,091	\$63,208
13	\$68,070	\$54,640	\$55,623	\$56,625	\$57,644	\$58,681	\$59,738	\$60,813	\$61,908	\$63,022	\$64,156
14	\$69,091	\$55,459	\$56,458	\$57,474	\$58,508	\$59,562	\$60,634	\$61,725	\$62,836	\$63,967	\$65,119
15	\$70,473	\$56,291	\$57,305	\$58,336	\$59,386	\$60,455	\$61,543	\$62,651	\$63,779	\$64,927	\$66,095
16	\$72,902	\$57,136	\$58,164	\$59,211	\$60,277	\$61,362	\$62,466	\$63,591	\$64,735	\$65,901	\$67,087
17	\$75,476	\$57,993	\$59,037	\$60,099	\$61,181	\$62,282	\$63,403	\$64,545	\$65,706	\$66,889	\$68,093
18	\$78,140	\$58,863	\$59,922	\$61,001	\$62,099	\$63,217	\$64,354	\$65,513	\$66,692	\$67,892	\$69,115
19	\$79,312	\$59,746	\$60,821	\$61,916	\$63,030	\$64,165	\$65,320	\$66,495	\$67,692	\$68,911	\$70,151
20	\$80,898	\$60,642	\$61,733	\$62,844	\$63,976	\$65,127	\$66,300	\$67,493	\$68,708	\$69,945	\$71,204
21	\$83,753	\$61,551	\$62,659	\$63,787	\$64,935	\$66,104	\$67,294	\$68,505	\$69,738	\$70,994	\$72,272
22	\$86,709	\$62,475	\$63,599	\$64,744	\$65,909	\$67,096	\$68,303	\$69,533	\$70,784	\$72,059	\$73,356
23	\$89,770	\$63,412	\$64,553	\$65,715	\$66,898	\$68,102	\$69,328	\$70,576	\$71,846	\$73,139	\$74,456
24	\$92,939	\$64,363	\$65,521	\$66,701	\$67,901	\$69,124	\$70,368	\$71,635	\$72,924	\$74,237	\$75,573
25	\$96,220	\$65,328	\$66,504	\$67,701	\$68,920	\$70,161	\$71,423	\$72,709	\$74,018	\$75,350	\$76,706
26	\$99,616	\$66,308	\$67,502	\$68,717	\$69,954	\$71,213	\$72,495	\$73,800	\$75,128	\$76,480	\$77,857
27	\$103,132	\$67,303	\$68,514	\$69,748	\$71,003	\$72,281	\$73,582	\$74,907	\$76,255	\$77,628	\$79,025
28	\$106,773	\$68,312	\$69,542	\$70,794	\$72,068	\$73,365	\$74,686	\$76,030	\$77,399	\$78,792	\$80,210
29	\$110,543	\$69,337	\$70,585	\$71,856	\$73,149	\$74,466	\$75,806	\$77,171	\$78,560	\$79,974	\$81,413
30	\$114,445	\$70,377	\$71,644	\$72,934	\$74,246	\$75,583	\$76,943	\$78,328	\$79,738	\$81,173	\$82,635
31	\$118,485	\$71,433	\$72,719	\$74,028	\$75,360	\$76,717	\$78,097	\$79,503	\$80,934	\$82,391	\$83,874
32	\$122,667	\$72,504	\$73,809	\$75,138	\$76,490	\$77,867	\$79,269	\$80,696	\$82,148	\$83,627	\$85,132
33	\$126,997	\$73,592	\$74,917	\$76,265	\$77,638	\$79,035	\$80,458	\$81,906	\$83,381	\$84,881	\$86,409

<u>Adjunct Faculty Rate/Load Unit</u>		<u>Substitute Rate/Hour</u>
Level 1	\$791	\$ 27
Level 2	\$816	
Level 3	\$867	

**Northland Pioneer College
Proposed Hourly Rate 2021-2022 Schedule
Hourly Rate - Nonexempt Staff**

Step	Grade >										
	1	2	3	4	5	6	7	8	9	10	11
1	\$ 14.79	\$ 15.15	\$ 15.51	\$ 15.87	\$ 16.23	\$ 16.59	\$ 16.95	\$ 17.31	\$ 17.67	\$ 18.03	\$ 18.39
2	\$ 15.15	\$ 15.51	\$ 15.87	\$ 16.23	\$ 16.59	\$ 16.95	\$ 17.31	\$ 17.67	\$ 18.03	\$ 18.39	\$ 18.75
3	\$ 15.51	\$ 15.87	\$ 16.23	\$ 16.59	\$ 16.95	\$ 17.31	\$ 17.67	\$ 18.03	\$ 18.39	\$ 18.75	\$ 19.11
4	\$ 15.87	\$ 16.23	\$ 16.59	\$ 16.95	\$ 17.31	\$ 17.67	\$ 18.03	\$ 18.39	\$ 18.75	\$ 19.11	\$ 19.47
5	\$ 16.23	\$ 16.59	\$ 16.95	\$ 17.31	\$ 17.67	\$ 18.03	\$ 18.39	\$ 18.75	\$ 19.11	\$ 19.47	\$ 19.83
6	\$ 16.59	\$ 16.95	\$ 17.31	\$ 17.67	\$ 18.03	\$ 18.39	\$ 18.75	\$ 19.11	\$ 19.47	\$ 19.83	\$ 20.19
7	\$ 16.95	\$ 17.31	\$ 17.67	\$ 18.03	\$ 18.39	\$ 18.75	\$ 19.11	\$ 19.47	\$ 19.83	\$ 20.19	\$ 20.55
8	\$ 17.31	\$ 17.67	\$ 18.03	\$ 18.39	\$ 18.75	\$ 19.11	\$ 19.47	\$ 19.83	\$ 20.19	\$ 20.55	\$ 20.91
9	\$ 17.67	\$ 18.03	\$ 18.39	\$ 18.75	\$ 19.11	\$ 19.47	\$ 19.83	\$ 20.19	\$ 20.55	\$ 20.91	\$ 21.27
10	\$ 18.03	\$ 18.39	\$ 18.75	\$ 19.11	\$ 19.47	\$ 19.83	\$ 20.19	\$ 20.55	\$ 20.91	\$ 21.27	\$ 21.63
11	\$ 18.39	\$ 18.75	\$ 19.11	\$ 19.47	\$ 19.83	\$ 20.19	\$ 20.55	\$ 20.91	\$ 21.27	\$ 21.63	\$ 21.99
12	\$ 18.75	\$ 19.11	\$ 19.47	\$ 19.83	\$ 20.19	\$ 20.55	\$ 20.91	\$ 21.27	\$ 21.63	\$ 21.99	\$ 22.35
13	\$ 19.11	\$ 19.47	\$ 19.83	\$ 20.19	\$ 20.55	\$ 20.91	\$ 21.27	\$ 21.63	\$ 21.99	\$ 22.35	\$ 22.71
14	\$ 19.47	\$ 19.83	\$ 20.19	\$ 20.55	\$ 20.91	\$ 21.27	\$ 21.63	\$ 21.99	\$ 22.35	\$ 22.71	\$ 23.07
15	\$ 19.83	\$ 20.19	\$ 20.55	\$ 20.91	\$ 21.27	\$ 21.63	\$ 21.99	\$ 22.35	\$ 22.71	\$ 23.07	\$ 23.43
16	\$ 20.19	\$ 20.55	\$ 20.91	\$ 21.27	\$ 21.63	\$ 21.99	\$ 22.35	\$ 22.71	\$ 23.07	\$ 23.43	\$ 23.79
Level 1			Level 2			Level 3					

Hourly Rate - Technical and Skilled Craft

Step	Grade >											
	1	2	3	4	5	6	7	8	9	10	11	12
1	\$ 16.74	\$ 17.10	\$ 17.46	\$ 17.82	\$ 18.18	\$ 18.54	\$ 18.90	\$ 19.26	\$ 19.62	\$ 19.98	\$ 20.34	\$ 20.70
2	\$ 17.10	\$ 17.46	\$ 17.82	\$ 18.18	\$ 18.54	\$ 18.90	\$ 19.26	\$ 19.62	\$ 19.98	\$ 20.34	\$ 20.70	\$ 21.06
3	\$ 17.46	\$ 17.82	\$ 18.18	\$ 18.54	\$ 18.90	\$ 19.26	\$ 19.62	\$ 19.98	\$ 20.34	\$ 20.70	\$ 21.06	\$ 21.42
4	\$ 17.82	\$ 18.18	\$ 18.54	\$ 18.90	\$ 19.26	\$ 19.62	\$ 19.98	\$ 20.34	\$ 20.70	\$ 21.06	\$ 21.42	\$ 21.78
5	\$ 18.18	\$ 18.54	\$ 18.90	\$ 19.26	\$ 19.62	\$ 19.98	\$ 20.34	\$ 20.70	\$ 21.06	\$ 21.42	\$ 21.78	\$ 22.14
6	\$ 18.54	\$ 18.90	\$ 19.26	\$ 19.62	\$ 19.98	\$ 20.34	\$ 20.70	\$ 21.06	\$ 21.42	\$ 21.78	\$ 22.14	\$ 22.50
7	\$ 18.90	\$ 19.26	\$ 19.62	\$ 19.98	\$ 20.34	\$ 20.70	\$ 21.06	\$ 21.42	\$ 21.78	\$ 22.14	\$ 22.50	\$ 22.86
8	\$ 19.26	\$ 19.62	\$ 19.98	\$ 20.34	\$ 20.70	\$ 21.06	\$ 21.42	\$ 21.78	\$ 22.14	\$ 22.50	\$ 22.86	\$ 23.22
9	\$ 19.62	\$ 19.98	\$ 20.34	\$ 20.70	\$ 21.06	\$ 21.42	\$ 21.78	\$ 22.14	\$ 22.50	\$ 22.86	\$ 23.22	\$ 23.58
10	\$ 19.98	\$ 20.34	\$ 20.70	\$ 21.06	\$ 21.42	\$ 21.78	\$ 22.14	\$ 22.50	\$ 22.86	\$ 23.22	\$ 23.58	\$ 23.94
11	\$ 20.34	\$ 20.70	\$ 21.06	\$ 21.42	\$ 21.78	\$ 22.14	\$ 22.50	\$ 22.86	\$ 23.22	\$ 23.58	\$ 23.94	\$ 24.30
12	\$ 20.70	\$ 21.06	\$ 21.42	\$ 21.78	\$ 22.14	\$ 22.50	\$ 22.86	\$ 23.22	\$ 23.58	\$ 23.94	\$ 24.30	\$ 24.66
13	\$ 21.06	\$ 21.42	\$ 21.78	\$ 22.14	\$ 22.50	\$ 22.86	\$ 23.22	\$ 23.58	\$ 23.94	\$ 24.30	\$ 24.66	\$ 25.02
14	\$ 21.42	\$ 21.78	\$ 22.14	\$ 22.50	\$ 22.86	\$ 23.22	\$ 23.58	\$ 23.94	\$ 24.30	\$ 24.66	\$ 25.02	\$ 25.38
15	\$ 21.78	\$ 22.14	\$ 22.50	\$ 22.86	\$ 23.22	\$ 23.58	\$ 23.94	\$ 24.30	\$ 24.66	\$ 25.02	\$ 25.38	\$ 25.74
16	\$ 22.14	\$ 22.50	\$ 22.86	\$ 23.22	\$ 23.58	\$ 23.94	\$ 24.30	\$ 24.66	\$ 25.02	\$ 25.38	\$ 25.74	\$ 26.10
Level T1				Level T2			Level T3					

Northland Pioneer College
Proposed Exempt Salary Range Chart 2021-2022

12 Month Staff		
Group	Base	Max
B2	\$38,007	\$53,208
B1	\$41,248	\$57,801
C3	\$42,303	\$59,222
C2	\$46,322	\$64,850
C1	\$49,301	\$69,020
D3	\$55,007	\$77,008
D2	\$68,859	\$96,406
D1	\$89,641	\$121,017
E2	\$103,321	\$139,211
E1	\$113,224	\$152,853

11 Month Staff		
Group	Base	Max
B2	\$34,353	\$48,095
B1	\$37,284	\$52,196
C3	\$38,235	\$53,529
C2	\$41,868	\$58,614
C1	\$44,562	\$62,385

10 Month Staff		
Group	Base	Max
B2	\$31,429	\$43,999
B1	\$34,108	\$47,751
C3	\$34,980	\$48,972
C2	\$38,302	\$53,624
C1	\$40,767	\$60,353

Positions by Salary Group	
B2	Center Manager
B2	Community Recruiter North
B2	Community Recruiter South
B2	Data Analyst
B2	Graphic Design & Digital Media Specialist
B2	Interim Financial Aid Systems Technician
B2	Network Support Technician
B2	SBDC Program Coordinator
B2	Senior Financial Aid Specialist
B2	System Support Technician
B2	Technical Designer/Production Manager
B1	Associate Librarian
B1	Campus Manager
B1	Network Technician
B1	Small Business Analyst
C3	Academic Advisor
C3	Academic Advisor - Apache County
C3	Early Childhood Learning Collaborative Coordinator
C3	Early College Advisor
C3	Maintenance Supervisor
C3	Manager of Career Services
C2	Accounting Manager
C2	Assistant Registrar
C2	Assistant to the President
C2	Assistant to the VP for Admin Services
C2	Assistant to the VP for Learning & Student Services
C2	Grant Accountant
C2	Manager of Emergency Services & Public Safety (PT)
C2	Manager of Financial Aid Operations
C2	Media Relations Coordinator
C2	Science Lab Manager
C2	Student Account Manager
C1	Administrative System Analyst
C1	Desktop Support Engineer
C1	Disabilities Resource & Access Coordinator
C1	Early College Program Coordinator
C1	Grant Project Coordinator-Instructor
C1	Human Resource Generalist
C1	Institutional Research Analyst
C1	Lead Campus Manager
C1	Network & Systems Engineer
C1	Procurement Manager
C1	Systems Engineer
D3	Apache County Coordinator
D3	Coordinator of Technical Services
D3	Database Analyst
D3	Director of Budget & Payroll
D2	Director of Financial Aid
D3	Director of Library Services
D3	Director of Small Business Development Center
D3	Network & Systems Administrator
D2	Associate Dean of Education and CCP
D2	Construction Manager
D2	Director of Facilities & Vehicles
D2	Director of Institutional Effectiveness
D2	Director of Marketing & Public Relations
D2	Director of Public Safety Education
D2	Director of Student Services/ Registrar
D1	Dean of Arts and Sciences
D1	Dean of Career and Technical Education
D1	Dean of Instructional Innovation
D1	Dean of Nursing & Allied Health
D1	Director of Financial Services/Controller
D1	Director of Information Services/CIO
D1	Program Director - NPC Friends & Family
E2	Assoc VP/Chief Human Resources Officer
E1	Interim VP for Learning & Student Services
E1	VP for Administrative Services/CFO

Northland Pioneer College
2020-21 Faculty Salary Schedule APPROVED 04-14-20

Step	Grade										
	1	2	3	4	5	6	7	8	9	10	11
1	\$44,012	\$44,804	\$45,611	\$46,432	\$47,267	\$48,118	\$48,984	\$49,866	\$50,764	\$51,677	\$52,608
2	\$44,672	\$45,476	\$46,295	\$47,128	\$47,976	\$48,840	\$49,719	\$50,614	\$51,525	\$52,453	\$53,397
3	\$45,342	\$46,158	\$46,989	\$47,835	\$48,696	\$49,573	\$50,465	\$51,373	\$52,298	\$53,239	\$54,198
4	\$46,022	\$46,851	\$47,694	\$48,553	\$49,427	\$50,316	\$51,222	\$52,144	\$53,083	\$54,038	\$55,011
5	\$46,713	\$47,554	\$48,410	\$49,281	\$50,168	\$51,071	\$51,990	\$52,926	\$53,879	\$54,849	\$55,836
6	\$47,413	\$48,267	\$49,136	\$50,020	\$50,920	\$51,837	\$52,770	\$53,720	\$54,687	\$55,671	\$56,673
7	\$48,125	\$48,991	\$49,873	\$50,770	\$51,684	\$52,615	\$53,562	\$54,526	\$55,507	\$56,506	\$57,523
8	\$48,846	\$49,726	\$50,621	\$51,532	\$52,460	\$53,404	\$54,365	\$55,344	\$56,340	\$57,354	\$58,386
9	\$49,579	\$50,472	\$51,380	\$52,305	\$53,246	\$54,205	\$55,181	\$56,174	\$57,185	\$58,214	\$59,262
10	\$50,323	\$51,229	\$52,151	\$53,090	\$54,045	\$55,018	\$56,008	\$57,016	\$58,043	\$59,087	\$60,151
11	\$51,078	\$51,997	\$52,933	\$53,886	\$54,856	\$55,843	\$56,848	\$57,872	\$58,913	\$59,974	\$61,053
12	\$51,844	\$52,777	\$53,727	\$54,694	\$55,679	\$56,681	\$57,701	\$58,740	\$59,797	\$60,873	\$61,969
13	\$52,622	\$53,569	\$54,533	\$55,515	\$56,514	\$57,531	\$58,567	\$59,621	\$60,694	\$61,787	\$62,899
14	\$53,411	\$54,372	\$55,351	\$56,347	\$57,362	\$58,394	\$59,445	\$60,515	\$61,604	\$62,713	\$63,842
15	\$54,212	\$55,188	\$56,181	\$57,192	\$58,222	\$59,270	\$60,337	\$61,423	\$62,528	\$63,654	\$64,800
16	\$55,025	\$56,016	\$57,024	\$58,050	\$59,095	\$60,159	\$61,242	\$62,344	\$63,466	\$64,609	\$65,772
17	\$55,851	\$56,856	\$57,879	\$58,921	\$59,982	\$61,061	\$62,160	\$63,279	\$64,418	\$65,578	\$66,758
18	\$56,688	\$57,709	\$58,747	\$59,805	\$60,881	\$61,977	\$63,093	\$64,229	\$65,385	\$66,562	\$67,760
19	\$57,539	\$58,574	\$59,629	\$60,702	\$61,795	\$62,907	\$64,039	\$65,192	\$66,365	\$67,560	\$68,776
20	\$58,402	\$59,453	\$60,523	\$61,613	\$62,722	\$63,851	\$65,000	\$66,170	\$67,361	\$68,573	\$69,808
21	\$59,278	\$60,345	\$61,431	\$62,537	\$63,662	\$64,808	\$65,975	\$67,162	\$68,371	\$69,602	\$70,855
22	\$60,167	\$61,250	\$62,352	\$63,475	\$64,617	\$65,780	\$66,965	\$68,170	\$69,397	\$70,646	\$71,918
23	\$61,069	\$62,169	\$63,288	\$64,427	\$65,587	\$66,767	\$67,969	\$69,192	\$70,438	\$71,706	\$72,996
24	\$61,985	\$63,101	\$64,237	\$65,393	\$66,570	\$67,769	\$68,989	\$70,230	\$71,494	\$72,781	\$74,091
25	\$62,915	\$64,048	\$65,201	\$66,374	\$67,569	\$68,785	\$70,023	\$71,284	\$72,567	\$73,873	\$75,203
26	\$63,859	\$65,008	\$66,179	\$67,370	\$68,582	\$69,817	\$71,074	\$72,353	\$73,655	\$74,981	\$76,331
27	\$64,817	\$65,984	\$67,171	\$68,380	\$69,611	\$70,864	\$72,140	\$73,438	\$74,760	\$76,106	\$77,476
28	\$65,789	\$66,973	\$68,179	\$69,406	\$70,655	\$71,927	\$73,222	\$74,540	\$75,882	\$77,247	\$78,638
29	\$66,776	\$67,978	\$69,202	\$70,447	\$71,715	\$73,006	\$74,320	\$75,658	\$77,020	\$78,406	\$79,817
30	\$67,778	\$68,998	\$70,240	\$71,504	\$72,791	\$74,101	\$75,435	\$76,793	\$78,175	\$79,582	\$81,015
31	\$68,794	\$70,033	\$71,293	\$72,576	\$73,883	\$75,213	\$76,567	\$77,945	\$79,348	\$80,776	\$82,230
32	\$69,826	\$71,083	\$72,363	\$73,665	\$74,991	\$76,341	\$77,715	\$79,114	\$80,538	\$81,988	\$83,463
33	\$70,874	\$72,149	\$73,448	\$74,770	\$76,116	\$77,486	\$78,881	\$80,301	\$81,746	\$83,217	\$84,715

<u>Adjunct Faculty Rate/Load Unit</u>	
Level 1	\$775
Level 2	\$800
Level 3	\$850

<u>Substitute Rate/Hour</u>	
\$	26

**Northland Pioneer College
Hourly Rate 2020-2021 Schedule APPROVED 04-14-20**

Hourly Rate - Nonexempt Staff

Step	Grade >										
	1	2	3	4	5	6	7	8	9	10	11
1	\$ 14.32	\$ 14.68	\$ 15.04	\$ 15.40	\$ 15.76	\$ 16.12	\$ 16.48	\$ 16.84	\$ 17.20	\$ 17.56	\$ 17.92
2	\$ 14.68	\$ 15.04	\$ 15.40	\$ 15.76	\$ 16.12	\$ 16.48	\$ 16.84	\$ 17.20	\$ 17.56	\$ 17.92	\$ 18.28
3	\$ 15.04	\$ 15.40	\$ 15.76	\$ 16.12	\$ 16.48	\$ 16.84	\$ 17.20	\$ 17.56	\$ 17.92	\$ 18.28	\$ 18.64
4	\$ 15.40	\$ 15.76	\$ 16.12	\$ 16.48	\$ 16.84	\$ 17.20	\$ 17.56	\$ 17.92	\$ 18.28	\$ 18.64	\$ 19.00
5	\$ 15.76	\$ 16.12	\$ 16.48	\$ 16.84	\$ 17.20	\$ 17.56	\$ 17.92	\$ 18.28	\$ 18.64	\$ 19.00	\$ 19.36
6	\$ 16.12	\$ 16.48	\$ 16.84	\$ 17.20	\$ 17.56	\$ 17.92	\$ 18.28	\$ 18.64	\$ 19.00	\$ 19.36	\$ 19.72
7	\$ 16.48	\$ 16.84	\$ 17.20	\$ 17.56	\$ 17.92	\$ 18.28	\$ 18.64	\$ 19.00	\$ 19.36	\$ 19.72	\$ 20.08
8	\$ 16.84	\$ 17.20	\$ 17.56	\$ 17.92	\$ 18.28	\$ 18.64	\$ 19.00	\$ 19.36	\$ 19.72	\$ 20.08	\$ 20.44
9	\$ 17.20	\$ 17.56	\$ 17.92	\$ 18.28	\$ 18.64	\$ 19.00	\$ 19.36	\$ 19.72	\$ 20.08	\$ 20.44	\$ 20.80
10	\$ 17.56	\$ 17.92	\$ 18.28	\$ 18.64	\$ 19.00	\$ 19.36	\$ 19.72	\$ 20.08	\$ 20.44	\$ 20.80	\$ 21.16
11	\$ 17.92	\$ 18.28	\$ 18.64	\$ 19.00	\$ 19.36	\$ 19.72	\$ 20.08	\$ 20.44	\$ 20.80	\$ 21.16	\$ 21.52
12	\$ 18.28	\$ 18.64	\$ 19.00	\$ 19.36	\$ 19.72	\$ 20.08	\$ 20.44	\$ 20.80	\$ 21.16	\$ 21.52	\$ 21.88
13	\$ 18.64	\$ 19.00	\$ 19.36	\$ 19.72	\$ 20.08	\$ 20.44	\$ 20.80	\$ 21.16	\$ 21.52	\$ 21.88	\$ 22.24
14	\$ 19.00	\$ 19.36	\$ 19.72	\$ 20.08	\$ 20.44	\$ 20.80	\$ 21.16	\$ 21.52	\$ 21.88	\$ 22.24	\$ 22.60
15	\$ 19.36	\$ 19.72	\$ 20.08	\$ 20.44	\$ 20.80	\$ 21.16	\$ 21.52	\$ 21.88	\$ 22.24	\$ 22.60	\$ 22.96
16	\$ 19.72	\$ 20.08	\$ 20.44	\$ 20.80	\$ 21.16	\$ 21.52	\$ 21.88	\$ 22.24	\$ 22.60	\$ 22.96	\$ 23.32
Level 1			Level 2			Level 3					

Hourly Rate - Technical and Skilled Craft

Step	Grade >											
	1	2	3	4	5	6	7	8	9	10	11	12
1	\$ 16.23	\$ 16.59	\$ 16.95	\$ 17.31	\$ 17.67	\$ 18.03	\$ 18.39	\$ 18.75	\$ 19.11	\$ 19.47	\$ 19.83	\$ 20.19
2	\$ 16.59	\$ 16.95	\$ 17.31	\$ 17.67	\$ 18.03	\$ 18.39	\$ 18.75	\$ 19.11	\$ 19.47	\$ 19.83	\$ 20.19	\$ 20.55
3	\$ 16.95	\$ 17.31	\$ 17.67	\$ 18.03	\$ 18.39	\$ 18.75	\$ 19.11	\$ 19.47	\$ 19.83	\$ 20.19	\$ 20.55	\$ 20.91
4	\$ 17.31	\$ 17.67	\$ 18.03	\$ 18.39	\$ 18.75	\$ 19.11	\$ 19.47	\$ 19.83	\$ 20.19	\$ 20.55	\$ 20.91	\$ 21.27
5	\$ 17.67	\$ 18.03	\$ 18.39	\$ 18.75	\$ 19.11	\$ 19.47	\$ 19.83	\$ 20.19	\$ 20.55	\$ 20.91	\$ 21.27	\$ 21.63
6	\$ 18.03	\$ 18.39	\$ 18.75	\$ 19.11	\$ 19.47	\$ 19.83	\$ 20.19	\$ 20.55	\$ 20.91	\$ 21.27	\$ 21.63	\$ 21.99
7	\$ 18.39	\$ 18.75	\$ 19.11	\$ 19.47	\$ 19.83	\$ 20.19	\$ 20.55	\$ 20.91	\$ 21.27	\$ 21.63	\$ 21.99	\$ 22.35
8	\$ 18.75	\$ 19.11	\$ 19.47	\$ 19.83	\$ 20.19	\$ 20.55	\$ 20.91	\$ 21.27	\$ 21.63	\$ 21.99	\$ 22.35	\$ 22.71
9	\$ 19.11	\$ 19.47	\$ 19.83	\$ 20.19	\$ 20.55	\$ 20.91	\$ 21.27	\$ 21.63	\$ 21.99	\$ 22.35	\$ 22.71	\$ 23.07
10	\$ 19.47	\$ 19.83	\$ 20.19	\$ 20.55	\$ 20.91	\$ 21.27	\$ 21.63	\$ 21.99	\$ 22.35	\$ 22.71	\$ 23.07	\$ 23.43
11	\$ 19.83	\$ 20.19	\$ 20.55	\$ 20.91	\$ 21.27	\$ 21.63	\$ 21.99	\$ 22.35	\$ 22.71	\$ 23.07	\$ 23.43	\$ 23.79
12	\$ 20.19	\$ 20.55	\$ 20.91	\$ 21.27	\$ 21.63	\$ 21.99	\$ 22.35	\$ 22.71	\$ 23.07	\$ 23.43	\$ 23.79	\$ 24.15
13	\$ 20.55	\$ 20.91	\$ 21.27	\$ 21.63	\$ 21.99	\$ 22.35	\$ 22.71	\$ 23.07	\$ 23.43	\$ 23.79	\$ 24.15	\$ 24.51
14	\$ 20.91	\$ 21.27	\$ 21.63	\$ 21.99	\$ 22.35	\$ 22.71	\$ 23.07	\$ 23.43	\$ 23.79	\$ 24.15	\$ 24.51	\$ 24.87
15	\$ 21.27	\$ 21.63	\$ 21.99	\$ 22.35	\$ 22.71	\$ 23.07	\$ 23.43	\$ 23.79	\$ 24.15	\$ 24.51	\$ 24.87	\$ 25.23
16	\$ 21.63	\$ 21.99	\$ 22.35	\$ 22.71	\$ 23.07	\$ 23.43	\$ 23.79	\$ 24.15	\$ 24.51	\$ 24.87	\$ 25.23	\$ 25.59
Level T1				Level T2			Level T3					

**Northland Pioneer College
Exempt Salary Range Chart 2020-2021 APPROVED 04-14-20**

12 Month Staff		
Group	Base	Max
B2	\$37,262	\$52,165
B1	\$40,439	\$56,668
C3	\$41,474	\$58,061
C2	\$45,414	\$63,578
C1	\$48,334	\$67,667
D3	\$53,928	\$75,498
D2	\$67,509	\$94,516
D1	\$87,883	\$118,644
E2	\$101,295	\$136,481
E1	\$111,004	\$149,856

11 Month Staff		
Group	Base	Max
B2	\$33,679	\$47,152
B1	\$36,553	\$51,173
C3	\$37,485	\$52,479
C2	\$41,047	\$57,465
C1	\$43,688	\$61,162

10 Month Staff		
Group	Base	Max
B2	\$30,813	\$43,136
B1	\$33,439	\$46,815
C3	\$34,294	\$48,012
C2	\$37,551	\$52,573
C1	\$39,968	\$59,170

Positions by Salary Group	
B2	Center Manager
B2	Data Analyst
B2	Graphic Design & Digital Media Specialist
B2	Network Support Technician
B2	Senior Financial Aid Specialist
B2	SBDC Program Coordinator
B2	Sytem Support Technician
B2	Technical Designer/Production Manager
B1	Associate Librarian
B1	Campus Manager
B1	Lead Campus Manager
B1	Network Technician
B1	Small Business Analyst
B1	Training Coordinator
C3	Academic Advisor
C3	Academic Advisor and Student Activities Coordinator
C3	Academic Advisor - Apache County
C3	Early Childhood Learning Collaborative Coordinator
C3	Maintenance Supervisor
C3	Manager of Career Services
C3	Procurement Manager
C2	Accounting Manager
C2	Assistant Registrar
C2	Assistant to the President
C2	Assistant to the VP for Admin Services
C2	Assistant to the VP for Learning & Student Services
C2	Grant Accountant
C2	Human Resource Generalist
C2	Manager of Emergency Services & Public Safety
C2	Manager of Financial Aid Operations
C2	Media Relations Coordinator
C2	Science Lab Manager
C2	Student Account Manager
C1	Administrative System Analyst
C1	Coordinator of High School Programs & Recruiting
C1	Desktop Support Engineer
C1	Disabilities Resource & Access Coordinator
C1	Grant Project Coordinator-Instructor
C1	Institutional Research Analyst
C1	Network & Systems Engineer
C1	Systems Engineer
D3	Apache County Coordinator
D3	Coordinator of Technical Services
D3	Database Analyst
D3	Director of Budget & Payroll
D2	Director of Library Services
D3	Director of Small Business Development Center
D3	Network & Systems Administrator
D3	Project Director for Title III TALON Grant
D2	Associate Dean of Education and CCP
D2	Construction Manager
D2	Director of Enrollment Services
D2	Director of Facilities & Vehicles
D2	Director of Institutional Effectiveness
D2	Director of Marketing & Public Relations
D2	Director of Nursing & Allied Health
D2	Director of Public Safety Education
D2	Director of Student Services
D1	Dean of Arts and Sciences
D1	Dean of Career and Technical Education
D1	Dean of Instruction & Innovation
D1	Director of Financial Services/Controller
D1	Director of Information Services/CIO
D1	Program Director - NPC Friends & Family
E2	Assoc VP/Chief Human Resources Officer
E1	VP for Learning & Student Services
E1	VP for Administrative Services/CFO



Alternate Contribution Rate

General Information

Legislation passed in 2011 under Senate Bill 1609 authorizes the ASRS to implement an Alternate Contribution Rate (ACR) to employers who hire ASRS retirees who return to work. The rate will be charged to and remitted to the ASRS by the employer. The purpose of the legislation is to mitigate the potential actuarial impact that retired members who return to work may have on the Trust Fund.

Here is a summary of the provisions now contained in Arizona Revised Statute 38-766.02:

Effective August 27, 2019, an amendment to this statute provides that an employer is not required to pay alternate contributions if the retired member is working in a position that is currently filled by another employee who is actively contributing to the ASRS. This means if an active member employee is on paid leave (and therefore actively contributing to the ASRS), and the employer hires a retired member to fill in during the active member's paid leave, then the employer is not required to pay ACR for the retired member. For further information please refer to the Employer Manual Chapter 6 page 11.

Beginning July 1, 2012, requires employers to pay an Alternate Contribution Rate (ACR) for members who return to work in any capacity and in a position ordinarily filled by an employee of the employer.

Charges the ACR starting the first day after retirement for a member who reached normal retirement and for a member who is an early retiree working less than 20/20 for as long as that member stays in service and for any future employment periods during which the member does not suspend their benefits and resume active membership.

States that the retired member does not accrue credited service, member service (for UORP), account balances, retirement benefits or LTD Program benefits, and the time is not later eligible for service purchase.

Requires employers to pay the ACR on behalf of any retiree that it employs regardless of 20/20 status, direct/leasing/contracting arrangement, or whether the retiree satisfied the 12-month break in service without working in a leased or contract arrangement.

States that late contributions are subject to interest (7.5%) and may be recovered in court or by state revenue offsets.

Requires employers to submit any reports, data, paperwork, or materials required by the ASRS to determine the function, utilization, efficacy or operation of the return to work program.

Includes a Legislative Intent clause that states the purpose of the legislation is to mitigate the potential actuarial impact that retired members who return to work might have on the Trust Fund.

ASRS Return to Work - Violations

Clarifies the period for which a member shall repay suspended pensions to the ASRS starts with the date the ASRS notifies the member in writing that their employment violated the statute, the date the ASRS determines the member knew or should have known that their employment violated the statute, or any other time period that approximates the duration of the violation, as determined by the ASRS.

Requires an employer that employed a member whose pension was suspended to pay the ASRS the ACR starting with the date the member returned to employment. The employer is required to make the ACR payment through the earlier of:

The date the member terminates employment,

The date the employer begins making the ACR payment required by the new Return to Work statute, or

Current ACR Information

Alternate Contribution Rate

Fiscal year 2020-21, effective July 1, 2020: 10.21%

Fiscal year 2021-22, effective July 1, 2021: 10.22%

[ACR Guide](#) - Step-by-step instructions for online alternate contribution rate processing and payment. (Updated March 2016)

[ACR Template](#) - This template is for web-based contribution reporting employers to provide the required ACR data to the ASRS.

Frequently Asked Questions

When is the ACR effective?

The ACR became effective on July 1, 2012 and applies only to wages earned on and after that date.

Is there a grandfather clause?

For which ASRS retirees is the ACR applicable?

What is the ACR this year, and how is it determined?

How is the ACR applied?

Does the ACR apply to ASRS retirees who are hired to work less than 20 hours per week or less than 20 weeks?

What kind of data is collected for ACR payments?

What if an employer uses a third party employer for staffing purposes?

How are ACR data and payments submitted to ASRS?

Can there be multiple files for the same pay period?

How frequently is ACR due?

Can the employer pass the cost of the contribution required by the ACR on to the employee?

The date the member resumes active membership in the ASRS.

Was this page helpful?:

Average: 3.8 (32 votes)

About Us

For more than 50 years, the Arizona State Retirement System has provided retirement security to Arizona's public servants, including teachers, municipal workers and other government employees. The ASRS proudly serves more than a half-million members including more than 100,000 retired members.

Main Sections

[Home](#)
[Members](#)
[Retirees](#)
[Employers](#)
[News](#)
[Contact Us](#)
[Helpful Links](#)
[Site Map](#)
[AZ.gov](#)

Follow Us

[Facebook](#)
[Twitter](#)
[YouTube](#)
[LinkedIn](#)

Contact Us

[Contact Us via Message, Phone](#) [Visit](#)
[Register for a Group Meeting](#)
[Report a Death](#)
[Contact the ASRS Investments Team](#)

Google Translate

Translations from original text written in English on this website made through Google Translate or any similar product are unofficial and not binding on the ASRS, the state or any political entity.

Select Language | ▼



- Retirement Central
- Members
- Retirees
- Employers
- News
- About Us
- COVID-19

Home Members

Contribution Rates

ASRS Defined Benefit Plan

The Arizona State Retirement System Defined Benefit Plan provides for lifelong monthly retirement income for qualified members.

The plan is tax qualified under section 401(a) of the Internal Revenue Code. It is a "cost sharing" model, meaning both the member and the employer contribute equally. Members also participate and contribute to the ASRS Long Term Disability Income Plan, which provides benefits for actively contributing members.

Contribution rates as a percent of pay are actuarially determined and adjusted annually to ensure the plan remains fiscally sound and able to meet current and future obligations.

There are two portions to the ASRS contribution rate - the Retirement Pension & Health Insurance Benefit, and the Long Term Disability Income Plan. The Pension Plan contribution is a pre-tax deduction, and the Long-Term Disability deduction is post-tax. Tax on pension benefits is deferred until payment is made to the member as a benefit or refund.

Contribution Rates

Fiscal Year 2020-21. Effective July 1, 2020

	PENSION & HEALTH INSURANCE BENEFIT	LONG TERM DISABILITY INCOME PLAN	TOTAL
Employee	12.04%	0.18%	12.22%
Employer	12.04%	0.18%	12.22%

Fiscal Year 2021-22. Effective July 1, 2021

	PENSION & HEALTH INSURANCE BENEFIT	LONG TERM DISABILITY INCOME PLAN	TOTAL
Employee	12.22%	0.19%	12.41%
Employer	12.22%	0.19%	12.41%

Alternate Contribution Rate - for Retired, Returned to Work Members

For members who retire, then returned to work for an ASRS employer while keeping their monthly pension, an Alternate Contribution Rate (ACR) is required. Read more on the [ACR](#) page.

Log in to Check Your Balance

By logging in to your secure myASRS account, you can see your contribution history as well as service credit and benefit estimates based on those contributions.

myASRS Login

Was this page helpful?:

Average: 4.1 (120 votes)

About Us

For more than 50 years, the Arizona State Retirement System has provided retirement security to Arizona's public servants, including teachers, municipal workers and other government employees. The ASRS proudly serves more than a half-million members including more than 100,000 retired members.

Main Sections

- Home
- Members
- Retirees
- Employers
- News
- Contact Us
- Helpful Links
- Site Map
- AZ.gov

Follow Us

- Facebook
- Twitter
- YouTube
- LinkedIn

Contact Us

- Contact Us via Message, Phone, Visit
- Register for a Group Meeting
- Report a Death
- Contact the ASRS Investments Team
- Google Translate

Translations from original text written in English on this website made through Google Translate or any similar product are unofficial and not binding on the ASRS, the state or any political entity.

Select Language ▼

2021-2022 Introductory Budget Analysis

Summary: General Fund Revenues

	FY2122 Option 1 (Max Prop Tax & Gov Bud)	FY2122 Option 2 (TNT Prop Tax & Gov Bud)	FY2021 Board Approved Budget
Property Tax Levy Rate	\$ 1.8042	\$ 1.7505	\$ 1.7827
Revenues:			
Property Taxes	\$ 16,445,192	\$ 15,955,424	\$ 15,726,233
Operating State Aid	1,511,700	1,511,700	1,554,800
Equalization	9,171,000	9,171,000	8,444,300
Rural Funding / pending	1,153,600	1,153,600	
Tuition & Fees	4,400,000	4,400,000	2,600,000
Fund Balance - Tuition 50% discount	-	-	2,000,000
Govt Grants/Contracts	2,000,000	2,000,000	1,400,000
Investment Income	500,000	500,000	500,000
Other	200,000	200,000	200,000
Transfers to Other Funds	(3,953,600)	(3,953,600)	(2,900,000)
Fund Balance	500,000	1,000,000	
Total Revenues	31,927,892	31,938,124	29,525,333
Expenditures:			
Total Expenditures	31,927,892	31,938,124	29,525,333
Net Deficit/Surplus	\$ -	\$ -	\$ -

- **Property taxes** cannot exceed the maximum allowable by statute, which includes a 2% increase and the impact of new construction. Options for setting the primary property taxes are listed below:
 - Option 1 – set the levy rate at the maximum of \$1.8042 generating \$16,445,192. This will require TNT notices and a hearing.
 - Option 2 – set the levy rate at the TNT rate of \$1.7505 generating \$15,955,424. This would not require TNT notices nor a hearing.
- Risks to property taxes include:
 - Transwestern Pipeline Litigation - NPC will refund property tax revenues of \$299,000, excluding interest, for prior tax years. State legislators are pursuing appropriations to help with a portion of the refund. The decreased property valuation will impact future property tax revenues.

- Cholla Power Plant – as the coal plant continues to shut down operations it will continue to be a risk to future property tax revenues.
- **State funding** in total is expected to increase compared to the current year.
 - **Operating aid** – is estimated at \$1,511,700 decreasing over the current year by \$43,100. Operating aid is based on enrollment two years in arrears.
 - **Equalization** – is estimated at \$9,171,000 increasing over the current year by \$726,700. Equalization aid is provided to community college districts with property tax bases that are less than the minimum assessed value for their rural district or county (populations less than 500,000 persons). There are currently four community college districts in Arizona who receive equalization aid – Cochise (Cochise county), Eastern (Graham county), Arizona Western (Yuma/LaPaz county) and NPC (Navajo county).
 - **Rural funding** – is estimated at \$1,153,600 but legislation to provide additional funding is not yet approved.
- **Tuition** is estimated at \$4,400,000 which considers declining enrollment and introduction of a new discounted “In-District” tuition rate.
- **Government grants and contracts** is estimated at \$2,000,000 an increase of \$600,00 compared to the current year. NPC has been conservative in prior year estimates and is adjusting its estimate to reflect actual revenues.
- **Investment income** is estimated at \$500,000, the same as the current year.
- **Other income** is estimated at \$200,000, the same as the current year. This is revenue from Cosmetology retail sales and Microwave Tower rentals.

Capital Fund Revenue Trend

The state funding for **STEM** activities is estimated at \$319,700 a decrease of \$15,100 compared to the current year. Other Capital Fund revenue will be transferred from the General Fund or Fund Balance. The budget for facility expansion at Show Low is \$20 million to be spent over several years.

Restricted and Auxiliary Funds Revenue Trend

With the passage of **Proposition 207**, legalizing the sale of recreational marijuana, the district is expected to see an increase in revenue for workforce development of \$508,000. Other revenues remain stable.

BUDGET DEVELOPMENT CALENDAR

FISCAL YEAR 2021 – 2022

APPROVED 9/15/20

ACTIVITY	RESOURCE	DUE BY
1. Receive & approve calendar	DGB	✓ 15 September 2020
2. Receive and approve budget assumptions & overview	DGB	✓ 15 December
3. Distribute budget materials for operational & capital	Director of Budget	✓ 18 December
4. Review budget process and calendar at convocation	CFO	✓ 11 January 2021
5. Director of Budget receives budget	Department Managers & Director of Budget	✓ 19 January
6. Exec Team receives staffing requests	Department Managers & Exec Team	✓ 19 January
7. President, CHRO, faculty, CASO meet on compensation	Pres, CHRO, FA, CASO	✓ 1 February
8. Exec Team finalizes staffing needs	Executive Team	✓ 8 February
9. Review of operational & capital plans/budget requests	Executive Team	✓ 8 February
10. Receive introductory budget analysis	DGB	✓ 16 February
11. Receive tuition and fee schedules	DGB	✓ 16 February
12. President receives compensation recommendation	Pres, CHRO, FA, CASO	✓ 1 March
13. Budget hearing	Executive Team	5 March
14. Receive preliminary budget analysis	DGB	✓ 16 March
15. Receive compensation recommendation	DGB	✓ 16 March
16. Approve tuition and fee schedules	DGB	✓ 16 March
17. Approve compensation	DGB	20 April
18. Receive complete budget analysis	DGB	20 April
19. Develop and adopt preliminary budgets (June 5)	DGB	20 April
20. Publish notice of public budget & TNT hearing (15 days prior)	CFO	3 May
21. Publish budget on website & other publication (15 days prior)	CFO	3 May
22. 2 nd notice of public budget & TNT hearing (5 days prior)	CFO	13 May
23. 2 nd publication of budget (5 days prior)	CFO	13 May
24. Conduct taxpayer public hearings (June 20)	DGB	18 May
25. Adopt property tax levy & final budgets at special meeting (June 20)	DGB	18 May
26. Notify PTOC of primary property tax levy (3 days after adoption)	CFO	21 May
27. Submit tax levy to Navajo County	CFO	21 May

Northland Pioneer College
Preliminary Budget Development Assumptions
FY 2021-22

GENERAL ASSUMPTIONS

- Budget Development Calendar will establish the due dates.
- Introductory budget analysis for DGB in February will be prior to budget hearings and will be limited to an overview of expenditure and revenue trends.
- Preliminary budget analysis for DGB in March will include a detailed examination of budget planning.
- Expenditure limit breaches will use carry forward amounts to comply with statutory limits. Legislative action is necessary to pursue formula changes.

REVENUE ASSUMPTIONS

- Overall revenues may increase slightly. Information available in January and February will provide updated estimates.
- State appropriations related to equalization may increase slightly compared to current fiscal year.
- Tuition revenues will show an increase compared to the prior year. The upcoming year will not include a tuition waiver that was implement to help with the impacts of COVID-19 in the current year. Enrollment is declining.
 - The District Governing Board adopted a three-year tuition plan in FY1920.
 - FY2021 \$79 per in-state credit hour
 - FY2122 \$82 per in-state credit hour
 - FY2223 \$85 per in-state credit hour
 - Tuition and general fees are set at a rate that:
 - (A) gives consideration to the impact on students, student enrollment, and student retention rates,
 - (B) increases incrementally, and
 - (C) is competitive in our market by maintaining a comparative position to the average overall tuition and general fees at other Arizona community colleges.
- Course fees will be set at a rate to offset expendable supplies and equipment.
- Primary property tax levy will be set at the maximum rate, which is two percent higher than current year tax plus an increase for new construction. Setting the tax levy at the maximum will require a truth-in-taxation hearing. Property tax valuation of the pending closure of Cholla Power Plant will be available in February.
- Other revenues will be based on historical information and emerging trends.

EXPENDITURE ASSUMPTIONS

- Overall expenditures will match revenues.
- Budget request that are higher than current budget **or** actual historical spending will require **justification and review during the budget hearing process.**
- Budget requests from Department Managers for operational and capital expenditures are due **January 19, 2021.**

- SALARY SCHEDULES will be developed with:
 - (A) consideration to increasing rates balanced with available funds and impact to expenditure limit,
 - (B) consideration to competitive market conditions with the goal to maintain a comparative position to the average increases/rates at other local public entities, other Arizona community colleges, and other similar institutions, and
 - (C) consideration to salary recommendations received through the shared governance process.

- BENEFITS will be developed with:
 - (A) consideration on impacts from third-party partnerships including:
 - (1) Employee benefit trust for medical insurance, and
 - (2) Arizona State Retirement System for retirement contributions.

- Education partner relationships will be maintained with:
 - (A) Apache County,
 - (B) NAVIT,
 - (C) Dual enrollment, and
 - (D) others.

- OPERATING budget requests cover a one-year period.
- CAPITAL budget requests cover a three-year period (FY2122, FY2223 and FY2324).
- GRANT funding will continue to be identified and pursued.
- AUXILIARY fund activities will be maintained.

**Northland Pioneer College
Budget Development Guidelines
FY 2021-22**

Budget Categories & Targets:

Revenues	<ul style="list-style-type: none"> • Administrative Services will prepare the budget.
Salaries/Wages & Benefits	<ul style="list-style-type: none"> • HR and Administrative Services will prepare the budget for contract positions and the benefits for all positions. • Budget Managers will prepare budget for non-contract positions and include in their department budget requests. These include: <ul style="list-style-type: none"> ○ Adjunct faculty ○ Faculty overload ○ Temporary employee ○ Lab aid ○ Substitute faculty
Operating Expenditures	<ul style="list-style-type: none"> • Budget to remain level. • Any new programs/services must demonstrate linkage to the strategic plan.
Capital Expenditures	<ul style="list-style-type: none"> • Budget requests to align with revenues from the operational budget, grant funds, or reserved funds.

**Arizona Community Colleges
FY 2022 State Aid Request for M&O, Equalization Assistance and STEM Workforce Programs**

FY 2022 State Aid Request	Cochise	Coconino	Gila	Graham	Maricopa	Mohave	Navajo	Pima	Pinal	Santa Cruz	Yavapai	Yuma/La Paz	Total
Maintenance & Operation	\$ 4,370,500	\$ 1,625,800	\$ 290,900	\$ 1,984,200	\$ -	\$ 1,013,400	\$ 1,511,700	\$ -	\$ 1,339,200	\$ 15,400	\$ 596,500	\$ 2,410,300	\$ 15,157,900
Equalization Assistance	7,925,300	-	-	18,189,700	-	-	9,171,000	-	-	-	-	616,700	35,902,700
STEM Workforce Programs	928,400	371,800	134,100	502,400	10,327,800	397,600	319,700	2,268,200	707,800	29,100	701,300	787,800	17,476,000
Total Request	\$ 13,224,200	\$ 1,997,600	\$ 425,000	\$ 20,676,300	\$ 10,327,800	\$ 1,411,000	\$ 11,002,400	\$ 2,268,200	\$ 2,047,000	\$ 44,500	\$ 1,297,800	\$ 3,814,800	\$ 68,536,600

Maintenance and Operations, Pursuant to ARS 15-1466	Cochise	Coconino	Gila	Graham	Maricopa	Mohave	Navajo	Pima	Pinal	Santa Cruz	Yavapai	Yuma/La Paz	Total
FTSE Change:													
FY 2019 Audited FTSE (Total)	6,376	1,986	683	3,033	67,498	2,228	1,742	14,058	3,033	113	3,472	4,942	109,164
FY 2020 Unaudited FTSE (Total)	5,829	1,877	688	2,435	67,467	2,005	1,648	14,477	3,400	139	3,530	5,036	108,531
Increase/(Decrease)	(547)	(109)	5	(598)	(31)	(223)	(94)	419	367	26	58	94	(633)
FY 2019 Audited Non Dual Enr	6,305	1,799	612	2,944	62,168	1,981	1,447	13,690	2,999	113	3,171	4,819	102,048
FY 2020 Unaudited Non Dual Enr	5,776	1,664	589	2,350	61,630	1,782	1,396	13,875	3,341	139	3,149	4,811	100,502
Increase/(Decrease)	(529)	(135)	(23)	(594)	(538)	(199)	(51)	185	342	26	(22)	(8)	(1,546)
FY 2019 Audited Dual Enrollment	71	187	71	89	5,330	247	295	368	34	-	301	123	7,116
FY 2020 Unaudited Dual Enrollment	53	213	99	85	5,837	223	252	602	59	-	381	225	8,029
Increase/(Decrease)	(18)	26	28	(4)	507	(24)	(43)	234	25	-	80	102	913

State Aid Adj. for FTSE Change and Dual Enrollment:	Cochise	Coconino	Gila	Graham	Maricopa	Mohave	Navajo	Pima	Pinal	Santa Cruz	Yavapai	Yuma/La Paz	Total
FY 2021 State aid M&O	\$ 4,690,700	\$ 1,698,400	\$ 296,300	\$ 2,338,800	\$ -	\$ 1,138,900	\$ 1,554,800	\$ -	\$ 1,128,300	\$ -	\$ 585,800	\$ 2,384,800	\$ 15,816,800
Non Dual Enrollment Growth	(314,800)	(80,300)	(13,700)	(353,400)	-	(118,400)	(30,300)	-	203,500	15,400	(13,100)	(4,800)	(709,900)
Dual Enrollment Growth ⁽¹⁾	(5,400)	7,700	8,300	(1,200)	-	(7,100)	(12,800)	-	7,400	-	23,800	30,300	51,000
FY 2022 Appropriation	4,370,500	1,625,800	290,900	1,984,200	-	1,013,400	1,511,700	-	1,339,200	15,400	596,500	2,410,300	15,157,900
Increased State approp.	(320,200)	(72,600)	(5,400)	(354,600)	-	(125,500)	(43,100)	-	210,900	15,400	10,700	25,500	(658,900)

⁽¹⁾ Reflects funding adjustment for Dual Enrollment based on Dual Enrollment FTSE * Average Appropriation* 50%

Formula calculated according to statute	
FY 2021 Total M&O Appropriation	\$ 15,816,800
FY 2020 Unaudited FTSE (Total)	26,587
Average Appropriation Per FTSE (Non Dual Enrollment)	\$ 595
Average Appropriation Per FTSE (Dual Enrollment)	\$ 298

Equalization FY 2022 Calculation, Pursuant to ASRS 15-1468	Cochise	Coconino	Gila	Graham	Maricopa	Mohave	Navajo	Pima	Pinal	Santa Cruz	Yavapai	Yuma/La Paz	Total
FY 2022 Equalization Aid	\$ 7,925,300	\$ -	\$ -	\$ 18,189,700	\$ -	\$ -	\$ 9,171,000	\$ -	\$ -	\$ -	\$ -	\$ 616,700	\$ 35,902,700
FY 2021 Equalization Aid	7,227,100	-	-	17,469,100	-	-	8,444,300	-	-	-	-	155,200	33,295,700
Increase/(Decrease)	698,200	-	-	720,600	-	-	726,700	-	-	-	-	461,500	2,607,000

The STEM Support request shown below was calculate using the formula in ARS 15-1464

STEM Workforce Programs	Cochise	Coconino	Gila	Graham	Maricopa	Mohave	Navajo	Pima	Pinal	Santa Cruz	Yavapai	Yuma/La Paz	Total
FY 2020 Audited Non Dual Enr	5,776	1,664	589	2,350	61,630	1,782	1,396	13,875	3,341	139	3,149	4,811	100,502
FY 2020 Unaudited Dual Enrollment	53	213	99	85	5,837	223	252	602	59	-	381	225	8,029
FY 2021 Amount for Non Dual Enroll (1)	\$ 924,200	\$ 349,400	\$ 123,700	\$ 493,500	\$ 9,860,800	\$ 374,200	\$ 293,200	\$ 2,220,000	\$ 701,600	\$ 29,100	\$ 661,300	\$ 769,800	\$ 16,800,800
FY 2021 Amount for Dual Enrollment	4,200	22,400	10,400	8,900	467,000	23,400	26,500	48,200	6,200	-	40,000	18,000	675,200
FY 2022 Formula Calculation (2)	\$ 928,400	\$ 371,800	\$ 134,100	\$ 502,400	\$ 10,327,800	\$ 397,600	\$ 319,700	\$ 2,268,200	\$ 707,800	\$ 29,100	\$ 701,300	\$ 787,800	\$ 17,476,000
FY 2021 STEM Aid	1,014,500	397,400	136,000	627,600	1,600,000	441,900	334,800	400,000	96,500	23,700	697,500	1,024,900	6,794,800
Increase/(Decrease)	(86,100)	(25,600)	(1,900)	(125,200)	8,727,800	(44,300)	(15,100)	1,868,200	611,300	5,400	3,800	(237,100)	10,681,200

⁽¹⁾ FY 2021 FTSE times rate per FTSE: rate is <5,000 FTSE @ \$210 per FTSE, > 5,000 FTSE @ \$160 per FTSE

⁽²⁾ Reflects funding at 50% of STEM amount for Dual Enrollment Students

Community Colleges

Link to the **AGENCY'S STRATEGIC PLAN**

Link to the **AGENCY'S WEBSITE:** https://www.aztransfer.com/community_colleges/

All dollar amounts are expressed in thousands.

Agency Budget Summary

	FY 2020 Actual	FY 2021 Exp.Plan	FY 2022 Net Change	FY 2022 Exec. Bud.
General Fund	97,431.8	64,895.4	1,422.0	66,317.4
Agency Total	97,431.8	64,895.4	1,422.0	66,317.4

Executive Budget Baseline Changes

Equalization Aid

The Executive Budget includes an increase in funding for Equalization Aid to Cochise, Graham, Navajo, and Yuma/La Paz counties.

The Equalization Aid formula established in A.R.S. § 15-1468 supports community college districts that have an insufficient property tax base compared to the minimum assessed value as described in A.R.S. § 15-1402.

Funding	FY 2022
General Fund	2,607.0
Issue Total	2,607.0

Operating State Aid

The Executive Budget includes a decrease in funding for Operating State Aid to community colleges.

The Operating State Aid formula established in A.R.S. § 15-1466 is based on each community college district's enrollment change from the previous year. In FY 2020, full-time student enrollment declined by 633 students statewide, generating a reduction in Operating State Aid.

Funding	FY 2022
General Fund	(658.9)
Issue Total	(658.9)

STEM and Workforce Aid

The Executive Budget includes a decrease in funding for STEM and Workforce Programs Aid to community colleges.

In FY 2020, full-time student enrollment (FTSE) declined by 633 students statewide, generating a reduction in STEM and Workforce Programs Aid.

The STEM and Workforce Programs Aid formula established in A.R.S. § 15-1464 is allocated based on FTSE enrollment. Community college districts with enrollment over 5,000 FTSE receive \$160 per FTSE, while districts with less than 5,000 receive \$210 per FTSE.

Laws 2019, Chapter 266 appropriated from the General Fund \$1.6 million and \$400,000 for the community colleges in, respectively, Maricopa and Pima counties for STEM and Workforce Programs Aid for three years beginning in FY 2020. Additionally, Chapter 266 appropriated \$96,500 for Pinal County.

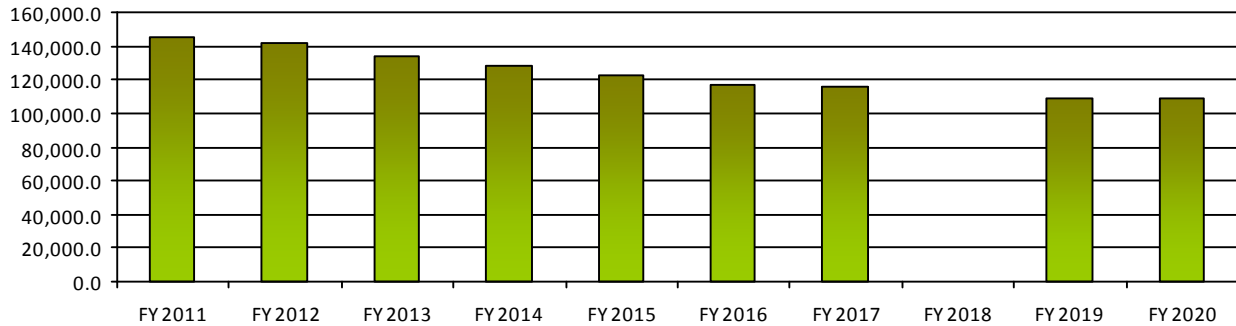
The advance appropriations to Maricopa, Pima, and Pinal counties remain unchanged.

Funding	FY 2022
General Fund	(526.1)
Issue Total	(526.1)

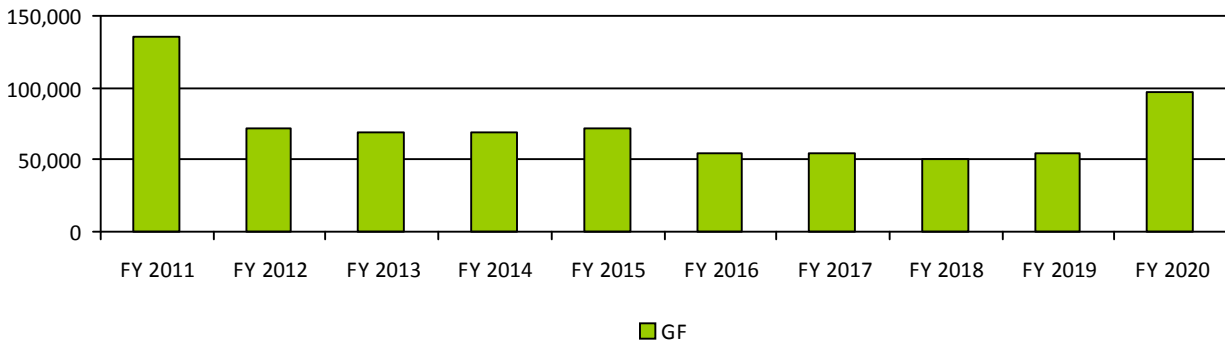
In addition to the funding amounts for this agency shown in this section, the Executive Budget also includes funding changes for this agency in the **STATEWIDE ADJUSTMENTS** section, which is immediately after Capital section. Statewide Adjustments for FY 2022 include changes for health insurance premiums, retirement contributions, risk management, rent charges, AFIS upgrade, and state motor vehicle fleet charges. There could also be funding for this agency in the capital or the statewide and large automation projects section, which follow the Department of Water Resources.

Link to [EXECUTIVE BUDGET LEGISLATIVE CHANGES](#)

Full-Time Equivalent Student Enrollment Data provided by agency



Agency Expenditures (in \$1,000s)



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

State Appropriations

BY PROGRAM	FY 2020 Actual	FY 2021 Approp.	FY 2022 Net Change	FY 2022 Exec. Bud.
Dine College	1,000.0	1,000.0	0.0	1,000.0
Equalization Aid	30,647.6	33,295.7	2,369.9	35,665.6
Gila Provisional Community College	200.0	200.0	0.0	200.0
Maricopa Nursing Center	5,800.0	0.0	0.0	0.0
One-Time Student Count Funding	14,200.0	0.0	0.0	0.0
Operating State Aid	16,206.1	15,816.8	(658.9)	15,157.9
Pima Aviation Center	15,000.0	0.0	0.0	0.0
Rural County Allocation	3,420.8	3,658.2	0.0	3,658.2
Rural County Reimbursement Subsidy	1,273.8	1,273.8	0.0	1,273.8
STEM and Workforce Programs	6,827.4	6,794.8	(289.0)	6,505.8
Tribal Community Colleges	2,856.1	2,856.1	0.0	2,856.1

Agency Total - Appropriated Funds	97,431.8	64,895.4	1,422.0	66,317.4
--	-----------------	-----------------	----------------	-----------------

BY EXPENDITURE OBJECT	FY 2020 Actual	FY 2021 Approp.	FY 2022 Net Change	FY 2022 Exec. Bud.
Aid to Others	97,431.8	64,895.4	1,422.0	66,317.4
Agency Total - Appropriated Funds	97,431.8	64,895.4	1,422.0	66,317.4

BY APPROPRIATED FUND	FY 2020 Actual	FY 2021 Approp.	FY 2022 Net Change	FY 2022 Exec. Bud.
General Fund	97,431.8	64,895.4	1,422.0	66,317.4
Agency Total - Appropriated Funds	97,431.8	64,895.4	1,422.0	66,317.4

FOR MORE DETAIL ABOUT EACH FUND SEE THE STATE FUNDS BOOK

Special Line Appropriations

	FY 2020 Actual	FY 2021 Approp.	FY 2022 Net Change	FY 2022 Exec. Bud.
Operating State Aid Cochise	4,623.5	4,690.7	(320.2)	4,370.5
Operating State Aid Coconino	1,703.4	1,698.4	(72.6)	1,625.8
Operating State Aid Gila	293.7	296.3	(5.4)	290.9
Operating State Aid Graham	2,389.6	2,338.8	(354.6)	1,984.2
Operating State Aid Mohave	1,175.3	1,138.9	(125.5)	1,013.4
Operating State Aid Navajo	1,567.7	1,554.8	(43.1)	1,511.7
Operating State Aid Pinal	1,452.0	1,128.3	210.9	1,339.2
Operating State Aid Santa Cruz	0.0	0.0	15.4	15.4
Operating State Aid Yavapai	601.4	585.8	10.7	596.5
Operating State Aid Yuma/La Paz	2,399.5	2,384.8	25.5	2,410.3
STEM and Workforce Programs State Aid Cochise	996.2	1,014.5	(86.1)	928.4
STEM and Workforce Programs State Aid Coconino	399.2	397.4	(25.6)	371.8
STEM and Workforce Programs State Aid Gila	135.0	136.0	(1.9)	134.1
STEM and Workforce Programs State Aid Graham	645.8	627.6	(125.2)	502.4
STEM and Workforce Programs State Aid Maricopa	1,600.0	1,600.0	0.0	1,600.0
STEM and Workforce Programs State Aid Mohave	455.0	441.9	(44.3)	397.6
STEM and Workforce Programs State Aid Navajo	339.5	334.8	(15.1)	319.7
STEM and Workforce Programs State Aid Pima	400.0	400.0	0.0	400.0
STEM and Workforce Programs State Aid Pinal	96.5	96.5	0.0	96.5
STEM and Workforce Programs State Aid Santa Cruz	26.9	23.7	5.4	29.1
STEM and Workforce Programs State Aid Yavapai	703.1	697.5	3.8	701.3
STEM and Workforce Programs State Aid Yuma/La Paz	1,030.2	1,024.9	0.0	1,024.9
Equalization Aid Cochise	6,389.5	7,227.1	698.2	7,925.3
Equalization Aid Graham	16,506.2	17,469.1	720.6	18,189.7
Equalization Aid Navajo	7,751.9	8,444.3	726.7	9,171.0
Equalization Aid Yuma/La Paz	0.0	155.2	224.4	379.6
Rural Community College Aid Cochise	3,140.1	0.0	0.0	0.0
Rural Community College Aid Coconino	1,003.1	0.0	0.0	0.0
Rural Community College Aid Gila	343.2	0.0	0.0	0.0
Rural Community College Aid Graham	1,568.1	0.0	0.0	0.0
Rural Community College Aid Mohave	1,152.1	0.0	0.0	0.0
Rural Community College Aid Navajo	889.2	0.0	0.0	0.0
Rural Community College Aid Pinal	1,795.4	0.0	0.0	0.0
Rural Community College Aid Santa Cruz	64.2	0.0	0.0	0.0
Rural Community College Aid Yavapai	1,761.3	0.0	0.0	0.0
Rural Community College Aid Yuma/La Paz	2,483.3	0.0	0.0	0.0
Rural County Allocation	3,420.8	3,658.2	0.0	3,658.2
Rural County Reimbursement Subsidy	1,273.8	1,273.8	0.0	1,273.8
Tribal Community Colleges	2,856.1	2,856.1	0.0	2,856.1
Additional Gila Workforce Development Aid	200.0	200.0	0.0	200.0
Dine College Remedial Education	1,000.0	1,000.0	0.0	1,000.0
Maricopa Health Care Specialty Expansion	5,800.0	0.0	0.0	0.0
Pima Aviation Center Expansion	15,000.0	0.0	0.0	0.0
Agency Total - Appropriated Funds	97,431.8	64,895.4	1,422.0	66,317.4

The special-line appropriations shown in this table are also included in the amounts displayed in the preceding tables.

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

Arizona Community Colleges

	FY 2020 ACTUAL	FY 2021 ESTIMATE	FY 2022 BASELINE
SPECIAL LINE ITEMS			
Operating State Aid			
Cochise	4,623,500	4,690,700	4,373,500
Coconino	1,703,400	1,698,400	1,626,500
Gila	293,700	296,300	271,500
Graham	2,389,600	2,338,800	1,936,100
Mohave	1,175,300	1,138,900	1,205,500
Navajo	1,567,700	1,554,800	1,512,300
Pinal	1,452,000	1,128,300	1,356,500
Santa Cruz	0	0	17,100
Yavapai	601,400	585,800	590,500
Yuma/La Paz	2,399,500	2,384,800	2,391,900
<i>Subtotal - Operating State Aid</i>	16,206,100	15,816,800	15,281,400
STEM and Workforce Programs State Aid			
Cochise	996,200	1,014,500	928,400
Coconino	399,200	397,400	371,800
Gila	135,000	136,000	127,200
Graham	645,800	627,600	484,200
Maricopa	1,600,000	1,600,000	1,600,000 ^{1/}
Mohave	455,000	441,900	465,700
Navajo	339,500	334,800	319,700
Pima	400,000	400,000	400,000 ^{1/}
Pinal	96,500	96,500	96,500
Santa Cruz	26,900	23,700	29,800
Yavapai	703,100	697,500	699,200
Yuma/La Paz	1,030,200	1,024,900	1,027,400
<i>Subtotal - STEM and Workforce Programs State Aid</i>	6,827,400	6,794,800	6,549,900
Equalization Aid			
Cochise	6,389,500	7,227,100	7,925,300
Graham	16,506,200	17,469,100	18,193,200
Navajo	7,751,900	8,444,300	9,171,000
Yuma/La Paz	0	155,200	616,700
<i>Subtotal - Equalization Aid</i>	30,647,600	33,295,700	35,906,200
Rural Community College Aid			
Cochise	3,140,100	0	0
Coconino	1,003,100	0	0
Gila	343,200	0	0
Graham	1,568,100	0	0
Mohave	1,152,100	0	0
Navajo	889,200	0	0
Pinal	1,795,400	0	0
Santa Cruz	64,200	0	0
Yavapai	1,761,300	0	0
Yuma/La Paz	2,483,300	0	0
<i>Subtotal - Rural Community College Aid</i>	14,200,000	0	0
Rural County Allocation	3,420,800	3,658,200	3,658,200 ^{2/}
Rural County Reimbursement Subsidy	1,273,800	1,273,800	1,273,800 ^{3/}
Tribal Community Colleges	2,856,100	2,856,100	2,856,100 ^{4/}
Additional Gila Workforce Development Aid	200,000	200,000	200,000
Dine College Remedial Education	1,000,000	1,000,000	1,000,000 ^{5/}
Maricopa Health Care Specialty Expansion	5,800,000	0	0

	FY 2020 ACTUAL	FY 2021 ESTIMATE	FY 2022 BASELINE
Pima Aviation Center Expansion	15,000,000	0	0
AGENCY TOTAL	97,431,800	64,895,400	66,725,600 ^{6/}
FUND SOURCES			
General Fund	97,431,800	64,895,400	66,725,600
SUBTOTAL - Appropriated Funds	97,431,800	64,895,400	66,725,600
Other Non-Appropriated Funds	23,219,000	23,873,200	23,873,200
TOTAL - ALL SOURCES	120,650,800	88,768,600	90,598,800

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

FOOTNOTES

- 1/ The following amounts are appropriated from the state General Fund in each of FY 2020, FY 2021 and FY 2022 to the following Arizona community college districts for STEM and workforce development:
 - 1. Maricopa \$1,600,000
 - 2. Pima \$400,000 (FY 2020 General Appropriation Act footnote)
- 2/ A.R.S. § 15-1469.01 provides that the General Fund will pay the initial cost of students attending community colleges who are from counties that are not part of an established community college district, and then the state will withhold these counties’ sales tax revenues to offset that cost. In FY 2022, that amount is estimated to be \$3,658,200. Because this appropriation is in permanent statute, it is not included in the General Appropriation Act.
- 3/ Of the \$1,273,800 appropriated to the rural county reimbursement subsidy line item, Apache county receives \$699,300 and Greenlee county receives \$574,500. (General Appropriation Act footnote)
- 4/ A.R.S. § 42-5031.01 directs the State Treasurer to annually transmit to the tribal colleges 10% of Transaction Privilege Tax (TPT) revenues collected from sources located on the reservation, or \$1,750,000, whichever is less, as well as 5% of TPT revenues collected on the reservation, or \$875,000, whichever is less, to a technical college on the same reservation. Because this appropriation is in permanent statute, it is not included in the General Appropriation Act.
- 5/ On or before October 15, 2021, the Diné college board of regents shall submit to the governor, the speaker of the house of representatives, the president of the senate, the secretary of state and the joint legislative budget committee a report that details the course completion rate for students who received remedial education during the 2020-2021 academic year. (General Appropriation Act footnote)
- 6/ General Appropriation Act funds are appropriated as District-by-District Special Line Items.

Operating State Aid

The Baseline includes \$15,281,400 from the General Fund in FY 2022 for Operating State Aid. FY 2022 adjustments are as follows:

Enrollment Changes

The Baseline includes a decrease of \$(535,400) from the General Fund in FY 2022 to fund the statutory formula for Operating State Aid.

This amount funds statutory formula costs for a (782), or (2.8)%, decrease in Full Time Student Equivalent (FTSE) students in rural community colleges (see Table 1). The (782) net FTSE decrease consists of a (1,034) FTSE

decrease in non-dual enrollment students and a 252 FTSE increase in dual enrollment students. A.R.S. § 15-1466.01 requires dual enrollment students be funded at 50% for state aid purposes. Dual enrollment refers to high school students who are enrolled in community college courses for both high school and community college credit.

Unaudited enrollment figures indicate a decline in student enrollment in FY 2021 as a result of the COVID-19 pandemic. The number of students decreased by 15% across multiple districts. However, given that the Operating State Aid formula funds the current fiscal year based on enrollment changes from 2 years prior, enrollment declines would not affect operating state aid until FY 2023.

Table 1**Community College Enrollment**

	<u>FY 2019</u> <u>FTSE</u>	<u>FY 2020</u> <u>FTSE</u>	<u>Percentage</u> <u>Change</u>
<u>Rural Districts</u>			
Cochise	6,376	5,829	(8.6)%
Coconino	1,986	1,877	(5.5)%
Gila	683	655	(4.1)%
Graham	3,033	2,348	(22.6)%
Mohave	2,228	2,370	6.4%
Navajo	1,742	1,648	(5.4)%
Pinal	3,033	3,432	13.2%
Santa Cruz	113	142	25.7%
Yavapai	3,472	3,520	1.4%
Yuma/La Paz	<u>4,942</u>	<u>5,005</u>	<u>1.3%</u>
<i>Subtotal</i>	<i>27,608</i>	<i>26,826</i>	<i>(2.8)%</i>
<u>Urban Districts</u>			
Maricopa	67,498	67,472	0%
Pima	<u>14,058</u>	<u>13,874</u>	<u>(1.3)%</u>
Total	109,164	108,172	(0.9)%

Background – With the exception of Maricopa and Pima, the Operating State Aid line items provide each community college district with funds for continuing operating and maintenance expenses pursuant to A.R.S. § 15-1466. The Operating State Aid formula adjusts state aid in an amount that reflects changes in the FTSE enrollment count. This enrollment adjustment is calculated by multiplying the change in the most recent year’s actual FTSE for each district by the average state aid per FTSE appropriated in the current fiscal year. (For FY 2022, the last actual FTSE data was from FY 2020.)

Maricopa and Pima County are also statutory recipients of Operating State Aid. However, a session law provision suspends the formula.

The full formula funding for Maricopa and Pima County cannot effectively be calculated for FY 2022. The Operating State Aid formula adjusts the prior year's appropriation based on the changes in FTSE enrollment count. Maricopa and Pima County have not received Operating State Aid since FY 2015.

STEM and Workforce Programs State Aid
--

The Baseline includes \$6,549,900 from the General Fund in FY 2022 for Science, Technology, Engineering and Mathematics (STEM) and Workforce Programs State Aid. FY 2022 adjustments are as follows:

Enrollment Changes

The Baseline includes a decrease of \$(244,900) from the General Fund in FY 2022 to fund decreased formula costs for STEM and Workforce Programs State Aid. This

reduction is the result of a net decline in rural district enrollment in FY 2020.

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

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

The FY 2020 and FY 2021 Higher Education BRBs suspended this formula and funded districts as specified in the FY 2020 and FY 2021 General Appropriation Acts. The FY 2022 Baseline continues these adjustments:

- 1) All rural districts except Pinal receive funding in the same amount as the full formula.
- 2) Pinal receives \$96,500. Full funding for Pinal would cost an additional \$618,100.
- 3) Maricopa and Pima were appropriated \$1,600,000 and \$400,000, respectively, for FY 2020, FY 2021 and FY 2022 in the FY 2020 General Appropriation Act. Because this funding was advance appropriated, it will not appear in the FY 2022 General Appropriation Act. Fully funding Maricopa and Pima according to the formula would cost an additional \$8,723,000 for Maricopa and \$1,771,700 for Pima.

Equalization Aid

The Baseline includes \$35,906,200 from the General Fund in FY 2022 for Equalization Aid. FY 2022 adjustments are as follows:

Property Value Changes

The Baseline includes an increase of \$2,610,500 from the General Fund in FY 2022 to reflect increased formula costs for funding Equalization Aid due to assessed valuation changes. Detail of specific district changes is shown in Table 2.

Table 2**FY 2022 Equalization Funding Changes**

<u>District</u>	<u>FY 2020</u>	<u>Year-over- Year Change</u>	<u>FY 2021</u>
Cochise	\$ 7,227,100	\$ 698,200	\$ 7,925,300
Graham	17,469,100	724,100	18,193,200
Navajo	8,444,300	726,700	9,171,000
Yuma/La Paz	<u>155,200</u>	<u>461,500</u>	<u>616,700</u>
Total	\$33,295,700	\$2,610,500	\$35,906,200

Background – The Equalization Aid line items provide additional state aid to community college districts with property tax bases that are less than the minimum assessed value specified in A.R.S. § 15-1402. Under the Equalization Aid formula, the minimum assessed valuation is revised by the average change in actual assessed valuation for the most recent year for all rural districts with populations of less than 500,000 persons, according to the most recent decennial census data. Actual assessed valuation for rural districts was 5.6% higher in TY 2020 than in the preceding year. Therefore, for the FY 2022 Equalization Aid formula calculation, the minimum assessed valuation increased 5.6% to approximately \$1.6 billion. (See Table 3 for the calculation of the growth rate.)

In any one year a district’s equalization assistance will depend on 1) whether the district falls below the minimum threshold (\$1.55 billion in FY 2022), 2) whether the district’s change in assessed value was less than the rural districts’ average change, and 3) the applicable tax rate.

Rural County Allocation

The Baseline includes \$3,658,200 from the General Fund in FY 2022 for Rural County Allocation. This amount is unchanged from FY 2021.

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

Each year, the amount is determined by enrollment counts submitted to the JLBC Staff. The JLBC Staff is required by A.R.S. § 15-1469D to report the county withholdings to the Treasurer by May 15 for the upcoming fiscal year. In May 2020, the JLBC Staff reported the amount to be \$3,658,200 for FY 2021.

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

Rural County Reimbursement Subsidy

The Baseline includes \$1,273,800 from the General Fund in FY 2022 for Rural County Reimbursement Subsidy. This amount is unchanged from FY 2021.

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

Table 3

**Equalization Growth Factor
for Tax Years (TY) 2019-2020**

District	TY 2019 Primary AV	TY 2020 Primary AV	TY 2019- 2020 % Growth
Cochise*	\$ 941,485,600	\$ 973,084,500	3.4 %
Graham*	193,896,000	223,604,200	15.3 %
Navajo*	852,640,200	882,158,100	3.5 %
Yuma/LaPaz*	1,457,683,800	1,506,557,400	3.4 %
Cocconino	1,831,089,300	1,929,724,100	5.4 %
Mohave	1,908,201,500	2,010,693,400	5.4 %
Pinal	2,521,252,100	2,689,422,200	6.7 %
Yavapai	2,765,677,100	2,957,724,700	6.9 %
Total	\$12,471,925,600	\$13,172,968,600	5.6 %
Minimum AV	\$1,469,014,000	\$1,551,572,600	5.6 %

* These districts qualify to receive Equalization Aid under the state funding formula in FY 2022.

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

As noted in Table 3, the average rural district assessed value increased by 5.6% in TY 2020. In comparison, Cochise increased by 3.4%, Navajo increased by 3.5%, and Yuma/La Paz increased by 3.4%. Because their primary assessed value increased by less than the average rural district, Cochise, Navajo, and Yuma/La Paz qualify for more aid. While Graham increased by 15.3%, more than the average rural district, its assessed value remains below the minimum assessed value. In TY 2019, the Yuma/La Paz assessed value dropped below the minimum assessed value, making it eligible for equalization aid in FY 2021. The last time Yuma/La Paz received equalization aid was FY 2012.

Tribal Community Colleges

The Baseline includes \$2,856,100 from the General Fund in FY 2022 for Tribal Community Colleges. This amount is unchanged from FY 2021.

The Baseline includes a distribution of \$2,625,000 to the Navajo Nation, comprised of \$1,750,000 for Diné College, and \$875,000 for Navajo Technical College. For the Navajo Nation, the Baseline assumes the maximum amounts allowed under statute since a net of 15% of their current TPT revenues would exceed the statutory distribution limits as described below. The Baseline includes \$231,100 for the Tohono O'odham Community College in FY 2022 based on a projection of 10% of the collected TPT revenues from the reservation. These amounts continue the assumed funding levels in FY 2021.

Background – This funding is limited to qualified tribes that instituted a compact with the state before September 1, 2017, to receive a portion of Transaction Privilege Tax (TPT) revenues for support of tribe's postsecondary institution(s). A.R.S. § 42-5031.01 allows any qualifying tribal community college to receive \$1,750,000, or 10% of the TPT revenues collected from all sources located on the reservation, whichever is less. A.R.S. § 42-5031.01 also allows any additional technical college located on the same reservation to receive \$875,000, or 5% of the TPT revenues collected from sources located on the reservation, whichever is less. Actual amounts for FY 2021 will depend on FY 2021 collections. Given the language of A.R.S. § 42-5031.01, these monies do not appear in the General Appropriation Act. (Please see the FY 2020 Appropriations Report for more information.)

Additional Gila Workforce Development Aid

The Baseline includes \$200,000 from the General Fund for Additional Gila Workforce Development Aid in FY 2022. This amount is unchanged from FY 2021.

Background – As a provisional community college district, Gila County is not eligible for a \$200,000 annual Workforce Development allocation from Proposition 301 monies (see A.R.S. § 42-5029).

Diné College Remedial Education

The Baseline includes \$1,000,000 from the General Fund in FY 2022 for Diné College Remedial Education. This amount is unchanged from FY 2021.

This line item provides additional funding to Diné College to provide remedial education to help students prepare

for college-level courses such as reading, writing and mathematics. In addition, the Baseline continues a General Appropriations Act footnote that requires the Diné college board of regents to submit a report that details the course completion rate for students who received remedial education during the 2020-2021 academic year to the JLBC, Governor's office, and legislative leaders on or before October 15, 2021.

Other Issues

Statutory Changes

The Baseline would:

- As session law, continue to suspend the Operating State Aid funding formula in FY 2022 for Maricopa and Pima Counties.
- As session law, continue to suspend Maricopa, Pima, and Pinal's Science, Technology, Engineering and Mathematics and Workforce Programs funding formula for FY 2022. The Pinal funding of \$96,500 continues to be specified in the General Appropriation Act. Since the FY 2020 budget already appropriated \$1,600,000 for Maricopa County and \$400,000 for Pima County STEM and Workforce Funding for each of FY 2020, FY 2021, and FY 2022, the funding for FY 2022 for these 2 districts would not be specified in the General Appropriation Act.

Long-Term Budget Impacts

Beyond FY 2022 Baseline changes, the JLBC Staff estimates that Community College statutory caseload changes will require an additional \$2,207,900 in FY 2023 above FY 2022 spending and an additional \$2,307,000 in FY 2024 above FY 2023 spending.

These estimates assume:

- Flat enrollment growth (so no change in costs for Operating State Aid or STEM and Workforce Programs State Aid for FY 2023 and FY 2024).
- A reduction of \$(2,000,000) in FY 2023 below FY 2022 to remove Maricopa and Pima STEM and Workforce Programs funding appropriated in the FY 2020 budget for each of FY 2020, FY 2021, and FY 2022.
- An increase of \$2,207,900 for Equalization Aid in FY 2023 above FY 2022 and \$2,307,000 in FY 2024 above FY 2023. These estimates assume total Net Assessed Value (NAV) growth of 4.5% in FY 2023 and FY 2024 based on the statewide average. The counties receiving aid would see an average of 3.3% NAV increase. This would cause NAV in those districts to grow farther from the statewide NAV average for

Table 4

Total Estimated Community College Revenues – FY 2021

District	State Aid ^{1/}	Tuition/Fees	Property Taxes	Grants	Other ^{2/}	FY 2021 Total ^{3/}	FY 2020 Total ^{4/}	% Change from FY 2020
Cochise	\$11,917,800	\$9,915,900	23,373,500	10,475,700	\$1,272,000	\$56,954,900	\$55,341,500	2.9%
Coconino	1,698,400	7,177,300	8,664,500	5,792,000	799,100	24,131,300	24,823,100	(2.8)%
Gila ^{5/}	296,300	0	5,267,500	511,000	35,000	6,109,800	5,783,400	5.6%
Graham	19,807,900	7,560,800	6,988,800	11,926,000	10,505,000	56,788,500	55,220,000	2.8%
Maricopa	0	225,492,600	588,718,500	210,012,100	38,745,000	1,062,968,200	1,047,634,500	1.5%
Mohave	1,138,900	8,150,000	25,903,800	8,393,200	620,000	44,205,900	44,574,200	(0.8)%
Navajo	9,999,100	2,600,000	15,726,200	6,000,000	2,734,800	37,060,100	38,269,100	(3.2)%
Pima	0	48,354,000	122,107,000	47,836,000	7,999,100	226,296,100	248,578,000	(9.0)%
Pinal	1,128,300	11,449,000	48,141,300	17,832,000	1,883,000	80,433,600	87,110,100	(7.7)%
Santa Cruz ^{5/}	0	20,000	1,704,200	45,000	11,700	1,780,900	1,738,900	2.4%
Yavapai	585,800	11,647,000	49,749,700	14,851,000	3,678,100	80,511,600	80,988,800	(0.6)%
Yuma/La Paz	<u>2,540,000</u>	<u>14,000,100</u>	<u>38,529,500</u>	<u>28,500,000</u>	<u>8,323,600</u>	<u>91,893,200</u>	<u>87,848,600</u>	<u>4.6%</u>
Total ^{6/}	\$49,112,500	\$346,366,700	\$934,874,500	\$362,174,100	\$76,606,300	\$1,769,134,100	\$1,777,910,200	(0.5)%

- 1/ State Aid revenue includes Operating State Aid and Equalization Aid.
- 2/ Includes auxiliary programs, interest income, workforce development funds, and transfers. Federal coronavirus-related funds are not included.
- 3/ Total revenues do not include bond proceeds or district fund balances. Including these amounts total revenues are estimated to be \$2,057,042,500 for FY 2021.
- 4/ Total revenues do not include bond proceeds or district fund balances. Including these amounts total revenues are \$1,775,406,200 for FY 2020.
- 5/ Gila Provisional Community College contracts with Graham County's Eastern Arizona College in order to provide degree programs. Therefore, Gila's tuition and fee revenues are collected by Graham according to their contract agreement. Santa Cruz Provisional Community College contracts with Pima County's Community College in order to provide degree programs. Therefore, Santa Cruz's tuition and fee revenues are collected by Pima according to their contract agreement.
- 6/ Columns may not add to total due to rounding.

rural counties in both years, entitling them to more Equalization Aid.

Community College Revenue Sources

In addition to state General Fund monies, Arizona's community colleges receive revenues from a number of other sources, including student tuition and fees, local property taxes, grants, and other monies generated by the colleges. Of the total, the community colleges receive 2.0% of their revenues (excluding bond proceeds) from state aid.

For FY 2021, base operating revenues from all sources are estimated to be \$1,769,134,100, which would be a decrease of (0.5)% from FY 2020. (See Table 4 for a summary of FY 2021 total revenue estimates.)

Property taxes are the single largest revenue source for the community colleges, accounting for 52.8% of their revenues. There are 2 types of property taxes: primary and secondary. For the community colleges, primary property taxes are levied for operating purposes and secondary property taxes are levied to pay for capital outlay expenses. Both taxes are levied on limited property values. Each community college district determines its primary and secondary property tax rates. (See Table 5 for a summary of FY 2021 property tax rates.)

Table 5
Community College Tax Rates – TY 2020

District	Primary Rate	Secondary Rate	Combined Rate	% Change from TY 2019
Cochise	\$2.40	\$0.00	\$2.40	(2.0)%
Coconino	0.45	0.00	0.45	(2.2)%
Gila	0.96	0.00	0.96	0.0%
Graham	3.12	0.00	3.12	(6.9)%
Maricopa	1.13	0.16	1.29	(3.0)%
Mohave	1.29	0.00	1.29	(3.0)%
Navajo	1.78	0.00	1.78	(2.2)%
Pima	1.34	0.00	1.34	(2.9)%
Pinal	2.02	0.28	2.30	4.1%
Santa Cruz	0.47	0.00	0.47	(2.1)%
Yavapai	1.61	0.08	1.69	(8.2)%
Yuma/La Paz	2.19	0.36	2.56	(0.4)%

Under A.R.S. § 42-17051, community colleges are allowed to collect 2% more in property tax revenues annually, not including revenue from new construction. Any increase over 2% requires voter approval, unless the district has foregone increases in prior years and consolidates those increases into a single year.

The community colleges also collect tuition and fees from enrolled students. These collections account for approximately 19.6% of total revenues. Tuition and fees are assessed on a per credit hour basis. FY 2021 weighted

Table 6

Community College Resident Tuition and Fees – FY 2021

<u>District</u>	<u>Average Cost Per Credit Hour</u>	<u>Annual Cost ^{1/}</u>	<u>% Change from FY 2020</u>
Cochise	\$91	\$2,730	3.4%
Coconino	113	3,390	1.8%
Gila	90	2,700	12.5%
Graham	90	2,700	0.0%
Maricopa	68	2,040	(20.0)%
Mohave	81	2,430	0.0%
Navajo	79	2,370	2.6%
Pima	87	2,610	3.0%
Pinal	86	2,580	0.0%
Santa Cruz	85	2,535	0.0%
Yavapai	76	2,280	4.4%
Yuma/La Paz	88	2,640	2.3%
Weighted Average	\$75	\$2,259	(11.6)%

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

average tuition (weighted for each district’s proportion of the statewide FTSE count) is \$2,259 if a full-time student attends for 30 hours a year. The FY 2021 amount represents a decrease of (11.6)% from FY 2020. (See Table 6 for FY 2021 resident tuition and fee rates.)

Community colleges also receive grants and “other” revenue from a variety of sources. Combined, they account for approximately 24.8% of community college revenues.

Revenue listed in the “other” category includes auxiliary programs, interest incomes, workforce development funds, and transfers.

Total Community College Expenditures

Table 7 shows total budgeted FY 2021 community college expenditures. In FY 2021, total budgeted expenditures are \$1,950,911,900. As mentioned previously, base operating revenues for FY 2021 are \$1,769,134,100; however, this figure does not include allocated fund balances or bond proceeds. Including these amounts, total available revenues are \$2,057,042,500. Of the total \$1,950,911,900 in budgeted expenditures, \$1,662,757,700, or 85.2%, of these expenditures are from the community colleges’ General and Restricted Funds. This includes about \$494,367,800, or 25.3%, for instruction and \$343,481,400, or 17.6%, for institutional support.

Expenditures for auxiliary enterprises, including revenue generating retail and business services such as parking lots, book stores, and food service, are \$73,883,000, or 3.8% of the total. Plant Fund expenditures, which

Table 7

Community Colleges - FY 2021 Budgeted Expenditures

<u>General/Restricted Funds</u>	<u>Total</u>	<u>% of Total</u>
Instruction	\$494,367,800	25.3%
Public Service	\$30,846,000	1.6%
Academic Support	\$140,987,200	7.2%
Student Services	\$173,035,600	8.9%
Institutional Support	\$343,481,400	17.6%
Operation & Maintenance	\$119,547,600	6.1%
Scholarships/Grants	\$307,430,500	15.8%
Contingency	\$53,061,500	2.7%
Subtotal ^{1/}	\$1,662,757,700	85.2%
Auxiliary Enterprises Fund	\$73,883,000	3.8%
Plant Fund	\$213,199,200	10.9%
Debt Service	\$1,072,000	0.1%
Total ^{1/}	\$1,950,911,900	100%

^{1/} May not add to subtotal and total due to rounding.

generally include capital costs, are \$213,199,200, or 10.9% of the total. The remaining \$1,072,000 is for debt service.

Higher Education Emergency Relief Fund

The Coronavirus Aid, Relief, and Economic Security (CARES) Act established the Higher Education Emergency Relief Fund (HEERF). There are 3 components of this funding available for institutions of higher education (IHEs).

Section 18004(a)(1) of the CARES Act distributes HEERF monies to IHEs based 75% on the relative share of full-time equivalent students of in-person Pell grant recipients and 25% on in-person non-Pell grant recipients enrolled at the institution. Low-income students who are enrolled in degree-granting programs may be eligible for Pell Grants. The CARES Act requires that 50% of monies received under this section be distributed to students as emergency financial aid grants.

Section 18004(a)(2) of the CARES Act requires additional monies be distributed according to the above formula to Historically Black Colleges and Universities, American Indian Tribally Controlled Colleges and Universities, Minority Servings Institutions, and Strengthening Institutions Program participants.

Section 18004(a)(3) of the CARES Act allocates funding to ensure all nonprofit IHEs receive at least \$500,000 in HEERF monies.

Arizona community colleges have received a total of \$82,286,855 in HEERF monies. Of this amount, at least

\$36,356,337 must be distributed to students as emergency financial aid grants. Please see *Table 8* for distributions by community college.

Of this amount, 15.0% will be divided equally among each district, 0.5% divided equally among each provisional district, and 84.5% divided among the districts according to enrollment. Please see *Table 9* for distributions by community college district.

Proposition 207 – Recreational Marijuana

Proposition 207, approved by voters in the November 2020 general election, legalizes the sale and consumption of marijuana and marijuana products for adults 21 years of age and older. The initiative established the Smart and Safe Arizona Fund, which receives monies from a 16.0% excise tax and is used by state agencies to carry out certain requirements of the initiative. After monies in the fund are used by state agencies for administrative costs of the initiative, the community college districts and provisional community college districts will receive a distribution of 33% from the fund. In the third year of recreational marijuana sales, community colleges are estimated to receive a distribution of \$53,241,200. *(Please see the Department of Health Services - Other Issues Section for more information.)*

<u>District</u>	<u>Distribution</u>
Cochise	\$3,222,900
Coconino	1,579,300
Gila*	405,500
Graham	1,775,100
Maricopa	28,860,300
Mohave	1,784,300
Navajo	1,484,000
Pima	6,568,800
Pinal	2,226,000
Santa Cruz*	192,200
Yavapai	2,262,600
Yuma/La Paz	<u>2,880,200</u>
Total	\$53,241,200

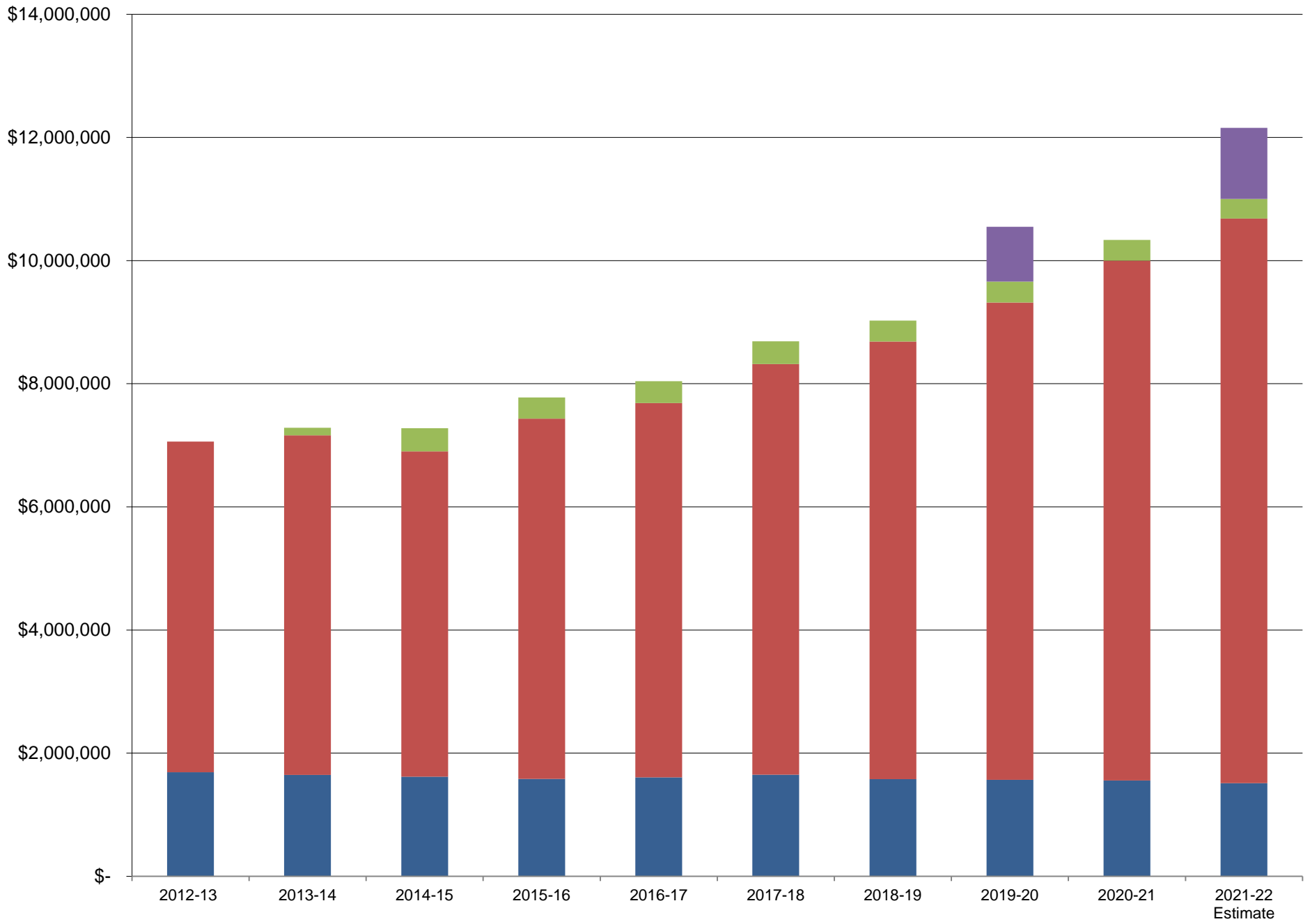
* indicates provisional community college district

	<u>18004(a)(1)</u>	<u>18004(a)(2)</u>	<u>18004(a)(3)</u>	<u>Total</u>
*Chandler-Gilbert	4,350,989			4,350,989
Cochise	3,163,235	211,918		3,375,153
Coconino	1,104,730	137,894		1,242,624
Diné	1,346,931	4,844,910		6,191,841
East Valley Institute of Technology	236,123		263,877	500,000
Graham	2,222,272	111,481		2,333,753
*Estrella Mountain	4,856,585	307,658		5,164,243
*GateWay	2,707,626	156,881		2,864,507
*Glendale	8,301,836	533,479		8,835,315
*Mesa	7,352,103	478,185		7,830,288
Mohave	1,933,935	94,646		2,028,581
Navajo	643,137	83,277		726,414
*Paradise Valley	2,586,404			2,586,404
*Phoenix	4,772,192	304,728		5,076,920
Pima	9,989,049	640,229		10,629,278
Pinal	3,010,509	189,817		3,200,326
*Rio Salado	2,531,870			2,531,870
*Scottsdale	2,386,925			2,386,925
*South Mountain	2,098,614	132,246		2,230,860
Tohono O'odham	199,279	798,595		997,874
Yavapai	2,389,592			2,389,592
Yuma/La Paz	<u>4,528,738</u>	<u>284,360</u>		<u>4,813,098</u>
Total	72,712,674	9,310,304	263,877	82,286,855

* indicates institutions in the Maricopa County Community College District.

SUMMARY OF FUNDS	FY 2020 Actual	FY 2021 Estimate
Tribal Assistance Fund (No Fund Number/A.R.S. § 42-5029)		Non-Appropriated
Source of Revenue: A portion of the 0.6% education sales tax. The law directs each qualifying tribal community college to receive distributions in the same manner as the transfers to individual community college district workforce development accounts. A "qualifying Indian tribe" is an Indian tribe that owns, operates, and charters any community college located on its own reservation in this state.		
Purpose of Fund: To fund workforce development and job training activities at a community college owned, operated, or chartered by a qualifying Indian tribe.		
Funds Expended	1,049,800	1,097,100
Year-End Fund Balance	0	0
Workforce Development Accounts (varies by account/A.R.S. § 15-1472)		Non-Appropriated
Source of Revenue: Three percent of collections from the 0.6% education sales tax, after debt service on state school facilities revenue bonds has been paid. This funding was authorized by voter approval of Proposition 301 in the November 2000 General Election.		
Purpose of Fund: To fund workforce development and training activities at the community college districts.		
Funds Expended	22,169,200	22,776,100
Year-End Fund Balance	0	0

NPC State Appropriations



2021 LEVY LIMIT WORKSHEET

Date: 2/10/2021

NAVAJO COUNTY - NORTHLAND PIONEER COLLEGE
--

MAXIMUM LEVY	2020
A.1. Maximum Allowable Primary Tax Levy	\$16,445,192
A.2. A.1 multiplied by 1.02	\$16,774,096

CURRENT YEAR NET ASSESSED VALUE SUBJECT TO TAXATION IN PRIOR YEAR	2021
B.1. Centrally Assessed	\$198,022,926
B.2. Locally Assessed Real Property	\$684,743,460
B.3. Locally Assessed Personal Property	\$15,614,890
B.4. Total Assessed Value (B.1 through B.3)	\$898,381,276
B.5. B.4. divided by 100	\$8,983,813

CURRENT YEAR NET ASSESSED VALUES	2021
C.1. Centrally Assessed	\$200,661,019
C.2. Locally Assessed Real Property	\$695,202,180
C.3. Locally Assessed Personal Property	\$15,614,890
C.4. Total Assessed Value (C.1 through C.3)	\$911,478,089
C.5. C.4. divided by 100	\$9,114,781

LEVY LIMIT CALCULATION	2021
D.1. LINE A.2	\$16,774,096
D.2. LINE B.5	\$8,983,813
D.3. D.1/D.2 (MAXIMUM ALLOWABLE TAX RATE)	1.8671
D.4. LINE C.5	\$9,114,781
D.5. D.3 multiplied by D.4 = MAXIMUM ALLOWABLE LEVY LIMIT	\$17,018,207
D.6. Excess Collections/Excess Levy	
D.7. Amount in Excess of Expenditure Limit	
D.8. ALLOWABLE LEVY LIMIT (D.5 - D.6 - D.7)	\$17,018,207

<i>2021 New Construction</i>	\$13,096,813
------------------------------	--------------

Enter data in yellow-shaded cells only.

Calculated data in tan should be used in published notice.

Reference updated language for published notice per Chapter 198 (HB 2286, Laws 2017).

Truth in Taxation Analysis

Calculation for Truth in Taxation Hearing Notice pursuant to A.R.S. § 42-17107

	Option 1 Maximum	Option 2 TNT Rate
Actual current primary property tax levy: (line F.1. actual levy from prior year's final levy limit worksheet)	\$ 15,726,233	\$ 15,726,233
Net assessed valuation: (line C.4. from current year's worksheet)	\$ 911,478,089	\$ 911,478,089
Value of new construction:	\$ 13,096,813	\$ 13,096,813
Net assessed value minus new construction: (line B.4. from current year's levy limit worksheet)	\$ 898,381,276	\$ 898,381,276
MAXIMUM TAX RATE THAT CAN BE IMPOSED WITHOUT A TRUTH IN TAXATION HEARING:	\$ 1.7505	\$ 1.7505
Growth in property tax levy capacity associated with new construction:	\$ 229,260	\$ 229,260
MAXIMUM PRIMARY PROPERTY TAX LEVY WITHOUT A TRUTH IN TAXATION HEARING:	\$ 15,955,424	\$ 15,955,424
Proposed primary property tax levy:	\$ 16,445,192	\$ 15,955,424
Proposed increase in primary property tax levy, exclusive of new construction	\$ 482,731	\$ -
Proposed percentage increase in primary property tax levy:	3.07%	0.00%
Proposed primary property tax rate:	\$ 1.8042	\$ 1.7505
Proposed increase in primary property tax rate:	\$ 0.0537	\$ 0.0000
Proposed primary property tax levy on a home valued at \$100,000	\$ 180.42	\$ 175.05
Primary property tax levy on a home valued at \$100,000 if the tax rate was not raised:	\$ 175.05	\$ 175.05
Proposed primary property tax levy increase on a home valued at \$100,000:	\$ 5.37	\$ 0.00

Navajo County Community College District Governing Board Meeting Minutes

February 16, 2021 – 9:00 a.m.
ZOOM

Governing Board Member Present: Mr. Frank Lucero; Mr. Everett Robinson; Mr. Elias Jouen; Ms. Kristine Laughter.

Governing Board Member Present by Phone:

Governing Board Member Absent: Mr. Derrick Leslie.

Staff Present: Interim President Jeanne Swarhout; Vice President for Learning and Student Services (VPLSS) Jessica Clark; Vice President for Administrative Services (VPAS) Maderia Ellison; Chief Information Officer (CIO) Scott Estes; Chief Human Resources Officer (CHRO) Bob Ficken; Director of Institutional Effectiveness Judy Yip-Reyes; Recording Secretary to the Board Paul Hempsey.

Others Present: Veronique Diallo; Talaina Kor; Peggy Belknap; Tamara Osborne; Curtis Stevens; Betsy Wilson; Allison Landy; Pat Lopez; Sandy Manor; Michael Broyles; Amelinda Webb; David Borofsky; Terrie Shevat; Robert Johnson; Lia Keenan; Jeremy Raisor; Matt Weber; Josh Rogers; Elizabeth Oliphant; Rebecca Hunt; David Huish; Denise Rominger; Nathan Kosub; Cassie Dows; Ann Hess; Marletha Baloo.

Others Present by Phone:

Agenda Item 1: Call to Order and Pledge of Allegiance

Chair Lucero called the meeting to order at 9:01 a.m. and led the Pledge of Allegiance.

Agenda Item 2: Adoption of Agenda

Mr. Robinson moved to adopt the agenda as presented. Mr. Jouen seconded the motion. The motion carried upon a roll-call vote with Mr. Robinson, Mr. Jouen; Ms. Laughter, and Chair Lucero voting in favor. There were no votes against.

Agenda Item 3: Call for Public Comment

None.

Agenda Item 4: Reports

4.A. Financial Position

VPAS Ellison addressed the Board and reviewed the Financial Position Report noting the period covered was June 2020 through December 2020.

4.B. NPC Student Government Association (SGA)

Written Report.

4.C. Faculty Association

Northland Pioneer College (NPC) Faculty members Pat Lopez and Dr. Amelinda Webb presented on how the Science Department had moved their labs fully online during the pandemic.

4.D. Classified & Administrative Staff Organization (CASO)

No Report.

4.E. NPC Friends and Family

Director Wilson addressed the Board and provided an update on recent Friends and Family activities highlighting the \$33,000.00 in available student scholarships for the Spring Semester, with details found on the NPC website.

4.F. Human Resources

Written Report.

4.G. Institutional Effectiveness Quarterly Report

Dr. Yip-Reyes, Director of Institutional Effectiveness, provided a regular quarterly report of activities from the office of Institutional Effectiveness, reviewing results from the Course Improvement Survey from Fall 2020 with comparison to previous years.

4.H. President's Report

Interim President Swarthout addressed the Board and informed members that the welding lab in Holbrook was cleaned and swab tests showed it would be safe for students to return. It is hoped for similar results at the Show Low lab later in the day.

A Board Retreat will be scheduled for Friday, February 26, 2021 with the main topic being Strategic Goals.

Interim President Swarthout noted she continues to follow legislation that could affect the college and was watching for any strike all bills that may appear.

Agenda Item 5: Consent Agenda

- A. **January 19, 2021 Regular Meeting Minutes**
- B. **Policy 1102 - Equal Opportunity, Harassment, and Nondiscrimination**
- C. **Policy 1431 - Hazing Prevention**
- D. **Policies 1805 through 1810**
- E. **Election Services Intergovernmental Agreement between Navajo County Community College District and County of Navajo**
- F. **Dual Enrollment Intergovernmental Agreement between Navajo County Community College District and Winslow USD.**
- G. **Dual Enrollment Intergovernmental Agreement Amendment between Navajo County Community College District and Show Low USD; St. Johns USD; Winslow USD.**

*Mr. Robinson moved to remove items 5.E. and 5.F. from the agenda for discussion and adopt the other items as presented. Ms. Laughter seconded the motion. **The motion carried upon a roll-***

call vote with Ms. Laughter, Mr. Robinson, Mr. Jouen, and Chair Lucero voting in favor. There were no votes against.

E. Election Services Intergovernmental Agreement between Navajo County Community College District and County of Navajo

F. Dual Enrollment Intergovernmental Agreement between Navajo County Community College District and Winslow USD.

Board Member Robinson stated that both agreements had the college district named incorrectly in the title.

Mr. Robinson made a motion to return the documents to both parties for correction and have them resubmitted to the Board for approval. Ms. Laughter seconded.

Board Member Jouen asked if the motion could be amended to approve the IGAs on condition the name was corrected.

Recording Secretary to the Board Hempsey noted that the college attorney was aware of the mistake, did not believe there was any doubt who the agreement was between and was happy to sign off on both IGAs.

The motion carried upon a roll-call vote with Ms. Laughter, Mr. Robinson, Mr. Jouen, and Chair Lucero voting in favor. There were no votes against.

Agenda Item 6: Old Business

6A. Presidential Search

Interim President Swarhout reminded the Board that finalist interviews were on the timeline for March 22 through March 26 with the Board indicating that March 22 through March 24 would be preferred for their interviews. A special meeting will be needed to receive final feedback and make decisions in the late March, or early April timeframe.

Agenda Item 7: New Business

7.A. Summary of Coronavirus Aid, Relief, and Economic Security Act (CARES) Funding & Spending

VPAS Ellison provided an overview of the funds received under the CARES Act and how it had been, or would be utilized by the college.

7.B. Adoption of the Fiscal Year 2019-20 Expenditure Limitation Report

VPAS Ellison reviewed the request to adopt the Fiscal Year 2019-20 Expenditure Limitation Report noting this was the final fiscal year report audited by the Auditor General's office.

Mr. Jouen made a motion to adopt the Fiscal Year 2019-20 Expenditure Limitation Report as presented. Mr. Robinson seconded. The motion carried upon a roll-call vote with Ms. Laughter; Mr. Robinson, Mr. Jouen, and Chair Lucero voting in favor. There were no votes against.

7.C. Request to Approve Adjustment to Fiscal Year 2020 Adopted Budget

VPAS Ellison reviewed the request to approve the adjustment to the adopted amounts for the Fiscal Year 2020 budget, noting that this was also a yearly action item the college undertakes to show the actual expenditure amounts for each of the funds.

Mr. Robinson made a motion to adjust to the Fiscal Year 2020 Budget as presented. Mr. Jouen seconded. The motion carried upon a roll-call vote with Ms. Laughter, Mr. Robinson, Mr. Jouen, and Chair Lucero voting in favor.

7.D. First Read of 2021-2022 Tuition and Fees

VPAS Ellison reviewed the approved tuition rates and proposed fees for the 2021-2022 Academic year highlighting suggested changes to any fees for the Board.

Chair Lucero asked if any other colleges in the state were considering tuition increases. VPAS Ellison responded that other community colleges were still evaluating their tuition and had not made any announcements. Chair Lucero asked if the Board approved reduction in the tuition rate would continue. VPAS Ellison noted that the reduction expires at the end of the Spring Semester and the Board would be required to act to extend it. Chair Lucero asked when the Board would need to make a final determination by. VPAS Ellison suggested April would be the last opportunity to make changes.

Board Member Robinson noted that the Tuition Schedule had reductions in “In-District” tuition mentioned but no In-District rate listed. The college did have an In-District rate at one point and he would suggest the Board consider implementing one again. VPAS Ellison responded that the wording would be cleaned up on the schedule. Chair Lucero asked staff to explore the multiple opportunities for tuition and related enrollment and bring information back to the Board. Board Member Robinson suggested it could be added to the Board Retreat Agenda.

7.E. Request to Approve Contract with MetaPro, Inc. for Teletherapy

VPLSS Clark reviewed the recommendation for contracting with MetaPro, Inc. to provide mental health services for students. VPLSS Clark noted the contract could be renewed up to five times if the college required it.

Board Member Jouen commended staff for offering this as an option for our students given the current pandemic.

Board Member Laughter asked how the services would be advertised to students and how many appointments students be allowed to utilize. VPLSS Clark responded that the Marketing Department within the college would be assisting in promoting the services to students and they will also work with faculty and the CARE (Campus Assessment, Response, and Education) Team to make sure students are aware. Director Rogers noted that students would receive up to eight visits with the service paid for by the college but continual assessment on the need will take place throughout the year. Students would be able to utilize their insurance, if the service was covered, to continue with additional visits.

Chair Lucero asked if the eight visits were included in the contract amount. Director Rogers responded that they were. Chair Lucero also confirmed with Director Rogers that the college could withdraw after the first year.

Chair Lucero then asked if the college had considered the mental health facilities within the college service area. Director Rogers and Coordinator Manor noted that they had in fact reached out to these providers and found they were unable to meet the demands and access needs for students in the area, and had worked with these providers before making the recommendation. As local resources had the opportunity to expand their services the college would continue to evaluate the need for the contract.

Board Member Jouen noted this was an opportunity to provide targeted services towards our students which were not currently available. Board Member Laughter thanked VPLSS Clark and the college for making this service available to students.

Mr. Robinson asked if the first year of service could be covered using CARES Act funds. VPLSS Clark responded that it was the current plan.

Mr. Robinson made a motion to award the contract to MetaPro for a cost of \$18,500.00 to provide mental health counseling. Mr. Jouen seconded. The motion carried upon a roll-call vote with Ms. Laughter, Mr. Robinson, Mr. Jouen, and Chair Lucero voting in favor. There were no votes against.

Agenda Item 8: Board Self-Assessment

Chair Lucero reported that he had still only received one assessment and would suggest the item be delayed for a year.

Agenda Item 9: DGB Agenda Items and Informational Needs for Future Meetings

Board Member Robinson asked for an update from the Science Department on the use of the Anatomage tables purchased under a grant.

Recording Secretary to the Board noted that he would be bringing back all the Intergovernmental Agreements already approved by the Board where the name was not correctly noted in the title.

Agenda Item 10: Board Report/Summary of Current Event

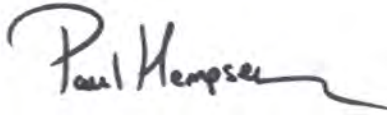
Board Member Jouen reported that he had received a call from the new Director of AACCT (Arizona Association of Community College Trustees) who was reaching out to board members throughout the state to gather feedback on how best to serve them.

Agenda Item 11: Announcement of Next Regular Meeting: Regular District Governing Board meeting on Tuesday, March 16, 2021 at 9 a.m.

Agenda Item 12: Adjournment

The meeting was adjourned at 10:28 a.m. upon a motion by Mr. Jouen and a second by Mr. Robinson. The motion carried upon a roll-call vote with Ms. Laughter; Mr. Jouen, Mr. Robinson, and Chair Lucero, voting in favor. There were no votes against.

Respectfully submitted,

A handwritten signature in black ink that reads "Paul Hempsey". The signature is written in a cursive style with a long horizontal flourish extending to the right.

Paul Hempsey
Recording Secretary to the Board

Draft

POLICY 1102: Equal Opportunity, Harassment, and Nondiscrimination¹

1. Glossary

- *Advisor* means a person chosen by a party or appointed by the institution to accompany the party to meetings related to the resolution process, to advise the party on that process, and to conduct questioning for the party at the hearing, if any.
- *Complainant* means an individual who is alleged to be the victim of conduct that could constitute harassment or discrimination based on a protected class; or retaliation for engaging in a protected activity.
- *Complaint (formal)* means a document submitted or signed by a Complainant or signed by the Title IX Coordinator alleging harassment or discrimination based on a protected class or retaliation for engaging in a protected activity against a Respondent and requesting that Northland Pioneer College investigate the allegation.
- *Confidential Resource* means an employee who is not a Mandated Reporter of notice of harassment, discrimination, and/or retaliation (irrespective of Clery Act Campus Security Authority status).
- *Day* means a business day when Northland Pioneer College is in normal operation.
- *Decision-maker* is the person, panel, and/or Chair who hears evidence, determines relevance, and makes the Final Determination of whether this Policy has been violated and/or assigns sanctions.
- *Directly Related Evidence* is evidence connected to the complaint but which is neither inculpatory (tending to prove a violation) nor exculpatory (tending to disprove a violation) and cannot be relied upon by the investigation report or Decision-maker. Compare to Relevant Evidence, below.
- *Education program or activity* means locations, events, or circumstances where Northland Pioneer College exercises substantial control over both the Respondent and the context in which the sexual harassment, discrimination, and/or retaliation occurs and also includes any building owned or controlled by a student organization that is officially recognized by Northland Pioneer College.
- *Final Determination*: A conclusion by the standard of proof that the alleged conduct did or did not violate Policy.
- *Finding*: A conclusion by the standard of proof that the conduct did or did not occur as alleged (as in a “finding of fact”).

¹ ATIXA 2020 ONE POLICY, TWO PROCEDURES MODEL. USE AND ADAPTATION OF THIS MODEL WITH CITATION TO ATIXA IS PERMITTED THROUGH A LIMITED LICENSE TO NORTHLAND PIONEER COLLEGE. ALL OTHER RIGHTS RESERVED. ©2020. ATIXA.

- *Formal Grievance Process* means “Process A,” a method of formal resolution designated by Northland Pioneer College to address conduct that falls within the policies included below, and which complies with the requirements of the Title IX regulations 34 CFR § 106.45.

Grievance Process Pool includes any investigators, hearing Decision-makers, appeal officers, and Advisors who may perform any or all of these roles (though not at the same time or with respect to the same case).

- *Investigator* means the person or persons charged by Northland Pioneer College with gathering facts about an alleged violation of this Policy, assessing relevance and credibility, synthesizing the evidence, and compiling this information into an investigation report of Relevant Evidence and a file of Directly Related evidence.
- *Mandated Reporter* means an employee of Northland Pioneer College who is obligated by Policy to share knowledge, notice, and/or reports of harassment, discrimination, and/or retaliation with the Title IX Coordinator and/or their supervisor.
- *Notice* means that an employee, student, or third-party informs the Title IX Coordinator or other Official with Authority of the alleged occurrence of harassing, discriminatory, and/or retaliatory conduct.
- *Official with Authority (OWA)* means an employee of Northland Pioneer College explicitly vested with the responsibility to implement corrective measures for harassment, discrimination, and/or retaliation on behalf of Northland Pioneer College.
- *Parties* include the Complainant(s) and Respondent(s), collectively.
- *Process A* means the Formal Grievance Process detailed below and defined above.
- *Process B* means the administrative resolution procedures that apply only when Process A does not, as determined by the Title IX Coordinator.
- *Recipient* means a postsecondary education program that is a recipient of federal funding.
- *Relevant Evidence* is evidence that tends to prove (inculpatory) or disprove (exculpatory) an issue in the complaint.
- *Remedies* are post-Finding actions directed to the Complainant and/or the community as mechanisms to address safety, prevent recurrence, and restore access to Northland Pioneer College’s educational program.

- *Respondent* means an individual who has been reported to be the perpetrator of conduct that could constitute harassment or discrimination based on a protected class, or retaliation for engaging in a protected activity.
- *Resolution* means the result of an informal or Formal Grievance Process.
- *Sanction* means a consequence imposed by Northland Pioneer College on a Respondent who is found to have violated this Policy.
- *Sexual Harassment* is the umbrella category including the offenses of sexual harassment, sexual assault, stalking, dating violence, and domestic violence. [See Section 17.b.](#) for greater detail.
- *Title IX Coordinator* is at least one official designated by Northland Pioneer College to ensure compliance with Title IX and Northland Pioneer College's Title IX program. References to the Coordinator throughout this Policy may also encompass a designee of the Coordinator for specific tasks.
- *Title IX Team* refers to the Title IX Coordinator, any deputy coordinators, and any member of the Grievance Process Pool.

2. Rationale for Policy

Northland Pioneer College is committed to providing a workplace and educational environment, as well as other benefits, programs, and activities, that are free from discrimination and harassment based on a protected category, and retaliation for engaging in a protected activity.

To ensure compliance with federal, state, and local state civil rights laws and regulations, and to affirm its commitment to promoting the goals of fairness and equity in all aspects of the educational program or activity, Northland Pioneer College has developed internal policies and procedures that provide a prompt, fair, and impartial process for those involved in an allegation of discrimination or harassment on the basis of protected class status, and for allegations of retaliation. Northland Pioneer College values and upholds the equal dignity of all members of its community and strives to balance the rights of the parties in the grievance process during what is often a difficult time for all those involved.

3. Applicable Scope

The core purpose of this Policy is the prohibition of all forms of discrimination. Sometimes, discrimination involves exclusion from or different treatment in activities, such as admission, athletics, or employment. At other times, discrimination takes the form of harassment or, in the case of sex-based discrimination, it can encompass sexual harassment, sexual assault, stalking, sexual exploitation, dating violence or domestic violence. When an alleged violation of this Nondiscrimination Policy is reported, the allegations are subject to resolution using Northland Pioneer College's "Process A" or "Process B," as determined by the Title IX Coordinator, and as in Procedure 2110.

When the Respondent is a member of Northland Pioneer College community, a formal complaint may be filed and a grievance process may be available regardless of the status of the Complainant, who may or may not be a member of the Northland Pioneer College community. This community includes, but is not limited to, students, student organizations, faculty, administrators, staff, and third parties [such as guests, visitors, volunteers, vendors, contractors, invitees, and campers]. The procedures below may be applied to incidents, to patterns, and/or to the campus climate, all of which may be addressed and investigated in accordance with this Policy.

4. Title IX Coordinator

The Vice President for Learning and Student Services serves as the Title IX Coordinator and oversees implementation of Northland Pioneer College's Policy on equal opportunity, harassment, and nondiscrimination. The Title IX Coordinator has the primary responsibility for coordinating Northland Pioneer College's efforts related to the intake, investigation, resolution, and implementation of supportive measures to stop, remedy, and prevent discrimination, harassment, and retaliation prohibited under this Policy.² All parties will be provided with a comprehensive electronic brochure detailing options and resources, which the Title IX Coordinator may also go over in person with the parties, as appropriate.

5. Independence and Conflict-of-Interest

The Title IX Coordinator [manages the Title IX Team and] acts with independence and authority free from bias and conflicts of interest. The Title IX Coordinator oversees all resolutions under this Policy and these procedures. The members of the Title IX Team are vetted and trained to ensure they are not biased for or against any party in a specific case, or for or against Complainants and/or Respondents, generally.

² The Chief Human Resources Officer serves as the EEO and ADA/504 Coordinator, and oversees the Affirmative Action and Equal Opportunity plan as well as disability compliance.

To raise any concern involving bias or conflict of interest by the Title IX Coordinator, contact Northland Pioneer College Interim President or other appropriate official at jeanne.swarhout@npc.edu or (928) 524-7420. Concerns of bias or a potential conflict of interest by any other Title IX Team member should be raised with the Title IX Coordinator.

Reports of misconduct or discrimination committed by the Title IX Coordinator should be reported to Northland Pioneer College Interim President or other appropriate official at jeanne.swarhout@npc.edu or (928) 524-7420 or designee. Reports of misconduct or discrimination committed by any other Title IX Team member should be reported to the Title IX Coordinator.

6. Administrative Contact Information

Complaints or notice of alleged Policy violations, or inquiries about or concerns regarding this Policy and procedures and about the application of Title IX, may be made internally to:

~~Dr. Jessica Clark~~[Dr. Michael Solomonson](mailto:michael.solomonson@npc.edu)
~~Interim~~ Vice President for Learning and Student Services
Title IX Coordinator
Office of Vice President for Learning and Student Services
Goldwater Building, Room 117, White Mountain Campus, Show Low
(928) 532-6141
~~jessica.clark@npc.edu~~michael.solomonson@npc.edu
<https://www.npc.edu/title-ix/title-ix-team>

Bob Ficken
Chief Human Resources Officer
Title IX Deputy Coordinator – Employees
EEO and ADA/504 Coordinator
Office of Human Resources
Tiponi Community Center, Human Resources Room 302, Painted Desert Campus, Holbrook
(928) 524-7871
bob.ficken@npc.edu

Josh Rogers
Director of Student Services
Title IX Deputy Coordinator – Students
Office of Student Services
Student Center, Room 109, Sliver Creek Campus, Snowflake

(928) 536-6227

joshua.rogers@npc.edu

For information on the Title IX Team members, visit: <https://www.npc.edu/title-ix/title-ix-team>.

Northland Pioneer College has also classified all employees as Mandated Reporters of any knowledge they have that a member of the community is experiencing harassment, discrimination, and/or retaliation. The section below on Mandated Reporting details which employees have this responsibility and their duties, accordingly.

Inquiries may be made externally to:

Office for Civil Rights (OCR)
U.S. Department of Education
400 Maryland Avenue, SW
Washington, D.C. 20202-1100
Customer Service Hotline #: (800) 421-3481
Facsimile: (202) 453-6012
TDD#: (877) 521-2172
Email: OCR@ed.gov
Web: <http://www.ed.gov/ocr>

Arizona, Colorado, New Mexico, Utah, Wyoming
Office for Civil Rights,
Denver Office
U.S. Department of Education
Cesar E. Chavez Memorial Building
1244 Speer Boulevard, Suite 310
Denver, CO 80204-3582
Telephone: (303) 844-5695
Facsimile: (303) 844-4303
[Email: OCR.Denver@ed.gov](mailto:OCR.Denver@ed.gov)

For complaints involving employees: [Equal Employment Opportunity Commission](#) (EEOC)

Phoenix District Office
3300 North Central Avenue
Suite 690
Phoenix, AZ 85012-2504
1-800-669-4000
<https://www.eeoc.gov/field-office/phoenix/location>

7. Notice/Complaints of Discrimination, Harassment, and/or Retaliation

Notice or complaints of discrimination, harassment, and/or retaliation may be made by any person using any of the following options:

- 1) File a complaint with, or give verbal notice to, the Title IX Coordinator or deputies:

Dr. ~~Jessica Clark~~Michael Solomonson
Interim Vice President for Learning and Student Services
Title IX Coordinator
Office of Vice President for Learning and Student Services
Goldwater Building, Room 117, White Mountain Campus, Show Low
(928) 532-6141
~~jessica.clark@npc.edu~~michael.solomonson@npc.edu
<https://www.npc.edu/title-ix/title-ix-team>

Bob Ficken
Chief Human Resources Officer
Title IX Deputy Coordinator – Employees
EEO and ADA/504 Coordinator
Office of Human Resources
Tiponi Community Center, Human Resources Room 302, Painted Desert
Campus, Holbrook
(928) 524-7871
bob.ficken@npc.edu

Josh Rogers
Director of Student Services
Title IX Deputy Coordinator – Students
Office of Student Services
Student Center, Room 109, Sliver Creek Campus, Snowflake
(928) 536-6227
joshua.rogers@npc.edu

Such a report may be made at any time (including during non-business hours) by using the telephone number or email address, or by mail to the office address, listed for the Title IX Coordinator or any other official listed.

2) Report online, using the reporting form posted at <https://www.npc.edu/report-it>. Anonymous reports are accepted and can give rise to a need to investigate to determine if the parties can be identified. If not, no further formal action is taken, though measures intended to protect the community may be enacted. Northland Pioneer College tries to provide supportive measures to all Complainants, which may be impossible with an anonymous report that does not identify the Complainant. Because reporting carries no obligation to initiate a formal response, and because Northland Pioneer College respects Complainant requests to dismiss complaints unless there is a compelling threat to health and/or safety, the Complainant is largely in control and should not fear a loss of confidentiality by making a report that allows Northland Pioneer College to discuss and/or provide supportive measures.

3) Report to any supervisor or instructor.

A Formal Complaint means a document filed/signed by the Complainant or signed by the Title IX Coordinator alleging a Policy violation by a Respondent and requesting that Northland Pioneer College investigate the allegation(s). A complaint may be filed with the Title IX Coordinator in person, by mail, or by electronic mail, by using the contact information in the section immediately above, or as described in this section. As used in this paragraph, the phrase “document filed by a Complainant” means a document or electronic submission (such as by electronic mail or through an online portal provided for this purpose by Northland Pioneer College) that contains the Complainant’s physical or digital signature, or otherwise indicates that the Complainant is the person filing the complaint, and requests that Northland Pioneer College investigate the allegations.

If notice is submitted in a form that does not meet this standard, the Title IX Coordinator will contact the Complainant to ensure that it is filed correctly.

8. Supportive Measures

Northland Pioneer College will offer and implement appropriate and reasonable supportive measures to the parties upon notice of alleged harassment, discrimination, and/or retaliation.

Supportive measures are non-disciplinary, non-punitive individualized services offered as appropriate, and as reasonably available. They are offered without fee or charge to the parties to restore or preserve access to Northland Pioneer College’s education program or activity, including measures designed to protect the safety of all parties and/or Northland Pioneer College’s educational environment, and/or to deter harassment, discrimination, and/or retaliation.

The Title IX Coordinator promptly makes supportive measures available to the parties upon receiving notice or a complaint. At the time that supportive measures are offered, Northland Pioneer College will inform the Complainant, in writing, that they may file a formal complaint with

Northland Pioneer College either at that time or in the future, if they have not done so already. The Title IX Coordinator works with the Complainant to ensure that their wishes are taken into account with respect to the supportive measures that are planned and implemented.

Northland Pioneer College will maintain the confidentiality of the supportive measures, provided that confidentiality does not impair Northland Pioneer College's ability to provide those supportive measures. Northland Pioneer College will act to ensure as minimal an academic/occupational impact on the parties as possible. Northland Pioneer College will implement measures in a way that does not unreasonably burden the other party.

These actions may include, but are not limited to:

- Referral to counseling, medical, and/or other healthcare services
- Referral to the Employee Assistance Program
- Referral to community-based service providers
- Visa and immigration assistance
- Student financial aid counseling
- Education to the institutional community or community subgroup(s)
- Altering campus housing assignment(s)
- Altering work arrangements for employees or student-employees
- Safety planning
- Providing campus safety escorts
- Providing transportation accommodations
- Implementing contact limitations (no contact orders) between the parties
- Academic support, extensions of deadlines, or other course/program-related adjustments
- Trespass, Persona Non Grata (PNG), or Be-On-the-Lookout (BOLO) orders
- [Timely warnings](#)
- Class schedule modifications, withdrawals, or leaves of absence
- Increased security and monitoring of certain areas of the campus
- Any other actions deemed appropriate by the Title IX Coordinator

Violations of no contact orders or other restrictions will be referred to appropriate student or employee conduct processes for enforcement.

9. Emergency Removal

Northland Pioneer College can act to remove a student Respondent entirely or partially from its education program or activities on an emergency basis when an individualized safety and risk

analysis has determined that an immediate threat to the physical health or safety of any student or other individual justifies removal. This risk analysis is performed by the Title IX Coordinator in conjunction with the CARE Team using its standard objective violence risk assessment procedures.

In all cases in which an emergency removal is imposed, the student will be given notice of the action and the option to request to meet with the Title IX Coordinator prior to such action/removal being imposed, or as soon thereafter as reasonably possible, to show cause why the action/removal should not be implemented or should be modified.

This meeting is not a hearing on the merits of the allegation(s), but rather is an administrative process intended to determine solely whether the emergency removal is appropriate. When this meeting is not requested in a timely manner, objections to the emergency removal will be deemed waived. A Complainant and their Advisor may be permitted to participate in this meeting if the Title IX Coordinator determines it is equitable to do so. This section also applies to any restrictions that a coach or athletic administrator may place on a student-athlete arising from allegations related to Title IX. There is no appeal process for emergency removal decisions.

A Respondent may be accompanied by an Advisor of their choice when meeting with the Title IX Coordinator for the show cause meeting. The Respondent will be given access to a written summary of the basis for the emergency removal prior to the meeting to allow for adequate preparation.

The Title IX Coordinator has sole discretion under this Policy to implement or stay an emergency removal and to determine the conditions and duration. Violation of an emergency removal under this Policy will be grounds for discipline within the student or employee conduct processes, which may include expulsion or termination.

Northland Pioneer College will implement the least restrictive emergency actions possible in light of the circumstances and safety concerns. As determined by the Title IX Coordinator, these actions could include, but are not limited to: removing a student from a residence hall, temporarily re-assigning an employee, restricting a student's or employee's access to or use of facilities or equipment, allowing a student to withdraw or take grades of incomplete without financial penalty, authorizing an administrative leave, and suspending a student's participation in extracurricular activities, student employment, student organizational leadership, or intercollegiate/intramural athletics.

At the discretion of the Title IX Coordinator, alternative coursework options may be pursued to ensure as minimal an academic impact as possible on the parties.

When the Respondent is an employee, existing provisions for interim action are applicable instead of the above emergency removal process.

10. Promptness

All allegations are acted upon promptly by Northland Pioneer College once it has received notice or a formal complaint. Complaints can take 60-90 business days to resolve, typically. There are always exceptions and extenuating circumstances that can cause a resolution to take longer, but Northland Pioneer College will avoid all undue delays within its control.

Any time the general timeframes for resolution outlined in Northland Pioneer College procedures will be delayed, Northland Pioneer College will provide written notice to the parties of the delay, the cause of the delay, and an estimate of the anticipated additional time that will be needed as a result of the delay.

11. Confidentiality/Privacy

Every effort is made by Northland Pioneer College to preserve the confidentiality of reports. Northland Pioneer College will not share the identity of any individual who has made a report or complaint of harassment, discrimination, or retaliation; any Complainant; any individual who has been reported to be the perpetrator of sex discrimination; any Respondent, or any witness, except as permitted by the Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. 1232g; FERPA regulations, 34 CFR part 99; or as required by law; or to carry out the purposes of 34 CFR Part 106, including the conducting of any investigation, hearing, or grievance proceeding arising under these policies and procedures.

Northland Pioneer College reserves the right to determine which College officials have a legitimate educational interest in being informed about incidents that fall within this Policy, pursuant to the Family Educational Rights and Privacy Act (FERPA).

Only a small group of officials who need to know will typically be told about the complaint, including but not limited to: CARE Team and Human Resources. Information will be shared as necessary with Investigators, Decision-makers, witnesses, and the parties. The circle of people with this knowledge will be kept as tight as possible to preserve the parties' rights and privacy.

Northland Pioneer College may contact parents/guardians of students to inform them of situations in which there is a significant and articulable health and/or safety risk, but will usually consult with the student first before doing so.

Confidentiality and mandated reporting are addressed more specifically [below](#).

12. Jurisdiction of Northland Pioneer College

This Policy applies to the education program and activities of Northland Pioneer College, to conduct that takes place on the campus or on property owned or controlled by Northland Pioneer College, at Northland Pioneer College-sponsored events, and in buildings owned or controlled by Northland Pioneer College's recognized student organizations. The Respondent must be a member of Northland Pioneer College's community in order for this Policy to apply.

This Policy can also be applicable to the effects of off-campus misconduct that effectively deprive a person of access to Northland Pioneer College's educational program. Northland Pioneer College may also extend jurisdiction to off-campus and/or to online conduct when the Title IX Coordinator determines that the conduct affects a substantial Northland Pioneer College interest.

Regardless of where the conduct occurred, Northland Pioneer College will address notice/complaints to determine whether the conduct occurred in the context of its employment or educational program or activity and/or has continuing effects on campus or in an off-campus sponsored program or activity. A substantial Northland Pioneer College interest includes:

- a. Any action that constitutes a criminal offense as defined by law. This includes, but is not limited to, single or repeat violations of any local, state, or federal law;
- b. Any situation in which it is determined that the Respondent poses an immediate threat to the physical health or safety of any student, employee or other individual;
- c. Any situation that significantly impinges upon the rights, property, or achievements of oneself or others or significantly breaches the peace and/or causes social disorder; and/or
- d. Any situation that substantially interferes with the educational interests or mission of Northland Pioneer College.

If the Respondent is unknown or is not a member of the Northland Pioneer College community, the Title IX Coordinator will assist the Complainant in identifying appropriate campus and local resources and support options. If criminal conduct is alleged, Northland Pioneer College can assist in contacting local law enforcement if the individual would like to file a police report.

Further, even when the Respondent is not a member of the Northland Pioneer College's community, supportive measures, remedies, and resources may be provided to the Complainant by contacting the Title IX Coordinator.

In addition, Northland Pioneer College may take other actions as appropriate to protect the Complainant against third parties, such as barring individuals from Northland Pioneer College property and/or events.

All vendors serving Northland Pioneer College through third-party contracts are subject to the policies and procedures of their employers and/or to these policies and procedures to which their employer has agreed to be bound by their contracts.

When the Respondent is enrolled in or employed by another institution, the Title IX Coordinator can assist the Complainant in liaising with the appropriate individual at that institution, as it may be possible to allege violations through that institution's policies.

Similarly, the Title IX Coordinator may be able to assist and support a student or employee Complainant who experiences discrimination in an externship, study abroad program, or other environment external to Northland Pioneer College where sexual harassment or nondiscrimination policies and procedures of the facilitating or host organization may give recourse to the Complainant.

13. Time Limits on Reporting

There is no time limitation on providing notice/complaints to the Title IX Coordinator. However, if the Respondent is no longer subject to Northland Pioneer College's jurisdiction and/or significant time has passed, the ability to investigate, respond, and/or provide remedies may be more limited or impossible.

Acting on notice/complaints significantly impacted by the passage of time (including, but not limited to, the rescission or revision of Policy) is at the discretion of the Title IX Coordinator, who may document allegations for future reference, offer supportive measures and/or remedies, and/or engage in informal or formal action, as appropriate.

When notice/complaint is affected by significant time delay, Northland Pioneer College will typically apply the Policy in place at the time of the alleged misconduct and the procedures in place at the time of notice/complaint. Typically, this Policy is only applied to incidents that occurred after August 14, 2020. For incidents that occurred prior to August 14, 2020, previous versions of this Policy will apply. Those versions are available from the Title IX Coordinator.

14. Online Harassment and Misconduct

The policies of Northland Pioneer College are written and interpreted broadly to include online manifestations of any of the behaviors prohibited below, when those behaviors occur in or have an effect on Northland Pioneer College's education program and activities or when they involve the use of Northland Pioneer College networks, technology, or equipment.

Although Northland Pioneer College may not control websites, social media, and other venues through which harassing communications are made, when such communications are reported to Northland Pioneer College, it will engage in a variety of means to address and mitigate the effects.

Members of the community are encouraged to be good digital citizens and to refrain from online misconduct, such as feeding anonymous gossip sites, sharing inappropriate content via Snaps or other social media, unwelcome sexual or sex-based messaging, distributing or threatening to distribute revenge pornography, breaches of privacy, or otherwise using the ease of transmission and/or anonymity of the Internet or other technology to harm another member of Northland Pioneer College community.

Any online posting or other electronic communication by students, including cyber-bullying, cyber-stalking, cyber-harassment, etc., occurring completely outside of Northland Pioneer College's control (e.g., not on Northland Pioneer College networks, websites, or between Northland Pioneer College email accounts) will only be subject to this Policy when such online conduct can be shown to cause a substantial in-program disruption or infringement on the rights of others.

Otherwise, such communications are considered speech protected by the First Amendment. Supportive measures for Complainants will be provided, but protected speech cannot legally be subjected to discipline. Off-campus harassing speech by employees, whether online or in person, may be regulated by Northland Pioneer College only when such speech is made in an employee's official or work-related capacity.

15. Policy on Nondiscrimination

Northland Pioneer College adheres to all federal, state, and local civil rights laws and regulations prohibiting discrimination in public institutions of higher education.

Northland Pioneer College does not discriminate against any employee, applicant for employment, student, or applicant for admission on the basis of:

- Race,
- Religion,
- Hearing status,
- Personal appearance,
- Color,
- Sex,
- Pregnancy,
- Political affiliation,
- Source of income,

- Place of business,
- Residence,
- Religion,
- Creed,
- Ethnicity,
- National origin (including ancestry),
- Citizenship status,
- Physical or mental disability (including perceived disability),
- Age,
- Marital status,
- Family responsibilities,
- Sexual orientation,
- Gender identity,
- Gender expression,
- Veteran or military status (including disabled veteran, recently separated veteran, active duty wartime or campaign badge veteran, and Armed Forces Service Medal veteran),
- Predisposing genetic characteristics,
- Domestic violence victim status,
- Height,
- Weight
- or any other protected category under applicable local, state, or federal law, including protections for those opposing discrimination or participating in any grievance process on campus, with the Equal Employment Opportunity Commission, and/or other human/civil rights agencies.

This Policy covers nondiscrimination in both employment and access to educational opportunities. Therefore, any member of the Northland Pioneer College community whose acts deny, deprive, or limit the educational or employment or residential and/or social access, benefits, and/or opportunities of any member of the Northland Pioneer College community, guest, or visitor on the basis of that person's actual or perceived membership in the protected classes listed above is in violation of Northland Pioneer College Policy on Nondiscrimination.

When brought to the attention of Northland Pioneer College, any such discrimination will be promptly and fairly addressed and remedied by Northland Pioneer College according to the appropriate grievance process described below.

16. Policy on Disability Discrimination and Accommodation

Northland Pioneer College is committed to full compliance with the Americans With Disabilities Act of 1990 (ADA), as amended, and Section 504 of the Rehabilitation Act of 1973,

which prohibit discrimination against qualified persons with disabilities, as well as other federal, state, and local laws and regulations pertaining to individuals with disabilities.

Under the ADA and its amendments, a person has a disability if they have a physical or mental impairment that substantially limits a major life activity.

The ADA also protects individuals who have a record of a substantially limiting impairment or who are regarded as disabled by Northland Pioneer College, regardless of whether they currently have a disability. A substantial impairment is one that significantly limits or restricts a major life activity such as hearing, seeing, speaking, breathing, performing manual tasks, walking, or caring for oneself.

The Chief Human Resources Officer has been designated as Northland Pioneer College's ADA/504 Coordinator responsible for overseeing efforts to comply with these disability laws, including responding to grievances and conducting investigations of any allegation of noncompliance or discrimination based on disability.

Grievances related to disability status and/or accommodations will be addressed using the procedures below. For details relating to disability accommodations in Northland Pioneer College's resolution process, see Procedure 2110.

a. Students with Disabilities

Northland Pioneer College is committed to providing qualified students with disabilities with reasonable accommodations and support needed to ensure equal access to the academic programs, facilities, and activities of Northland Pioneer College.

All accommodations are made on an individualized basis. A student requesting any accommodation should first contact the Accessibility and Inclusion Coordinator, who coordinates services for students with disabilities.

The Accessibility and Inclusion Coordinator reviews documentation provided by the student and, in consultation with the student, determines which accommodations are appropriate for the student's particular needs and academic program(s) in accordance with Northland Pioneer College's applicable policies

b. Employees with Disabilities

Pursuant to the ADA, Northland Pioneer College will provide reasonable accommodation(s) to all qualified employees when they are unable to perform their essential job functions, except when

doing so would be unduly disruptive or would result in undue hardship to Northland Pioneer College.

An employee with a disability is responsible for submitting a request for an accommodation to the ADA/504 Coordinator and providing necessary documentation. The ADA/504 Coordinator will work with the employee's supervisor to identify which essential functions of the position are affected by the employee's disability and what reasonable accommodations could enable the employee to perform those duties in accordance with Northland Pioneer College's applicable policies.

17. Policy on Discriminatory Harassment

Students, staff, administrators, and faculty are entitled to an employment and educational environment that is free of discriminatory harassment. This Policy is not meant to inhibit or prohibit educational content or discussions inside or outside of the classroom that include germane but controversial or sensitive subject matters protected by academic freedom.

The sections below describe the specific forms of legally prohibited harassment that are also prohibited under Northland Pioneer College Policy. When speech or conduct is protected by academic freedom and/or the First Amendment, it will not be considered a violation of Northland Pioneer College Policy, though supportive measures will be offered to those impacted. All offense definitions encompass actual and/or attempted offenses.

a. Discriminatory Harassment

Discriminatory harassment constitutes a form of discrimination that is prohibited by Northland Pioneer College Policy. Discriminatory harassment is defined as unwelcome conduct by any member or group of the community on the basis of actual or perceived membership in a class protected by Policy or law.

Northland Pioneer College does not tolerate discriminatory harassment of any employee, student, visitor, or third-party. Northland Pioneer College will act to remedy all forms of harassment when reported, whether or not the harassment rises to the level of creating a "hostile environment."

A hostile environment is one that unreasonably interferes with, limits, or effectively denies an individual's educational or employment access, benefits, or opportunities.³ This discriminatory effect results from harassing verbal, written, graphic, and/or physical conduct that is severe or pervasive **and** objectively offensive.

³ This definition of hostile environment is based on Federal Register / Vol. 59, No. 47 / Thursday, March 10, 1994: [Department of Education Office for Civil Rights, Racial Incidents and Harassment Against Students At Educational Northland Pioneer Colleges Investigative Guidance.](#)

When discriminatory harassment rises to the level of creating a hostile environment, Northland Pioneer College may also impose sanctions on the Respondent through application of the appropriate grievance process below.

Northland Pioneer College reserves the right to address offensive conduct and/or harassment that 1) does not rise to the level of creating a hostile environment, or 2) that is of a generic nature and not based on a protected status. Addressing such conduct will not result in the imposition of discipline under Northland Pioneer College Policy, but may be addressed through respectful conversation, remedial actions, education, effective Alternative Resolution, and/or other informal resolution mechanisms.

For assistance with Alternative Resolution and other informal resolution techniques and approaches, employees should contact the Chief Human Resources Officer, and students should contact the Director of Student Services.

b. Sexual Harassment

The Department of Education's Office for Civil Rights (OCR), the Equal Employment Opportunity Commission (EEOC), and the State of Arizona regard sexual harassment, a specific form of discriminatory harassment, as an unlawful discriminatory practice.

Northland Pioneer College has adopted the following definition of sexual harassment in order to address the unique environment of an academic community.

Acts of sexual harassment may be committed by any person upon any other person, regardless of the sex, sexual orientation, and/or gender identity of those involved.

Sexual harassment, as an umbrella category, includes the offenses of sexual harassment, sexual assault, domestic violence, dating violence, and stalking, and is defined as:

Conduct on the basis of sex or that is sexual in nature that satisfies one or more of the following:

- 1) Quid Pro Quo:
 - a. an employee of Northland Pioneer College,
 - b. conditions the provision of an aid, benefit, or service of Northland Pioneer College,
 - c. on an individual's participation in unwelcome sexual conduct; and/or

- 2) Sexual Harassment:
 - a. unwelcome conduct,
 - b. determined by a reasonable person,

- c. to be so severe, and
- d. pervasive, and,
- e. objectively offensive,
- f. that it effectively denies a person equal access to Northland Pioneer College's education program or activity.⁴

3) Sexual assault, defined as:

- Any sexual act directed against another person,
- without the consent of the Complainant,
- including instances in which the Complainant is incapable of giving consent.
- Incest:
 - 1. Non-forcible sexual intercourse,
 - 2. between persons who are related to each other,
 - 3. within the degrees wherein marriage is prohibited by Arizona law.
- Statutory Rape:
 - 1. Non-forcible sexual intercourse,
 - 2. with a person who is under the statutory age of consent of eighteen (18).

4) Dating Violence, defined as:

- a. violence,
- b. on the basis of sex,
- c. committed by a person,
- d. who is in or has been in a social relationship of a romantic or intimate nature with the Complainant.
 - i. The existence of such a relationship shall be determined based on the Complainant's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. For the purposes of this definition—
 - ii. Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
 - iii. Dating violence does not include acts covered under the definition of domestic violence.

⁴ Unwelcomeness is subjective and determined by the Complainant (except when the Complainant is below the age of consent). Severity, pervasiveness, and objective offensiveness are evaluated based on the totality of the circumstances from the perspective of a reasonable person in the same or similar circumstances ("in the shoes of the Complainant"), including the context in which the alleged incident occurred and any similar, previous patterns that may be evidenced.

- 5) Domestic Violence*, defined as:
- a. violence,
 - b. on the basis of sex,
 - c. committed by a current or former spouse or intimate partner of the Complainant,
 - d. by a person with whom the Complainant shares a child in common, or
 - e. by a person who is cohabitating with, or has cohabitated with, the Complainant as a spouse or intimate partner, or
 - f. by a person similarly situated to a spouse of the Complainant under the domestic or family violence laws of Arizona, or
 - g. by any other person against an adult or youth Complainant who is protected from that person's acts under the domestic or family violence laws of Arizona.

*To categorize an incident as Domestic Violence under this Policy, the relationship between the Respondent and the Complainant must be more than just two people living together as roommates. The people cohabitating must be current or former spouses or have an intimate relationship.

- 6) Stalking, defined as:
- a. engaging in a course of conduct,
 - b. on the basis of sex,
 - c. directed at a specific person, that
 - i. would cause a reasonable person to fear for the person's safety, or
 - ii. the safety of others; or
 - iii. Suffer substantial emotional distress.
- For the purposes of this definition—
- (i) Course of conduct means two or more acts, including, but not limited to, acts in which the Respondent directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.
 - (ii) Reasonable person means a reasonable person under similar circumstances and with similar identities to the Complainant.
 - (iii) Substantial emotional distress means significant mental suffering or anguish that may but does not necessarily require medical or other professional treatment or counseling.

EXPECTATIONS REGARDING UNETHICAL RELATIONSHIPS

There are inherent risks in any romantic or sexual relationship between individuals in unequal positions (such as faculty member and student or supervisor and employee). These relationships may, in reality, be less consensual than perceived by the individual whose

position confers power or authority. Similarly, the relationship also may be viewed in different ways by each of the parties, particularly in retrospect. Circumstances may change, and conduct that was once welcome may, at some point in the relationship, become unwelcome.

Even when both parties have initially consented to romantic or sexual involvement, the possibility of a later allegation of a relevant Policy violation still exists. Northland Pioneer College does not wish to interfere with private choices regarding personal relationships when these relationships do not interfere with the goals and policies of Northland Pioneer College. However, for the personal protection of members of this community, relationships in which power differentials are inherent (e.g., faculty-student, staff-student) are generally discouraged. They may also violate standards of professionalism and/or professional ethics.

Consensual romantic or sexual relationships in which one party maintains a direct supervisory or otherwise evaluative role over the other party are inherently problematic. Therefore, persons with direct supervisory or otherwise evaluative responsibilities who are involved in such relationships must bring these relationships to the timely attention of their supervisor and/or the Title IX Coordinator. The existence of this type of relationship will likely result in removing the supervisory or evaluative responsibilities from the employee or shifting a party from being supervised or evaluated by someone with whom they have established a consensual relationship. When an affected relationship existed prior to adoption of this Policy, the duty to notify the appropriate supervisor still pertains.

This type of relationship includes Housing Advisors (HAs) and students over whom the HA has direct responsibility. While no relationships are specifically prohibited by this Policy, failure to timely self-report such relationships to a supervisor as required can result in disciplinary action for an employee. The Title IX Coordinator will determine whether to refer violations of this provision to Human Resources for resolution, or to pursue resolution under this Policy, based on the circumstances of the allegation.

Northland Pioneer College reserves the right to impose any level of sanction, ranging from a reprimand up to and including suspension or expulsion/termination, for any offense under this Policy. The most serious offenses are likely to result in suspension/expulsion/termination, where warranted.

c. Force, Coercion, Consent, and Incapacitation⁵

⁵ The state definition of consent is acquiescence or compliance, which is applicable to criminal prosecutions for sex offenses in Arizona but may differ from the definition used on campus to address Policy violations.

As used in the offenses above, the following definitions and understandings apply:

Force: Force is the use of physical violence and/or physical imposition to gain sexual access. Force also includes threats, intimidation (implied threats), and coercion that is intended to overcome resistance or produce consent (e.g., “Have sex with me or I’ll hit you,” which elicits the response, “Okay, don’t hit me, I’ll do what you want.”).

Sexual activity that is forced is, by definition, non-consensual, but non-consensual sexual activity is not necessarily forced. Silence or the absence of resistance alone is not consent. Consent is not demonstrated by the absence of resistance. While resistance is not required or necessary, it is a clear demonstration of non-consent.

Coercion: Coercion is unreasonable pressure for sexual activity. Coercive conduct differs from seductive conduct based on factors such as the type and/or extent of the pressure used to obtain consent. When someone makes clear that they do not want to engage in certain sexual activity, that they want to stop, or that they do not want to go past a certain point of sexual interaction, continued pressure beyond that point can be coercive.

Consent is:

- knowing, and
- voluntary, and
- clear permission
- by word or action
- to engage in sexual activity.

Individuals may perceive and experience the same interaction in different ways. Therefore, it is the responsibility of each party to determine that the other has consented before engaging in the activity.

If consent is not clearly provided prior to engaging in the activity, consent may be ratified by word or action at some point during the interaction or thereafter, but clear communication from the outset is strongly encouraged.

For consent to be valid, there must be a clear expression in words or actions that the other individual consented to that specific sexual conduct. Reasonable reciprocation can be implied. For example, if someone kisses you, you can kiss them back (if you want to) without the need to explicitly obtain *their* consent to being kissed back.

Consent can also be withdrawn once given, as long as the withdrawal is reasonably and clearly communicated. If consent is withdrawn, that sexual activity should cease within a reasonable time.

Consent to some sexual contact (such as kissing or fondling) cannot be presumed to be consent for other sexual activity (such as intercourse). A current or previous intimate relationship is not sufficient to constitute consent.

Proof of consent or non-consent is not a burden placed on either party involved in an incident. Instead, the burden remains on Northland Pioneer College to determine whether its Policy has been violated. The existence of consent is based on the totality of the circumstances evaluated from the perspective of a reasonable person in the same or similar circumstances, including the context in which the alleged incident occurred and any similar and previous patterns that may be evidenced.

Consent in relationships must also be considered in context. When parties consent to BDSM⁶ or other forms of kink, non-consent may be shown by the use of a safe word. Resistance, force, violence, or even saying “no” may be part of the kink and thus consensual, so Northland Pioneer College’s evaluation of communication in kink situations should be guided by reasonableness, rather than strict adherence to Policy that assumes non-kink relationships as a default.

Incapacitation: A person cannot consent if they are unable to understand what is happening or is disoriented, helpless, asleep, or unconscious, for any reason, including by alcohol or other drugs. As stated above, a Respondent violates this Policy if they engage in sexual activity with someone who is incapable of giving consent.

It is a defense to a sexual assault Policy violation that the Respondent neither knew nor should have known the Complainant to be physically or mentally incapacitated. “Should have known” is an objective, reasonable person standard that assumes that a reasonable person is both sober and exercising sound judgment.

Incapacitation occurs when someone cannot make rational, reasonable decisions because they lack the capacity to give knowing/informed consent (e.g., to understand the “who, what, when, where, why, and how” of their sexual interaction).

Incapacitation is determined through consideration of all relevant indicators of an individual’s state and is not synonymous with intoxication, impairment, blackout, and/or being drunk.

This Policy also covers a person whose incapacity results from a temporary or permanent physical or mental health condition, involuntary physical restraint, and/or the consumption of incapacitating drugs.

d. Other Civil Rights Offenses

⁶ Bondage, discipline/dominance, submission/sadism, and masochism.

In addition to the forms of sexual harassment described above, which are covered by Title IX, Northland Pioneer College additionally prohibits the following offenses as forms of discrimination that may be within or outside of Title IX when the act is based upon the Complainant's actual or perceived membership in a protected class.

Sexual Exploitation, defined as: an individual taking non-consensual or abusive sexual advantage of another for their own benefit or for the benefit of anyone other than the person being exploited, and that conduct does not otherwise constitute sexual harassment under this Policy. Examples of Sexual Exploitation include, but are not limited to:

- Sexual voyeurism (such as observing or allowing others to observe a person undressing or using the bathroom or engaging in sexual acts, without the consent of the person being observed)
 - Invasion of sexual privacy.
 - Taking pictures, video, or audio recording of another in a sexual act, or in any other sexually-related activity when there is a reasonable expectation of privacy during the activity, without the consent of all involved in the activity, or exceeding the boundaries of consent (such as allowing another person to hide in a closet and observe sexual activity, or disseminating sexual pictures without the photographed person's consent), including the making or posting of revenge pornography
 - Prostituting another person
 - Engaging in sexual activity with another person while knowingly infected with human immunodeficiency virus (HIV) or a sexually-transmitted disease (STD) or infection (STI), without informing the other person of the virus, disease, or infection
 - Causing or attempting to cause the incapacitation of another person (through alcohol, drugs, or any other means) for the purpose of compromising that person's ability to give consent to sexual activity, or for the purpose of making that person vulnerable to non-consensual sexual activity
 - Misappropriation of another person's identity on apps, websites, or other venues designed for dating or sexual connections
 - Forcing a person to take an action against that person's will by threatening to show, post, or share information, video, audio, or an image that depicts the person's nudity or sexual activity
 - Knowingly soliciting a minor for sexual activity
 - Engaging in sex trafficking
 - Knowing creation, possession, or dissemination of child pornography
- Threatening or causing physical harm; extreme verbal, emotional, or psychological abuse; or other conduct which threatens or endangers the health or safety of any person;
 - Discrimination, defined as actions that deprive, limit, or deny other members of the

community of educational or employment access, benefits, or opportunities, including disparate treatment;

- Intimidation, defined as implied threats or acts that cause an unreasonable fear of harm in another;
- Hazing, defined as acts likely to cause physical or psychological harm or social ostracism to any person within the Northland Pioneer College community, when related to the admission, initiation, pledging, joining, or any other group-affiliation activity (as defined further in the Hazing Policy);
- Bullying, defined as:
 - Repeated and/or severe
 - Aggressive behavior
 - Likely to intimidate or intentionally hurt, control, or diminish another person, physically and/or mentally
 - That is not speech or conduct otherwise protected by the First Amendment.

Violation of any other Northland Pioneer College policies may constitute a Civil Rights Offense when a violation is motivated by actual or perceived membership in a protected class, and the result is a discriminatory limitation or denial of employment or educational access, benefits, or opportunities.

Sanctions for the above-listed Civil Rights Offenses range from reprimand through expulsion/termination.

18. Retaliation

Protected activity under this Policy includes reporting an incident that may implicate this policy, participating in the grievance process, supporting a Complainant or Respondent, assisting in providing information relevant to an investigation, and/or acting in good faith to oppose conduct that constitutes a violation of this Policy.

Acts of alleged retaliation should be reported immediately to the Title IX Coordinator and will be promptly investigated. Northland Pioneer College will take all take appropriate and available steps to protect individuals who fear that they may be subjected to retaliation.

Northland Pioneer College and any member of Northland Pioneer College's community are prohibited from taking or attempting to take materially adverse action by intimidating, threatening, coercing, harassing, or discriminating against any individual for the purpose of interfering with any right or privilege secured by law or Policy, or because the individual has made a report or

complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under this Policy and procedure.

Filing a complaint within Process B could be considered retaliatory if those charges could be applicable under Process A, when the Process B charges are made for the purpose of interfering with or circumventing any right or privilege provided afforded within Process A that is not provided by Process B. Therefore, Northland Pioneer College vets all complaints carefully to ensure this does not happen, and to ensure that complaints are routed to the appropriate process.

The exercise of rights protected under the First Amendment does not constitute retaliation.

Charging an individual with a code of conduct violation for making a materially false statement in bad faith in the course of a grievance proceeding under this Policy and procedure does not constitute retaliation, provided that the determination of responsibility, by itself, is not sufficient to conclude that any party has made a materially false statement in bad faith.

19. Mandated Reporting

All Northland Pioneer College employees (faculty, staff, administrators) are expected to report actual or suspected discrimination, harassment, and/or retaliation to appropriate officials immediately, although there are some limited exceptions.

In order to make informed choices, it is important to be aware of confidentiality and mandatory reporting requirements when consulting campus resources. On campus, some resources may maintain confidentiality and are not required to report actual or suspected discrimination or harassment in a way that identifies the parties. They may offer options and resources without any obligation to inform an outside agency or campus official unless a Complainant has requested the information be shared.

If a Complainant expects formal action in response to their allegations, reporting to any Mandated Reporter can connect them with resources to report crimes and/or Policy violations, and these employees will immediately pass reports to the Title IX Coordinator (and/or police, if desired by the Complainant), who will take action when an incident is reported to them.

The following sections describe the reporting options at Northland Pioneer College for a Complainant or third-party (including parents/guardians when appropriate):

a. Confidential Resources

If a Complainant would like the details of an incident to be kept confidential, the Complainant may speak with:

- Off-campus (non-employees):
 - Licensed professional counselors and other medical providers
 - Local rape crisis counselors
 - Domestic violence resources
 - Local or state assistance agencies
 - Clergy/Chaplains
 - Attorneys

All of the above-listed individuals will maintain confidentiality when acting under the scope of their licensure, professional ethics, professional credentials, or official designation, except in extreme cases of immediacy of threat or danger or abuse of a minor/elder/individual with a disability, or when required to disclose by law or court order.

Northland Pioneer College employees who are confidential will timely submit anonymous statistical information for Clery Act purposes unless they believe it would be harmful to their client, patient, or parishioner.

b. Anonymous Notice to Mandated Reporters

At the request of a Complainant, notice may be given by a Mandated Reporter to the Title IX Coordinator anonymously, without identification of the Complainant. The Mandated Reporter cannot remain anonymous themselves.

If a Complainant has requested that a Mandated Reporter maintain the Complainant's anonymity, the Mandated Reporter may do so unless it is reasonable to believe that a compelling threat to health or safety could exist. The Mandated Reporter can consult with the Title IX Coordinator on that assessment without revealing personally identifiable information.

Anonymous notice will be investigated by Northland Pioneer College to the extent possible, both to assess the underlying allegation(s) and to determine if supportive measures or remedies can be provided.

However, anonymous notice typically limits Northland Pioneer College's ability to investigate, respond, and provide remedies, depending on what information is shared.

When a Complainant has made a request for anonymity, the Complainant's personally identifiable information may be withheld by a Mandated Reporter, but all other details must be shared with the Title IX Coordinator. Mandated reporters may not be able to maintain requests for anonymity for Complainants who are minors, elderly, and/or disabled, depending on state reporting of abuse requirements.

c. Mandated Reporters and Formal Notice/Complaints

All employees of Northland Pioneer College (including student employees), with the exception of those who are designated as Confidential Resources, are Mandated Reporters and must promptly share with the Title IX Coordinator all known details of a report made to them in the course of their employment.

Employees must also promptly share all details of behaviors under this Policy that they observe or have knowledge of, even if not reported to them by a Complainant or third-party.

Complainants may want to carefully consider whether they share personally identifiable details with non-confidential Mandated Reporters, as those details must be shared with the Title IX Coordinator.

Generally, disclosures in climate surveys, classroom writing assignments or discussions, human subjects research, or at events such as “Take Back the Night” marches or speak-outs do not provide notice that must be reported to the Coordinator by employees, unless the Complainant clearly indicates that they desire a report to be made or a seek a specific response from Northland Pioneer College.

Supportive measures may be offered as the result of such disclosures without formal Northland Pioneer College action.

Failure of a Mandated Reporter, as described above in this section, to report an incident of harassment or discrimination of which they become aware is a violation of Northland Pioneer College Policy and can be subject to disciplinary action for failure to comply.

Though this may seem obvious, when a Mandated Reporter is engaged in harassment or other violations of this Policy, they still have a duty to report their own misconduct, though Northland Pioneer College is technically not on notice simply because a harasser is also a Mandated Reporter unless the harasser does in fact report themselves.

Finally, it is important to clarify that a Mandated Reporter who is themselves a target of harassment or other misconduct under this Policy is not required to report their own experience, though they are, of course, encouraged to do so.

20. When a Complainant Does Not Wish to Proceed

If a Complainant does not wish for their name to be shared, does not wish for an investigation to take place, and/or does not want a formal complaint to be pursued, they may make such a request

to the Title IX Coordinator, who will evaluate that request in light of the duty to ensure the safety of the campus and to comply with state or federal law.

The Title IX Coordinator has ultimate discretion over whether Northland Pioneer College proceeds when the Complainant does not wish to do so, and the Title IX Coordinator may sign a formal complaint to initiate a grievance process, usually upon completion of an appropriate violence risk assessment.

The Title IX Coordinator's decision should be based on results of the violence risk assessment that show a compelling risk to health and/or safety that requires Northland Pioneer College to pursue formal action to protect the community.

A compelling risk to health and/or safety may result from evidence of patterns of misconduct, predatory conduct, threats, abuse of minors, use of weapons, and/or violence. Northland Pioneer Colleges may be compelled to act on alleged employee misconduct irrespective of a Complainant's wishes.

The Title IX Coordinator must also consider the effect that non-participation by the Complainant may have on the availability of evidence and Northland Pioneer College's ability to pursue a Formal Grievance Process fairly and effectively.

When the Title IX Coordinator executes the written complaint, they do not become the Complainant. The Complainant is the individual who is alleged to be the victim of conduct that could constitute a violation of this Policy.

When Northland Pioneer College proceeds, the Complainant (and/or their Advisor) may have as much or as little involvement in the process as they wish. The Complainant retains all rights of a Complainant under this Policy irrespective of their level of participation. Typically, when the Complainant chooses not to participate, the Advisor may be appointed as proxy for the Complainant throughout the process, acting to ensure and protect the rights of the Complainant, though this does not extend to the provision of evidence or testimony.

Note that Northland Pioneer College's ability to remedy and respond to notice may be limited if the Complainant does not want Northland Pioneer College to proceed with an investigation and/or grievance process. The goal is to provide the Complainant with as much control over the process as possible, while balancing Northland Pioneer College's obligation to protect its community.

In cases in which the Complainant requests confidentiality/no formal action and the circumstances allow Northland Pioneer College to honor that request, Northland Pioneer College may offer informal resolution options (see Procedure 2110), supportive measures, and remedies to the Complainant and the community, but will not otherwise pursue formal action.

If the Complainant elects to take no action, they can change that decision if they decide to pursue a formal complaint at a later date. Upon making a formal complaint, a Complainant has the right, and can expect, to have allegations taken seriously by Northland Pioneer College, and to have the incidents investigated and properly resolved through these procedures. Please consider that delays may cause limitations on access to evidence, or present issues with respect to the status of the parties.

21. Federal Timely Warning Obligations

Parties reporting sexual assault, domestic violence, dating violence, and/or stalking should be aware that under the Clery Act, Northland Pioneer College must issue timely warnings for reported incidents that pose a serious or continuing threat of bodily harm or danger to members of the campus community.

Northland Pioneer College will ensure that a Complainant's name and other identifying information is not disclosed, while still providing enough information for community members to make safety decisions in light of the potential danger.

22. False Allegations and Evidence

Deliberately false and/or malicious accusations under this Policy, are a serious offense and will be subject to appropriate disciplinary action. This does not include allegations that are made in good faith, but are ultimately shown to be erroneous or do not result in a policy violation determination.

Additionally, witnesses and parties knowingly providing false evidence, tampering with or destroying evidence or deliberately misleading an official conducting an investigation can be subject to discipline under appropriate Northland Pioneer College policies.

23. Amnesty for Complainants and Witnesses

Northland Pioneer College community encourages the reporting of misconduct and crimes by Complainants and witnesses. Sometimes, Complainants or witnesses are hesitant to report to Northland Pioneer College officials or participate in grievance processes because they fear that they themselves may be in violation of certain policies, such as underage drinking or use of illicit drugs at the time of the incident. Respondents may hesitate to be forthcoming during the process for the same reasons.

It is in the best interests of Northland Pioneer College community that Complainants choose to report misconduct to Northland Pioneer College officials, that witnesses come forward to share what they know, and that all parties be forthcoming during the process.

To encourage reporting and participation in the process, Northland Pioneer College maintains a Policy of offering parties and witnesses amnesty from minor Policy violations – such as underage consumption of alcohol or the use of illicit drugs – related to the incident.

Amnesty does not apply to more serious allegations such as physical abuse of another or illicit drug distribution. The decision not to offer amnesty is based on neither sex nor gender, but on the fact that collateral misconduct is typically addressed for all students within a progressive discipline system, and the rationale for amnesty – the incentive to report serious misconduct – is rarely applicable to Respondent with respect to a Complainant.

Students: Sometimes, students are hesitant to assist others for fear that they may get in trouble themselves (for example, an underage student who has been drinking or using marijuana might hesitate to help take an individual who has experienced sexual assault to Campus Security).

Northland Pioneer College maintains a Policy of amnesty for students who offer help to others in need. Although Policy violations cannot be overlooked, Northland Pioneer College may provide purely educational options with no official disciplinary finding, rather than punitive sanctions, to those who offer their assistance to others in need.

Employees: Sometimes, employees are hesitant to report harassment or discrimination they have experienced for fear that they may get in trouble themselves. For example, an employee who has violated the consensual relationship Policy and is then assaulted in the course of that relationship might hesitate to report the incident to Northland Pioneer College officials.

Northland Pioneer College may, at its discretion, offer employee Complainants amnesty from such Policy violations (typically more minor Policy violations) related to the incident. Amnesty may also be granted to Respondents and witnesses on a case-by-case basis.

24. Federal Statistical Reporting Obligations

Certain campus officials – those deemed Campus Security Authorities – have a duty to report the following for federal statistical reporting purposes (Clery Act):

- a) All “primary crimes,” which include homicide, sexual assault, robbery, aggravated assault, burglary, motor vehicle theft, and arson;
- b) Hate crimes, which include any bias - motivated primary crime as well as any bias motivated larceny or theft, simple assault, intimidation, or destruction/damage/vandalism of property;
- c) VAWA-based crimes, which include sexual assault, domestic violence, dating violence, and stalking; and

- d) Arrests and referrals for disciplinary action for weapons-related law violations, liquor-related law violations, and drug abuse-related law violations.

All personally identifiable information is kept private, but statistical information must be shared with the Clery Administrator regarding the type of incident and its general location (on or off-campus or in the surrounding area, but no addresses are given) for publication in the Annual Security Report and daily campus crime log.

Campus Security Authorities include: student affairs/student conduct staff, campus security, local police, coaches, housing staff, student activities staff, human resources staff, advisors to student organizations, and any other official with significant responsibility for student and campus activities.

25. Preservation of Evidence

The preservation of evidence in incidents of sexual assault is critical to potential criminal prosecution and to obtaining restraining orders, and is particularly time-sensitive. The Recipient will inform the Complainant of the importance of preserving evidence by taking the following actions:

1. Seek forensic medical assistance at the local hospital, ideally within 120 hours of the incident (sooner is better).
2. Avoid showering, bathing, washing hands or face, or douching, if possible, but evidence may still be collected even if you do.
3. Try not to urinate.
4. If oral sexual contact took place, refrain from smoking, eating, drinking, or brushing teeth.
5. If clothes are changed, place soiled clothes in a paper bag (plastic destroys evidence) or secure evidence container from local police station.
6. Seeking medical treatment can be essential even if it is not for the purposes of collecting forensic evidence.

During the initial meeting between the Complainant and the Title IX Coordinator, the importance of taking these actions will be reiterated, if timely.



INTERGOVERNMENTAL AGREEMENT

BETWEEN

THE COUNTY OF NAVAJO,

AND THE

NAVAJO COUNTY COMMUNITY COLLEGE DIST. FOR

THE PROVISION OF ELECTION SERVICES

THIS AGREEMENT is entered into _____, 2021, between the COUNTY OF NAVAJO (the "COUNTY"), acting by and through its duly elected governing body, the NAVAJO COUNTY BOARD OF SUPERVISORS (the "BOS"), and the NAVAJO COUNTY COMMUNITY COLLEGE DIST., acting and through its duly elected governing body.

I. RECITALS

1. The **COUNTY** owns and operates voting and ballot tabulating equipment and employs certified Election Officials.
2. The **SPECIAL DISTRICT** seeks to participate in consolidated elections and pursuant to Arizona Revised Statutes §16-205(C), the **SPECIAL DISTRICT** and **COUNTY** wish to enter into this Agreement.
3. The **RECORDER** is required by Arizona Revised Statutes §16-172 to enter into this Agreement if the **SPECIAL DISTRICT** requests the use of the County registration rolls to conduct an election, and, by signature below, has resolved to enter into this Agreement.
4. The **SPECIAL DISTRICT** is required by Arizona Revised Statutes §16-172 to enter into this Agreement if the **SPECIAL DISTRICT** requests the use of the County Recorder registration rolls to conduct an elections, and has, by proper **SPECIAL DISTRICT** board action, determined to enter into this Agreement and has authorized the undersigned to execute this Agreement on behalf of the **SPECIAL DISTRICT**.
5. The **COUNTY** is empowered by Arizona Revised Statutes §11-251 and §11-952 to enter into this Agreement and has by appropriate Board action, determined to enter into this Agreement and has authorized the undersigned to execute this Agreement on behalf of the **COUNTY**.
6. The **SPECIAL DISTRICT** is empowered to enter into this Agreement, and has, by proper board action, authorized the undersigned to execute the Agreement on behalf of the **SPECIAL DISTRICT**.

THEREFORE, in consideration of the mutual agreements expressed herein, it is agreed as follows:

II. SCOPE

1. The **COUNTY** will:

- a. Make available to the **SPECIAL DISTRICT** support services, materials and supplies, including but not limited to: ballots, voting equipment, precinct supplies, precinct personnel, precinct signature rosters, counting center personnel, early board processing personnel, and such other election materials, supplies and personnel as may be required for the conduct of the election as prescribed by law.
 - b. Provide to the **SPECIAL DISTRICT** a list of polling locations and a list of poll workers for approval by the **SPECIAL DISTRICT** board.
 - c. Conduct logic and accuracy tests as required by law and publish all legal notices in connection therewith.
 - d. Perform tabulation, prepare unofficial election results and transmit to the **SPECIAL DISTRICT**, or designee.
 - e. Provide Election Department personnel necessary to effectively administer an election.
 - f. At all times comply with the laws and regulations regarding the conduct of elections.
 - g. Upon completion of the election, present to the **SPECIAL DISTRICT** a detailed, itemized statement of charges incurred as a result of the election.
2. The **RECORDER** will
- a. Ensure that the **COUNTY** registration rolls necessary for the **SPECIAL DISTRICT** to conduct an election be provided to the **SPECIAL DISTRICT** at least forty-five (45) days in advance of such election, with supplementation of the rolls provided at least once, as soon as possible after the twenty-ninth (29th) day preceding the election, and with further supplementation as may be necessary to conduct early voting or, with further supplementation as necessary, to conduct an all-mail ballot election, in the event such an election is authorized by the **SPECIAL DISTRICT**.
 - b. Ensure that an electronic data compilation, such as a computer tape, of the registration rolls be provided to the **SPECIAL DISTRICT** within ten (10) days of a request by the **SPECIAL DISTRICT**, for use by the **SPECIAL DISTRICT** to prepare mailing labels or for such other election purposes as the **SPECIAL DISTRICT** may require.
 - c. Handle all early balloting for the **SPECIAL DISTRICT**, including early voting requests, early ballot mailers, on-site early voting, signature verification and other early voting supplies and services that may be necessary.
 - d. Ensure that the charges for reimbursement of expenses by the **SPECIAL DISTRICT** is no more than the actual cost incurred in preparing the necessary list, electronic data compilations or early voting supplies and services. Actual additional costs will include, but are not limited to: supplies, staff and personnel time as well as any machine time or other electronic data process time.

- e. Provide **SPECIAL DISTRICT** personnel necessary to effectively administer early voting and other related services.
 - f. Assist the **SPECIAL DISTRICT** in providing necessary modification of precinct data as it relates to **SPECIAL DISTRICT** -only elections or following a **SPECIAL DISTRICT** annexation.
3. The **SPECIAL DISTRICT** will:
- a. Create, translate, print and mail all publicity pamphlets.
 - b. Publish all legal notices in connection with a **SPECIAL DISTRICT** election with the exception of the logic and accuracy testing notification(s) as described in section 1(c) of this Agreement.
 - c. At all times comply with the laws and regulations regarding the conduct of elections.
 - d. Provide the County Elections Office with the names of any Write-in Candidates as prescribed by law.
 - e. Reimburse the **COUNTY** for all charges for election materials, supplies, equipment and personnel required in direct support of the **SPECIAL DISTRICT** election and clearly outlined in the detailed, itemized statement of charges within sixty (60) days of submittal to the **SPECIAL DISTRICT** of the reimbursement request by the **COUNTY**. The **SPECIAL DISTRICT** shall establish and maintain a budget covering the payment of all such charges.
 - f. Reimburse the **COUNTY** for the actual additional costs incurred by the **COUNTY** in the preparation of any lists, electronic data compilations or early voting supplies and services under this agreement within sixty (60) days of submittal to the **CITY/TOWN** of a reimbursement request by the **COUNTY**.

III. DURATION OF AGREEMENT

- 1. This Agreement is for a term of four (4) years effective **January 1, 2021** and terminating on **January 1, 2025** and can be terminated at any time by any party, with or without cause, a written notice is provided to the other parties 150 in advance. Upon termination of this Agreement, all property or equipment used by the parties in the performance of their responsibilities under this Agreement shall remain the property of the party that purchased the property or equipment.

IV. MISCELLANEOUS PROVISIONS

- 1. This Agreement may be canceled in accordance with the provisions Arizona Revised Statutes §38-511, regarding Conflicts of Interest.
- 2. The **COUNTY** as a political subdivision of the State of Arizona, engaged in the performance of its mandatory statutory duties, and the **RECORDER**, engaged in the performance of its mandatory statutory duties, and the **SPECIAL DISTRICT**, as a political subdivision of the State of Arizona, engaged in the performance of its mandatory statutory duties, all avow to the other that each has obtained and has in full force and effect a public entity liability policy relating to the faithful performance of duty.

3. The provisions of the Records and Disposition Schedule promulgated by the Arizona State Library, Department of Library, Archives and Public Records, as it may from time to time be amended, shall be applicable to all public documents generated in the course of this Agreement.
4. If the parties mutually agree, claims, disputes or other matters in question may be submitted for arbitration and decided according to the Arizona Uniform Rules of Procedure for Arbitration. Demand for arbitration must be filed in writing with the other party to this Agreement.
5. All notices or demands upon any party to this Agreement, except as otherwise specified herein, shall be in writing and shall be delivered in person or sent by mail addressed as follows:

**Navajo County Elections
Division
P.O. Box 668
100 E. Code Talkers Dr.
Holbrook, AZ 86025**

Northland Pioneer Community
College Dist.
PO Box 610
Holbrook, AZ 86025

6. The **SPECIAL DISTRICT** is responsible for all liability, damages or expenses involved in defending challenges to the **SPECIAL DISTRICT** election arising out of the actions of the **SPECIAL DISTRICT** and its officials, employees and agents.
7. E-verify requirements. To the extent applicable under Arizona Revised Statute §41-4401, the parties warrant compliance, on behalf of themselves and any and all subcontractors, with all federal immigration laws and regulations that relate to their employees and compliance with the E-verify requirements under Arizona Revised Statutes §23-214(A). The parity's breach of the above mentioned warranty shall be deemed a material breach of the Agreement and the non-breeching party may terminate the Agreement. The parties retain the legal right to inspect the papers of the other party to ensure that the party is complying with the above-mentioned warranty under this Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement the day and year blow written.

NAVAJO COUNTY BOARD OF SUPERVISORS

NAVAJO COUNTY COMMUNITY COLLEGE DIST.

Daryl Seymore, Chairperson

Special Dist. Representative

This ____ day of _____, 2021

This __16_ day of __March, 2021

Attest:

Attest:

Melissa W. Buckley, Clerk of the Board

Special Dist.

Pursuant to Arizona Revised Statutes §11-952, the foregoing Agreement has been submitted to the undersigned counsel who has determined that this Agreement is in proper form and is within the powers and authority granted under the laws of the State of Arizona to the County of Navajo.

Navajo County Attorney

Northland Pioneer Community College Dist.
Attorney

Kurt Meek

Dated

Dated

2/5/21

REQUEST TO APPROVE MODIFICATION OF GENERAL EDUCATION

Recommendation

The Instructional Council (IC) recommends approval of modifications to the General Education Program. These changes affect the following degrees throughout Northland Pioneer College: Associate of Arts (AA), Associate of Arts in Early Childhood (AAEC), Associate of Arts Elementary Education (AAEE), Associate of Applied Science (AAS), Associate of Business (ABus), Associate of General Studies (AGS), Associate of Science (AS), and Certificate of Applied Science (CAS).

Summary

With the intent of expanding course options and deleting old courses whose curriculum is covered by said expansion, the General Education Program would firstly like to expand the course offerings for General Education with the following courses. All courses meet Northland Pioneer College's General Education Values (*NPC Catalog*, 55). The courses listed are transferable to all universities and listed as general education.

HIS 114 Introduction to Mexican-American History.....	3 credits
SPT 156 History of Television I.....	3 credits
SPT 157 History of Television II.....	3 credits
GLG 110 Natural Disasters	4 credits
PHY 111 General Physics I	4 credits
PHY 112 General Physics II	4 credits

The General Education Program would secondly like to delete the following course offerings for General Education.

SPT 155 History of Television	3 credits
PHY 113 General Physics I.....	4 credits
PHY 114 General Physics II	4 credits

General Education Course Options

Completion of the required general education course credits fulfills requirements for the Arizona General Education Curriculum (AGEC) for the Associate of Arts (AA), Associate of Arts in Early Childhood (AAEC), Associate of Arts in Elementary Education (AAEE), Associate of Business (ABus) and Associate of Science (AS) degrees. (see What is AGECC - page 65)

Section IV
Program

Communications 6 credits

ENL 101 College Composition I 3 credits

UNLESS OTHERWISE NOTED IN A SPECIFIC CERTIFICATE OR DEGREE PROGRAM, completion of any one of the following courses fulfills the **Communications** requirement for the **second** communications course for the Associate of Applied Science (AAS) degree.

ENL 102 College Composition II (required for AGECC) 3 credits

ENL 109 Technical Writing 3 credits

SPT 110 Fundamentals of Oral Communications 3 credits

SPT 120 Public Speaking 3 credits

Mathematics 3-4 credits

UNLESS OTHERWISE NOTED IN A SPECIFIC CERTIFICATE OR DEGREE PROGRAM, completion of any one of the following courses fulfills the **Mathematics** requirement for any Certificate of Applied Science (CAS) or Associate of Applied Science (AAS) degree:

†BUS 133 Business Mathematics 3 credits

†HES 101 Basic Technical Mathematics 3 credits

†MAT 101 Basic Technical Mathematics 3 credits

†MAT 103 Business Mathematics 3 credits

†MAT 109 Algebra I: Introductory 3 credits

†MAT 112 Algebra II: Intermediate 3 credits

MAT 125 Introduction to Statistics 3 credits

MAT 142 College Mathematics with Contemporary Applications 3 credits

MAT 152 Advanced Algebra 3 credits

MAT 161 Algebra-based Mathematics for Elementary School Teachers I 3 credits

MAT 162 Algebra-based Mathematics for Elementary School Teachers II 3 credits

MAT 189 Pre-Calculus Algebra/Trigonometry 3 credits

MAT 211 Technical Calculus 4 credits

MAT 221 Calculus I 4 credits

MAT 231 Calculus II 4 credits

MAT 241 Calculus III 4 credits

† These courses are NOT accepted for transfer credit by all three Arizona state public universities.

Discipline Studies

Arts and Humanities 6-9 credits

Select courses from at least two different disciplines, as listed under a specific degree.

ART 101 Understanding Art 3 credits

ART 115 Art History I 3 credits

ART 116 Art History II 3 credits

ART 215 Native American Art 3 credits

ENL 220 World Literature I 3 credits

ENL 221 World Literature II 3 credits

ENL 224 English Literature I 3 credits

ENL 225 English Literature II 3 credits

ENL 230 American Literature I 3 credits

ENL 231 American Literature II 3 credits

ENL 234 Native-American Literature 3 credits

ENL 238 Women's Literature 3 credits

FDV 220 Film Aesthetics 3 credits

HUM 150 Humanities in the Western World I 3 credits

HUM 151 Humanities in the Western World II 3 credits

MUS 150 Music Appreciation 3 credits

MUS 250 World Music 3 credits

PHL 101 Introduction to Philosophy 3 credits

PHL 103 Introduction to Logic and Critical Thinking 3 credits

PHL 105 Introduction to Ethics 3 credits

PHL 150 Comparative World Religions 3 credits

SPT 130 Introduction to Theatre 3 credits

SPT 140 Principles of Drama 3 credits

SPT 150 Introduction to Film 3 credits

SPT 155 History of Television 3 credits

SPT 156 History of Television I 3 credits

SPT 157 History of Television II 3 credits

Computer Science

CIS 105 Computer Applications and Information Technology 3 credits

Physical and Biological Science

Select courses, as listed under a specific degree. Students may transfer either CHM 130 or CHM 151, **BUT NOT BOTH**; therefore, taking CHM 130 and CHM 151 will not satisfy the 8-credit requirement.

ANT 104 Biological Anthropology and Human Origins 4 credits

BIO 100 Biology Concepts 4 credits

BIO 105 Environmental Biology 4 credits

BIO 160 Introduction to Human Anatomy and Physiology 4 credits

BIO 181 General Biology I 4 credits

BIO 182 General Biology II 4 credits

CHM 130 Fundamental Chemistry 4 credits

CHM 151 General Chemistry I 4 credits

CHM 152 General Chemistry II 4 credits

GEO 111 Physical Geography 4 credits

GLG 101 Introduction to Geology I - Physical Geology 4 credits

GLG 102 Introduction to Geology II - Historical Geology 4 credits

GLG 110 Natural Disasters 4 credits

PHY 111 General Physics I 4 credits

PHY 113 General Physics I 4 credits

PHY 112 General Physics II 4 credits

PHY 114 General Physics II 4 credits

Social and Behavioral Sciences 6-9 credits

Select courses from at least two different disciplines, as listed under a specific degree. (This applies to all transfer degrees, select at least one asterisk (*) course to meet requirements for Contemporary Global, International or Historical Awareness.)

*ANT 102 Cultural Anthropology 3 credits

ANT 120 Buried Cities and Lost Tribes 3 credits

ECN 211 Principles of Macroeconomics 3 credits

ECN 212 Principles of Microeconomics 3 credits

*GEO 110 World Regional Geography 3 credits

GEO 120 Human Geography 3 credits

HIS 101 World History: Prehistory to 1450 CE 3 credits

HIS 102 World History: 1450 CE to Present 3 credits

*HIS 105 U.S. History to 1877 3 credits

*HIS 106 U.S. History Since 1877 3 credits

*HIS 114 Intro to Mexican-American/Hispanic/a History 3 credits

*HIS 155 Western Civilization to 1700 3 credits

*HIS 156 Western Civilization Since 1700 3 credits

*HIS 201 History of Women in America 3 credits

POS 110 United States Government 3 credits

PSY 101 Introduction to Psychology 3 credits

PSY 240 Developmental Psychology 3 credits
PSY 250 Social Psychology 3 credits
SOC 101 Introduction to Sociology 3 credits
SOC 121 Social Problems 3 credits
SOC 212 Sex and Gender in Society 3 credits
SOC 215 Ethnicity and Race 3 credits
SOC 225 Sociology of the Family 3 credits

Request to Approve Purchase of Cisco Routers

Recommendation:

Staff recommends to approve the purchase of Cisco networking equipment from HyeTech under AZ State Procurement Contract 1GPA Contract 16-11PV-09, in the amount of \$200,536.32.

Summary:

This purchase is requested to replace Cisco Routers that are nearing end of life. The current network switches, while operational are marked end of life by the vendor. No support or maintenance are offered if we have issues or failures. It is imperative that we replace to keep the campus infrastructure operational and minimize downtime.

We are requesting (qty 5) Cisco ASR1001-X Chassis with associated expansion modules and 1-year coverage for SmartNet support and maintenance. The cost of all associated equipment is \$183,255.35, tax is \$17,280.97, and shipping is included in above price for a total price of \$200,536.32. The purchase meets competitive purchasing guidelines by utilizing 1GPA Contract 16-11PV-09.



Quotation

HyeTech Network & Security Solutions, LLC.
 10235 S. 51st Street #120
 Phoenix, AZ 85044

Date: February 19, 2021
Quotation #: 1102-034
Customer ID: 1102
Prepared by: Justin Maroney
Quotation valid until: March 21, 2021
Project Detail: Router Refresh
Contract: 1GPA Contract 16-11PV-09

Bill To: Northland Pioneer
 Ernest Hess
 2251 E. Navajo Blvd.
 Holbrook, AZ 86025

Ship To: Northland Pioneer
 Ernest Hess
 2251 E. Navajo Blvd.
 Holbrook, AZ 86025

Products:

Part	Description	Term	List Price	Unit Price	Qty	Ext. Price
ASR1001-X	Cisco ASR1001-X Chassis, 6 built-in GE, Dual P/S, 8GB DRAM		\$17,059.50	\$7,506.18	5	\$37,530.90
CON-SNT-ASR1001X	SNTC-8X5XNBD Cisco ASR1001-X Chassis, Crypto, 6 built	12	\$1,290.68	\$838.94	5	\$4,194.70
SASR1K1XUK9-169	Cisco ASR1001-X IOS XE UNIVERSAL		\$0.00	\$0.00	5	\$0.00
ASR1K-WAN-AGGR	ASR1k-WAN Aggregation with or without Crypto - tracking only		\$0.00	\$0.00	5	\$0.00
ASR1001-X-PWR-AC	Cisco ASR1001-X AC Power Supply		\$0.00	\$0.00	10	\$0.00
SLASR1-AIS	Cisco ASR 1000 Advanced IP Services License		\$12,500.00	\$5,500.00	5	\$27,500.00
CON-SNT-SLASR1AK	SNTC-8X5XNBD Cisco ASR 1000 Advanced IP Services	12	\$866.00	\$562.90	5	\$2,814.50
ASR1000-SPA	SPA for ASR1000; No Physical Part; For Tracking Only		\$0.00	\$0.00	5	\$0.00
NIM-BLANK	Blank faceplate for NIM slot on Cisco ISR 4400		\$0.00	\$0.00	5	\$0.00
SPA-8X1GE-V2	Cisco 8-Port Gigabit Ethernet Shared Port Adapter		\$25,087.50	\$11,038.50	5	\$55,192.50
CON-SNT-8X1GEV2	SNTC-8X5XNBD 8-Port Gigabit Enet Shared Pt Adptr	12	\$1,000.00	\$650.00	5	\$3,250.00
CAB-AC	AC Power Cord (North America), C13, NEMA 5-15P, 2.1m		\$0.00	\$0.00	10	\$0.00
M-ASR1001X-16GB	Cisco ASR1001-X 16GB DRAM		\$11,038.50	\$4,856.94	5	\$24,284.70
SL-ASR1-APP	Application Data Solution License for ASR1000 Series		\$10,035.00	\$4,415.40	5	\$22,077.00
CON-SNT-SLASRPPA	SNTC-8X5XNBD Application Data Solution License	12	\$693.00	\$450.45	5	\$2,252.25
GLC-TE=	1000BASE-T SFP transceiver module for Category 5 copper wire		\$472.58	\$207.94	20	\$4,158.80
Subtotal:						\$183,255.35

Quote Summary	Amount
Products:	\$183,255.35
Subtotal:	\$183,255.35
Estimated Tax:	\$17,280.97
Total:	\$200,536.32



Terms & Conditions:

Invoicing & Payment

Unless otherwise stated in an SOW, exhibit, or definitive agreement, Hye Tech shall invoice Customer on a project basis. Customer shall pay Hye Tech within thirty (30) calendar days from the date of invoice for any of the Services and expenses provided or incurred hereunder. Hye Tech may charge Customer interest and late fees on any overdue and unpaid portion of the Fees in an amount equal to one and one half percent (1.5%) per month. All payments shall be made in U.S. dollars. In the event Customer disputes any Fees, Customer shall pay any undisputed portion of the invoice containing the disputed Fees.

Suspension

In the event of non-payment of any Fees or other fees payable within forty-five (45) days from the date of invoice, HT may, in addition to any other rights and remedies it may have, suspend Customer's access to the Products and Services.

SAM Search Results
List of records matching your search for :

Search Term : HyeTech Network & Security Solutions, LLC.*
Record Status: Active

No Search Results

Request to Approve Purchase of Computers, LCD Projectors, Printers and iMac systems

Recommendation:

Staff recommends to approve the purchase of Computers, LCD Projectors, Printers and iMac systems from CDWG under Contract: E&I CNR01439 Catalog (CNR01439), in the amount of \$124,594.04.

Summary:

This purchase is requested to replace Computers, LCD Projectors, Printers and iMac systems as part of our technology refresh cycle. The following quantities will be deployed to various campuses.

- 44 Computers
- 11 LCD Projectors
- 22 iMac Systems
- 8 Printers

The cost breakdown for these systems, along with warranty and support is \$113,855.06, tax is \$10,738.98 (which includes the 3.15% (\$3586.43) due to the City of Holbrook), and shipping is included in above price for a total price of \$124,594.04. The purchase meets competitive purchasing guidelines by utilizing E&I CNR01439 Catalog (CNR01439).

QUOTE CONFIRMATION



DEAR PAUL MOFFITT,

Thank you for considering CDW•G for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
LXVD993	3/1/2021	LXVD407	302679	\$121,007.61


QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
Epson PowerLite Home Cinema 660 - 3LCD projector - portable Mfg. Part#: V11H847020 UNSPSC: 45111614 Contract: E&I CNR01439 Catalog (CNR01439)	11	4699454	\$384.87	\$4,233.57
SFW-5Y RPL PROJ 2YOEM 0-499 Mfg. Part#: CDW500PRJESP2YO60D Contract: E&I CNR01439 Catalog (CNR01439)	11	6027847	\$112.62	\$1,238.82
HP EliteDesk 800 G5 Desktop Mini Core i7-9700T 8GB RAM 256GB Win 10 Pro Mfg. Part#: 7LJ66UT#ABA UNSPSC: 43211508 Contract: E&I CNR01439 Catalog (CNR01439)	38	5638247	\$1,067.22	\$40,554.36
Apple iMac 21.5" 16GB RAM 512GB SSD Mfg. Part#: K0VYBLL/A Contract: E&I CNR01439 Catalog Apple (CNR01439)	21	6108340	\$2,065.48	\$43,375.08
AppleCare+ - extended service agreement - 3 years - carry-in Mfg. Part#: S7833LL/A Electronic distribution - NO MEDIA Contract: E&I CNR01439 Catalog (CNR01439)	21	5966007	\$119.00	\$2,499.00
Apple iMac Pro with Retina 5K display - all-in-one - Xeon W 3 GHz - 32 GB - Mfg. Part#: MHLV3LL/A Contract: E&I CNR01439 Catalog Apple (CNR01439)	1	6185986	\$4,576.01	\$4,576.01
AppleCare+ - extended service agreement - 3 years - carry-in Mfg. Part#: S7833LL/A Electronic distribution - NO MEDIA Contract: E&I CNR01439 Catalog (CNR01439)	1	5966007	\$119.00	\$119.00
HP LaserJet Pro MFP M428fdw MFP- B/W Mfg. Part#: W1A30A#BGJ UNSPSC: 44101503 Contract: E&I CNR01439 Catalog (CNR01439)	6	5545896	\$424.48	\$2,546.88
Electronic HP Care Pack 4-Hour 9x5 Onsite Hardware Support - extended servi Mfg. Part#: UC0R2E UNSPSC: 81112306	6	5567957	\$216.57	\$1,299.42

QUOTE DETAILS (CONT.)

Electronic distribution - NO MEDIA Contract: E&I CNR01439 Catalog (CNR01439)				
<u>HP LaserJet Enterprise MFP M635h - multifunction printer - B/W</u>	2	6016669	\$2,365.70	\$4,731.40
Mfg. Part#: 7PS97A#BGJ Contract: E&I CNR01439 Catalog (CNR01439)				
<u>Electronic HP Care Pack Next Business Day Hardware Support with Defective M</u>	2	4597701	\$782.61	\$1,565.22
Mfg. Part#: U9NK0E UNSPSC: 81111812 Electronic distribution - NO MEDIA Contract: E&I CNR01439 Catalog (CNR01439)				
<u>HP 470 G7 - 17.3" - Core i7 10510U - 16 GB RAM - 512 GB SSD - US</u>	6	5896331	\$1,077.29	\$6,463.74
Mfg. Part#: 9TL71UT#ABA Contract: E&I CNR01439 Catalog (CNR01439)				
<u>Electronic HP Care Pack Next Business Day Hardware Support - extended servi</u>	6	1477306	\$93.48	\$560.88
Mfg. Part#: UK703E UNSPSC: 81112307 Electronic distribution - NO MEDIA Contract: E&I CNR01439 Catalog (CNR01439)				
<u>Belkin 10ft High Speed HDMI - Ultra HD Cable M/M - 4k @30Hz - Black</u>	12	1390551	\$7.64	\$91.68
Mfg. Part#: F8V3311B10 UNSPSC: 26121604 Contract: E&I CNR01439 Catalog (CNR01439)				

PURCHASER BILLING INFO	SUBTOTAL	\$113,855.06
Billing Address: NORTHLAND PIONEER COLLEGE BUSINESS OFFICE PO BOX 610 HOLBROOK, AZ 86025-0610 Phone: (928) 524-7600 Payment Terms: NET 30 Days-Govt/Ed	SHIPPING	\$0.00
	SALES TAX	\$7,152.55
	GRAND TOTAL	\$121,007.61
	DELIVER TO	Please remit payments to:
Shipping Address: NORTHLAND PIONEER COLLEGE BUSINESS OFFICE PO BOX 610 HOLBROOK, AZ 86025-0610 Phone: (928) 524-7600 Shipping Method: UPS Ground (2-3 days)	CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515	

Need Assistance? CDW•G SALES CONTACT INFORMATION

	Lance McMillan		(866) 222-9712		lancem@cdw.com
---	----------------	--	----------------	--	----------------

LEASE OPTIONS

FMV TOTAL	FMV LEASE OPTION	BO TOTAL	BO LEASE OPTION
\$113,855.06	\$3,021.71/Month	\$113,855.06	\$3,498.77/Month

Monthly payment based on 36 month lease. Other terms and options are available. Contact your Account Manager for details. Payment quoted is subject to change.

Why finance?

- Lower Upfront Costs. Get the products you need without impacting cash flow. Preserve your working capital and existing credit line.
- Flexible Payment Terms. 100% financing with no money down, payment deferrals and payment schedules that match your company's business cycles.
- Predictable, Low Monthly Payments. Pay over time. Lease payments are fixed and can be tailored to your budget levels or revenue streams.
- Technology Refresh. Keep current technology with minimal financial impact or risk. Add-on or upgrade during the lease term and choose to return or purchase the equipment at end of lease.
- Bundle Costs. You can combine hardware, software, and services into a single transaction and pay for your software licenses over time! We know your challenges and understand the need for flexibility.

General Terms and Conditions:

This quote is not legally binding and is for discussion purposes only. The rates are estimate only and are based on a collection of industry data from numerous sources. All rates and financial quotes are subject to final review, approval, and documentation by our leasing partners. Payments above exclude all applicable taxes. Financing is subject to credit approval and review of final equipment and services configuration. Fair Market Value leases are structured with the assumption that the equipment has a residual value at the end of the lease term.

This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at <http://www.cdwg.com/content/terms-conditions/product-sales.aspx>
For more information, contact a CDW account manager

© 2021 CDW•G LLC, 200 N. Milwaukee Avenue, Vernon Hills, IL 60061 | 800.808.4239

SAM Search Results
List of records matching your search for :

Record Status: Active
DUNS Number: 026157235

ENTITY CDW Government LLC	Status: Active
DUNS: 026157235 +4:	CAGE Code: 1KH72 DoDAAC:
Expiration Date: 09/15/2021	Has Active Exclusion?: No Debt Subject to Offset?: No
Address: 230 N Milwaukee Ave City: Vernon Hills ZIP Code: 60061-4304	State/Province: ILLINOIS Country: UNITED STATES

Request to Approve New Northeast Arizona Training Center Board Chair

Recommendation:

Staff recommends that Jeremy Raisor be appointed to serve as the NATC Board Chair.

Summary:

Vice President for Learning and Student Services, Dr. Jessica Clark, had been serving as the NATC Board Chair since August 2019. Dr. Clark resigned her position at the college on February 28, 2021, and a replacement Chair is needed. For the remainder of the 2020-2021 academic year, and for the upcoming 2021-2022 academic year, staff is recommending that Jeremy Raisor serve as the NATC Board Chair.

Jeremy Raisor has been with Northland Pioneer College since 2012, and is currently serving as the Director of Enrollment Services. On July 1, 2021, Mr. Raisor will begin his new duties as the Dean of Career and Technical Education.

Request to Approve 2021-2022 and 2022-2023 In-District Tuition & 2021-2022 Fees

Recommendation:

Staff recommends approval of the new In-District Tuition rate for the next two academic years (2021-2022 and 2022-2023) and also recommends approval of Fees for 2021-2022 as presented.

Summary:

Based on the Budget Development calendar, staff is providing proposed information on tuition and fees. Staff has developed the tuition and fee information based on Board approval of the Budget Development Guidelines, which include the following assumptions for tuition and fees:

Tuition and general fees will be set at a rate that:

- A. gives consideration to the impact on students, student enrollment, and student retention rates;*
- B. increases incrementally; and*
- C. is competitive in our market by maintaining a comparative position to the average tuition at other Arizona community colleges.*

Course fees will be set at a rate calculated to offset expendable supplies and equipment.

Tuition

Based on input from the District Governing Board, a new discounted tuition rate is being introduced for Navajo County residents. The discounted tuition rate is approximately 20% less than the In-State rate. The new "In-District" rate will also be applicable to Navajo County students enrolled in the Early College program. Other previously approved tuition rates will remain unchanged.

In March, 2020 the District Governing Board approved a three-year tuition plan that covers the academic years of 2021-2023 for in-state and out-of-state tuition. Introduction of the new discounted "In-District" tuition rate and declining enrollment will result in a decrease in tuition revenues for fiscal year 2021-2022.

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

Course Fees

Instructional staff review course fees to assure fees are based on cost of consumable supplies and other course specific expenses. Proposed course fee changes are expected to cover new courses and the increased cost of course supplies, equipment maintenance, and course-specific operational expenses. Changes in the fees are noted by bold type.

General Fees

General fees include the Media Fee, transcript fees, testing fees and other. These fees are per transaction and not assessed on a credit hour basis.

**NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
NORTHLAND PIONEER COLLEGE**

***PROPOSE NEW IN-DISTRICT RATE FOR 2021-2022 & 2022-23
ALL OTHERS TUITION RATES APPROVED MARCH 2020**

TUITION	Approved 2020-21	Approved* 2021-22	Approved* 2022-23
IN-DISTRICT (Navajo County only)	\$79 per credit hour	\$65 per credit hour	\$68 per credit hour
IN-STATE (All AZ Counties except Navajo)	\$79 per credit hour	\$82 per credit hour	\$85 per credit hour
OUT-OF-STATE	\$380 per credit hour	\$395 per credit hour	\$410 per credit hour
EARLY COLLEGE IN-DISTRICT	\$79 per credit hour	\$65 per credit hour	\$68 per credit hour
EARLY COLLEGE IN-STATE	\$79 per credit hour	\$82 per credit hour	\$85 per credit hour
EARLY COLLEGE OUT-OF-STATE	\$79 per credit hour	\$82 per credit hour	\$85 per credit hour
SENIOR CITIZENS 60 years or older	*50% of the applicable rate: In-District, In-State , or Out-of-State. (Does not apply to non-credit courses)		
CCP COURSES	*50% of the applicable rate: In-District, In-State , or Out-of-State. (Does not apply to non-credit courses)		
SUMMER SESSION COURSES	*50% of the applicable rate: In-District, In-State , or Out-of-State. (Does not apply to non-credit courses)		
WICHE WUE	150% of the In-State rate		
REFUNDS FOR TUITION	100% before 1 st day of semester and if NPC cancels the class. 50% during 1 st and 2 nd weeks of the semester. No refund after the end of the second week of the semester		
SUMMER SESSION REFUNDS	100% prior to 1 st day of session. 50% through first week of the session. No refunds after first week.		
SHORT-TERM COURSE REFUNDS	100% prior to 1 st day of session. 50% through first week of the session. No refunds after first week.		

Notes:

*50% discounts are not to be combined

Bold items indicate a change from prior year

**NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
NORTHLAND PIONEER COLLEGE
2021-2022
Course Fees**

ARTS & SCIENCES			Approved 2020-21	Proposed 2021-22
ANT	104	Biological Anthropology & Human Origins	\$40	\$40
ART	103	Basic Design	\$20	\$20
ART	105	Beginning Drawing I	\$20	\$20
ART	110	Figure Drawing I	\$20	\$20
ART	121	Digital Photography I	\$25	\$25
ART	140	Lettering	\$20	\$20
ART	150	Advertising Design	\$20	\$20
ART	155	Printmaking	\$20	\$20
ART	170	Sculpture I	\$20	\$20
ART	175	Painting	\$20	\$20
ART	180	Watercolor	\$20	\$20
ART	185	Handbuilding Pottery	\$25	\$25
ART	186	Clay Sculpture	\$25	\$25
ART	187	Raku Pottery	\$25	\$25
ART	190	Ceramics	\$25	\$25
ART	199	Photography Enrichment	\$25	\$25
ART	199	Ceramic Enrichment	\$25	\$25
ART	205	Drawing II	\$20	\$20
ART	206	Figure Drawing II	\$20	\$20
ART	220	Painting II	\$20	\$20
ART	221	Digital Photography II	\$25	\$25
ART	222	Digital Photography Practicum	\$25	\$25
ART	225	Watercolor II	\$20	\$20
ART	245	Ceramics II	\$25	\$25
ART	246	Ceramics III	\$25	\$25
ART	247	Ceramics IV	\$25	\$25
ART	280	Art Studio – 2 Dimensional	\$20	\$20
ART	281	Art Studio – 3 Dimensional	\$25	\$25
ART	289	Figurative Ceramics		\$25
BIO	100	Biological Concepts	\$40	\$40
BIO	160	Intro. to Human Anatomy & Physiology	\$40	\$40
BIO	181	General Biology I	\$40	\$40
BIO	182	General Biology II	\$40	\$40
BIO	201	Human Anatomy & Physiology I	\$40	\$40
BIO	202	Human Anatomy & Physiology II	\$40	\$40
BIO	205	Microbiology	\$40	\$40
CHM	ALL	All Courses	\$40	\$40

ARTS & SCIENCES (cont'd)			Approved 2020-21	Proposed 2021-22
ECD	ALL	ECD Permanent Number/1 cr.	\$20	\$20
ECD	ALL	ECD Permanent Number/2 cr. & 3 cr. (EXCEPT ECD 200, 222 and 250 at \$0)	\$40	\$40
EDU	281	Introduction to Structured English Immersion	\$55	\$55
FDV	130	Video Production	\$20	\$20
FDV	140	Video Editing	\$20	\$20
FDV	160	Digital Audio For Film/TV	\$20	\$20
FDV	222	Digital Video Pre-Production Applications	\$20	\$20
FDV	232	Digital Video Production Applications	\$20	\$20
FDV	242	Digital Video Post-Production Applications	\$20	\$20
GEO	111	Physical Geography	\$40	\$40
GLG	ALL	All Geology Courses	\$40	\$40
MUS	155	Music Applied (all)	\$120	\$120
POS	221	Arizona Constitution and Government	\$55	\$55
POS	222	U.S. Constitution	\$55	\$55
PHY	ALL	All Physics Courses	\$40	\$40
SPT	130	Introduction to Theatre	\$45	\$45
SPT	178	Stage Makeup	\$60	\$70
SPT	230	Video Production	\$20	\$20
SPT	240	Video Editing	\$20	\$20

Notes:

- **Bold** items indicate a change from prior year.
- 199-299 and non-credit/special interest courses have variable fees determined by the length and type of each.
- **ART 289 Figurative Ceramics will now have a fee of \$25 similar to all other ceramics courses.**
- **SPT 178 Stage Makeup is increased because of the increase in the cost of the product.**

**NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
NORTHLAND PIONEER COLLEGE
2021-2022
Course Fees**

CAREER & TECHNICAL EDUCATION			Approved 2020-21	Proposed 2021-22
AJS	102	Intensive Police Academy	\$250	\$250
ATO	ALL	All Automotive Courses except ATO116	\$100	\$100
ATO	116	Introduction to Auto and Safety	\$125	\$125
BUS	ALL	All Business Courses except BUS227	\$15	\$0
BUS	227	Medical Coding	\$0	\$40
CIS	ALL	All CIS Courses except CIS 141, CIS 142, CIS-145	\$15	\$15
CIS	141	A+ Certification Preparation I	\$100	\$150
CIS	142	Managing and Maintaining Your PC II	\$100	-
CIS	145	Network + Certification Preparation	\$100	-
CON	ALL	All Construction Courses except CON102 & CON107	\$50	\$50
CON	102	Introduction to Construction Methods	\$75	\$75
CON	107	Safety and Job Hazard Recognition	\$25	\$25
COS	ALL	All Cosmetology Courses	\$25	\$25
COS	142	Introduction to Hair Care	\$50	\$50
DRF	ALL	All Drafting Courses	\$30	\$30
EIT	All	All Energy and Industrial Technician Courses except EIT100 & EIT201	\$150	\$150
EIT	100	Introduction to Advanced Manufacturing	\$175	\$175
EIT	201	Introduction to an Industrial Environment	\$175	\$175
FRS	101	Principles of Fire and Emergency Service Administration	\$10	\$10
FRS	103	Firefighter I	\$135	\$135
FRS	105	Firefighter II	\$135	\$135
FRS	110	HazMat First Responder	\$25	\$25
FRS	126	Rope Rescue I	\$50	\$50
FRS	127	Rope Rescue II	\$50	\$50
FRS	128	Rope Rescue III	\$50	\$50
FRS	130	Incident Command System	\$10	\$10
FRS	132	Fire Investigation I	\$10	\$10
FRS	135	Fire Protection Hydraulics & Water Supply	\$10	\$10
FRS	137	Strategies and Tactics	\$10	\$10
FRS	138	Legal Aspects of Emergency Services	\$10	\$10
FRS	139	Confined Space Operations	\$30	\$30

CAREER & TECHNICAL EDUCATION (cont'd)			Approved 2020-21	Proposed 2021-22
FRS	141	Fire Service Communication	\$10	\$10
FRS	150	Wild Land Firefighter	\$25	\$25
FRS	200	Fire Behavior and Combustion	\$10	\$10
FRS	201	Fire Protection Systems	\$10	\$10
FRS	202	Principles of Emergency Services	\$10	\$10
FRS	203	Fire Prevention	\$10	\$10
FRS	207	Building Construction for Fire Prevention	\$10	\$10
FRS	208	Principles of Fire Emergency Services, Safety & Survival	\$10	\$10
INA	ALL	All Industrial Arts Courses	\$45	\$45
WLD	ALL	All Welding Courses except WLD 100 and WLD170	\$120	\$120
WLD	100	Safety and Math	\$25	\$25
WLD	170	Metal Preparation, Quality & Alignment 2	\$0	\$0

Notes:

- **Bold** items indicate a change from prior year.
- 199-299 and non-credit/special interest courses have variable fees determined by the length and type of each.
- Business courses have moved online and utilize Open Educational Resources eliminating the need for course fees with the exception of BUS 227 with requires that the business department purchase medical coding books annually for student use in the course.
- CIS charged \$100 for CIS 141 and \$100 for CIS 142, those classes are commonly taken together, so the total fee was \$200. CIS is now providing students in CIS 141 with a computer/kit to keep and that is where the cost should be absorbed. In speaking with TAS, who is providing us with disposal computers for students to keep, we agreed that \$150 was a reasonable fee for the equipment that students will be provided with.

**NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
NORTHLAND PIONEER COLLEGE
2021-2022
Course Fees**

NURSING & ALLIED HEALTH			Approved 2020-21	Proposed 2021-22
EMT	104	Healthcare Provider CPR & First Aid	\$15	\$15
EMT	130	EMT Preparation Course	\$10	\$10
EMT	131	Emergency Medical Training	\$280	\$280
EMT	133	Refresher Course - EMT Recertification	\$40	\$40
EMT	135	EMT IVC	\$75	\$75
EMT	240	Basic ECG & Pharmacy	\$30	\$30
EMT	241	ALS Refresher	\$175	\$175
EMT	246	Paramedic Training I	\$900	\$900
EMT	247	Paramedic Training II	\$900	\$950 (to cover drug screen cost)
HES	109	Phlebotomy	\$200	\$200
HES	180	Basic Pharmacology	\$10	\$10
HES	190	Human Body in Health and Disease	\$40	\$40
MDA	124	Clinical Procedures I	\$180	\$180
MDA	125	Clinical Procedures II	\$180	\$230 (to cover drug screen cost)
NAT	101	Nursing Assistant	\$90	\$140 (to cover drug screen cost)
NUR	116	LPN to RN Transition	\$425	\$425
NUR	117	Pharmacology I	\$10	\$10
NUR	118	Pharmacology II	\$10	\$10
NUR	121	Nursing I	\$425	\$425
NUR	122	Nursing II	\$425	\$425
NUR	123	Paramedic to Nurse Bridge	\$425	\$425
NUR	221	Nursing III	\$425	\$425
NUR	222	Nursing IV	\$425	\$425
NUR	291	RN Refresher Course	\$400	\$400
PHT	103	Pharmacy Technician	\$40	\$40
PHT	104	Pharmacy Technician	\$40	\$90 (to cover drug screen cost)
SGT	121	Surgical Sterile Technique and Instrumentation	\$100	\$100
SGT	122	Surgical Techniques	\$100	\$150 (to cover drug screen cost)
SGT	221	Perioperative Procedures	\$100	\$100
TMP	108	A & P with Kinesiology Techniques I	\$60	\$60
TMP	109	A & P with Kinesiology Techniques II	\$60	\$60
TMP	240	Massage Therapy Clinical Practice	\$60	\$110 (to cover drug screen cost)

Notes:

- **Bold** items indicate a change from prior year.
- Increases primarily related to increased supplies and testing fees.
- 199-299 and non-credit/special interest courses have variable fees determined by the length and type of each.
 - HES199 Forensic Phlebotomy \$200
 - NUR199 IV Cert for LPN \$65

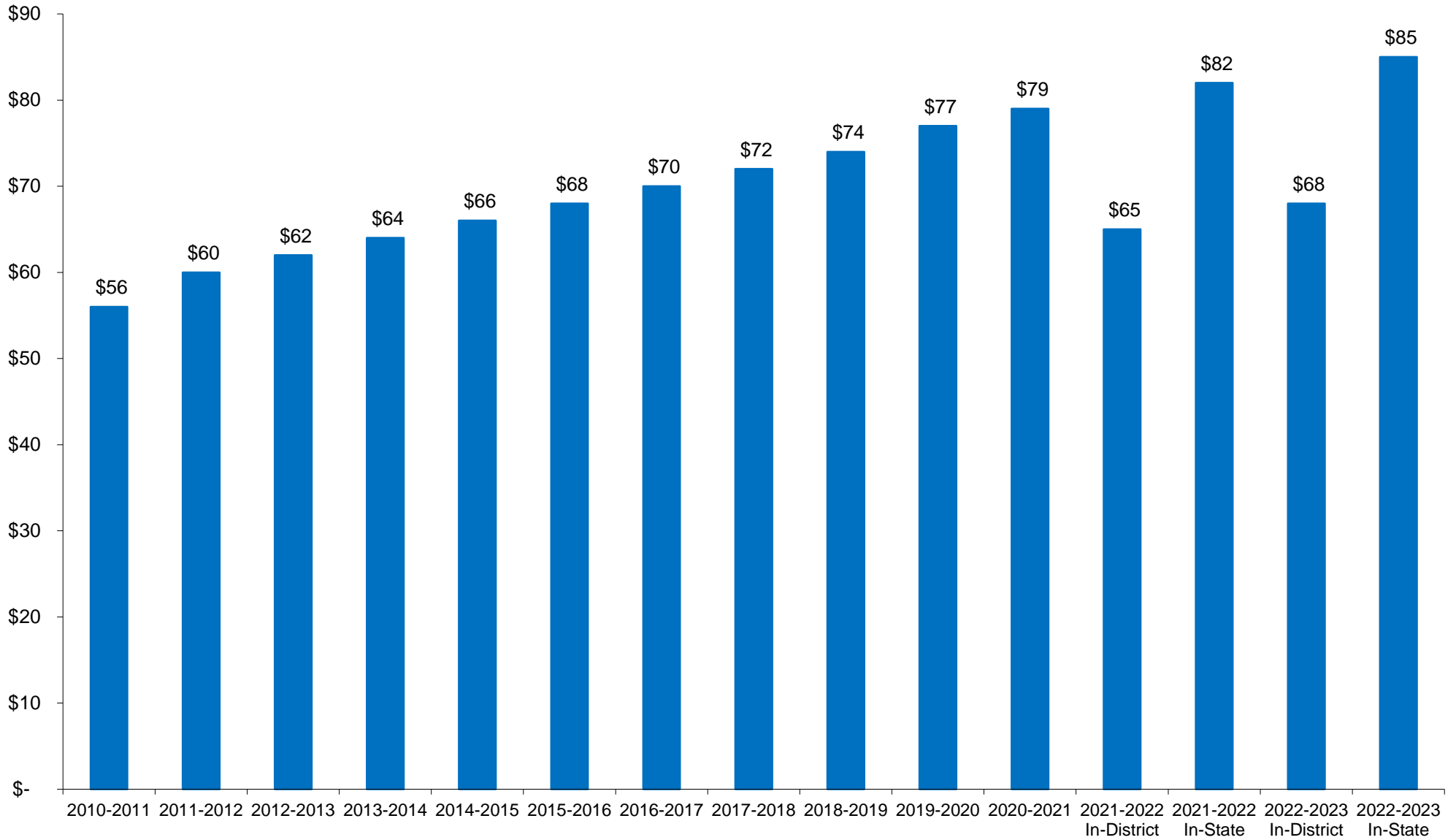
**NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
NORTHLAND PIONEER COLLEGE
2021-2022
PROPOSED**

FEES	Approved 2020-21	Proposed 2021-22
GENERAL		
Media Fee ①	\$47/semester	\$47/semester
SPECIAL		
Transcript (each) Online Order	\$10	\$10
Transcript + On Demand Fee (\$5)	\$15	\$15
Transcript (each) Paper Order	\$15	-
—Transcript + On Demand Fee (\$5)	\$20	-
Transcript (each) Priority Delivery	\$20 + current priority shipping rates	\$20 + current priority shipping rates
Diploma/Certificate Replacement	\$15	\$15
Late Registration	\$30	\$30
Credit by Exam	50% of in-state tuition rate	50% of in-state tuition rate
Credit by Evaluation ②	50% of in-state tuition rate	50% of in-state tuition rate
Credit by Evaluation Fee (non-refundable)	\$15	\$15
ACCUPLACER Testing ③	\$20	\$20
HESI Testing	\$44	\$60
NSF Check Collection	\$35	\$35
Money Card Replacement (Bank Mobile):		
ACTIVE card	\$10	\$10
INACTIVE card	\$10	\$10
Student ID Replacement Fee	\$5	\$5

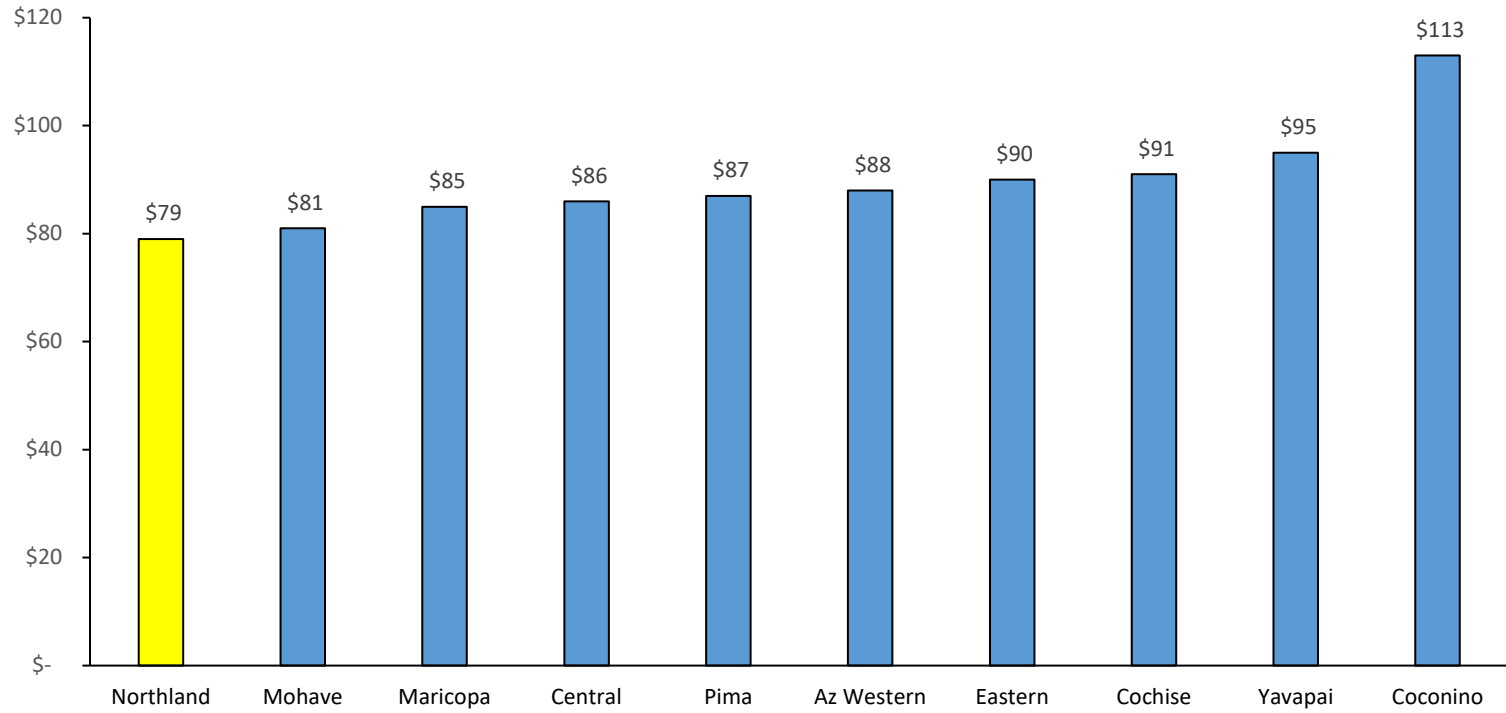
Bold items indicate a change from prior year.

- ① Assessed to all students enrolling in three (3) or more credit hours.
- ② Evaluation of Learning Certificates (Assessed Credits) from business, industry, government, and non-regionally accredited institutions without waiver agreement.
- ③ Includes up to three (3) tests.

NPC Tuition History per Credit Hour



Arizona Community Colleges FY21 Tuition per Credit Hour



Notes:

Most colleges are not proposing an increase for FY22

Request to Approve External Hearing Officers

Recommendation:

Staff recommends approval of the list of external Hearing Officers.

Summary:

College Procedure 2755 requires that the District Governing Board approve a list of acceptable hearing officers on an annual basis (Procedure 2755, ll.C). The list of Hearing Officers is provided by the college attorney and these individuals have agreed to serve if called on.

NORTHLAND PIONEER COLLEGE

List of Hearing Officers/Investigators

- **Prudence Lee**
1023 E Country Gables Dr.
Phoenix, AZ 85022
- **Pierce Coleman**
2020 North Central Ave., Suite 670
Phoenix, AZ 85004
- **Don Peters**
Peters, Cannata & Moody PLC
3030 North Third St., Suite 905
Phoenix, AZ 85012
- **C. Benson Hufford**
Hufford Horstman Mongini Parnell & Tucker, PC
Tucson, Arizona (also has an office in Flagstaff)
- **James E. Mannato**
6773 W. Olberg Rd. ·
Queen Creek, AZ 85142