

Navajo County Community College District Governing Board Meeting Minutes

June 15, 2021 – 9:00 a.m.

ZOOM

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

Governing Board Member Present by Phone:

Governing Board Member Absent: Ms. Kristine Laughter; Mr. Derrick Leslie.

Staff Present: Interim President Jeanne Swarhout; Interim Vice President for Learning and Student Services (VPLSS) Mike Solomonson; Chief Information Officer (CIO) Scott Estes; Director of Institutional Effectiveness Judy Yip-Reyes; Recording Secretary to the Board Paul Hempsey.

Others Present: David Huish; Terrie Shevat; Amelinda Webb; Chato Hazelbaker; Betsy Wilson; Richard Strickland; Donna Krieser; Jeremy Raisor; Tamara Osborne; Ruth Zimmerman; Peggy Belknap; Lia Keenan; Robert Johnson; Rickey Jackson; Gail Campbell; Curtis Stevens; Ann Hess; Wei Ma; Ann Hilliard; Frank Orona; Rebecca Hunt; Nicole Ulibarri; Gary Santillanes; Allison Landy; Jennifer Brown; Lauren Maestas.

Others Present by Phone:

Agenda Item 1: Call to Order and Pledge of Allegiance

Chair Lucero called the meeting to order at 9:00 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, and Chair Lucero voting in favor. There were no votes against.

Agenda Item 3: Call for Public Comment

None.

Agenda Item 4: Discussion Items

4.A. Standing Presentations:

4.A.1. Financial Position

Written Report

4.A.2. NPC Student Government Association (SGA)

Written Report.



4.A.3. Faculty Association

Dr. Amelinda Webb addressed the Board and informed the Board of activities the faculty would be completing during the summer.

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

Donna Krieser provided a presentation from CASO highlighting the Advising department and the work they have conducted during the pandemic.

4.A.5. NPC Friends and Family

Director Wilson addressed the Board and provided a report of recent Friends and Family activities noting that there would be no Disc Golf Tournament this year but are still hopeful that Pedal the Petrified may go ahead. Director Wilson also announced the recipients of 6 additional nursing scholarships.

4.A.6. Human Resources

Written Report.

Mr. Robinson asked if the Academic Advisor positions listed as vacant in the CASO presentation would be posted soon. Peggy Belknap noted that the Human Resources office had not received a Personnel Requisition for the positions.

4.A.7. President's Report

Interim President Swarthout addressed the Board and reported the state budget was still not approved but a "skinny" budget may be on the table.

4.B. Scholarship Report

Jeremy Raisor, Director of Enrollment Services, addressed the Board and presented on the utilization of college scholarship money, with an historical look of previous semesters.

4.C. Update of Facilities

David Huish, Director of Facilities & Vehicles, addressed the Board and provided an update on the ongoing changes to college facilities.

Mr. Robinson thanked Director Huish for the presentation but registered disappointment on the timeline for the General Education building, noting it was necessary to begin work on a consolidated Nursing and Allied Health building which is greatly needed. Director Huish noted that work on a General Education building design would begin as soon as construction of the Skills Center building would start. Richard Strickland, Construction Manager, noted that having two construction projects on the same campus at the same time posed a safety risk to students.

Chair Lucero asked why a modular building was being considered for the Winslow Childcare facility when the consensus was to move away from modular buildings. Director Huish noted that the timeframe he had been provided, of having the building operational by December 31st, required a modular solution. Dr. Swarthout noted the original plan was to fund the building from



Higher Education Emergency Relief Fund (HEERF) but newly defined rules around the funding means it is no longer an option.

Chair Lucero asked how long the building was going to last. Director Huish noted the company had told him the structure would be re-certified as new and should last 35 years. Chair Lucero opined that he would like to see that in writing from the company.

Mr. Jouen noted that the college did not seem to view the Child Care facility as a temporary building, but a long-term home. Director Huish noted that decisions on future buildings would remain with the board.

4.D. Critical Race Theory

VPLSS Solomonson addressed the Board and responded to the request from Board Member Robinson about Critical Race Theory in college curriculum.

Agenda Item 5: Consent Agenda

- A. **May 18, 2021 Budget Hearing Minutes**
- B. **May 18, 2021 Special Board Meeting Minutes**
- C. **May 18, 2021 Regular Meeting Minutes**
- D. **Intergovernmental Agreement** between Navajo County Community College District and Northern Arizona Vocational Institute of Technology (NAVIT)
- E. **Intergovernmental Agreement Amendment** between Navajo County Community College District and Apache County

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

Agenda Item 6: For Discussion and Possible Action

6A. Old Business

None.

6B. New Business

6.B.1. Request to Purchase Infant Model Patient Simulator

Ann Hilliard, Perkins Grant Coordinator, addressed the Board and presented the request to purchase an Infant Model Patient Simulator, from Laerdal Medical Corporation, at a cost of \$51,072.42 using 2021 Perkins funds.

Chair Lucero asked where the cost from Laerdal fell in the range of bids received. The bids were displayed from the packet showing it fell in the middle of the range.

Mr. Jouen made a motion to approve the purchase of the Infant Model Patient Simulator, from Laerdal Medical Corporation, at a cost of \$51,072.42 using 2021 Perkins funds. Mr. Robinson seconded. The motion carried upon a roll-call vote with Mr. Robinson, Mr. Jouen, and Chair Lucero voting in favor. There were no votes against.



6.B.2. Request to Approve Purchase of SMART Board Displays with Mounts

CIO Estes addressed the Board and presented the request to purchase SMART Board Displays, along with mounts and 2-year warranty from CCS under the Mohave Contract #20F-CCS-1003 for a total amount of \$69,068.29. CIO Estes noted that the three items he would present today were all connected to the same project.

Mr. Robinson made a motion to approve the purchase of purchase (qty 9) SMART Board Displays, along with mounts and 2-year warranty from CCS under the Mohave Contract #20F-CCS-1003 for a total amount of \$69,068.29, utilizing CARES funds. Mr. Jouen seconded.

Chair Lucero asked for clarification in which locations would receive the SMART Boards which CIO Estes provided.

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

6.B.3. Request to Approve Purchase of Cisco Telepresence Endpoints for Science Classrooms

CIO Estes addressed the Board and presented the request to purchase 8 Cisco Telepresence endpoints, with SmartNet support/maintenance for each, from CDWG. The total amount of the request would be \$203,200.62. The purchase will be made utilizing CARES funds that have been allocated to the college.

Mr. Robinson asked why Kayenta was not included in the locations. CIO Estes noted that space was limited at the Kayenta Center and the existing space and technology would need to be utilized.

Mr. Robinson made a motion to approve the purchase of 8 Cisco Telepresence endpoints, with SmartNet support/maintenance for each, from CDWG under AZ STATE PROCUREMENT CONTRACT E&I CNR01439 Catalog for a total amount of \$203,200.62, utilizing CARES funds.. Mr. Jouen seconded. The motion carried upon a roll-call vote with Mr. Robinson, Mr. Jouen, and Chair Lucero voting in favor. There were no votes against.

6.B.4. Request to Approve Purchase of Samsung 55” displays, Computers and Laptops for Science Classrooms

CIO Estes addressed the Board and presented the request to purchase 16 Samsung 55” LED displays and swivel mounts, along with various other brackets, cables, Mini Computers for our Cisco Telepresence rooms, and 20 laptops with charging cart from CDWG under AZ State Procurement Contract E&I CNR01439 Catalog. The total amount of the request is \$61,238.67 and would utilize CARES funds that have been allocated to the college.

Mr. Robinson made a motion to approve the purchase 16 Samsung 55” LED displays and swivel mounts, along with various other brackets, cables, Mini Computers for Cisco Telepresence rooms, and 20 laptops with charging cart from CDWG under AZ State Procurement Contract E&I CNR01439 Catalog for an amount of \$61,238.67, utilizing CARES funds. Mr. Jouen



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

6.B.5. July Meeting Request

Interim President Swarthout asked the Board to consider an additional meeting in July to approve a contract for the construction of the Skills Center at the White Mountain Campus.

Mr. Jouen made a motion to hold an additional meeting during July, with the date to be determined. Mr. Robinson seconded. The motion carried upon a roll-call vote with Mr. Robinson, Mr. Jouen, and Chair Lucero voting in favor. There were no votes against.

6.B.6. Approve Proposed College Strategic Goals

Jeremy Raisor presented the Broad Strategic Goals the college was recommending for Board approval.

Mr. Jouen made a motion to approve the Strategic Goals for Northland Pioneer College as presented. Mr. Robinson seconded. The motion carried upon a roll-call vote with Mr. Robinson, Mr. Jouen, and Chair Lucero voting in favor. There were no votes against.

6.B.7. Approval to Purchase Modular Building for Childcare Facility at Winslow Campus

Director Huish presented the request to reallocate funds from the Capital Budget approved for fiscal year 2022 for the purchase and installation of a Modular Building to house a Child Care facility at the Winslow campus.

VPLSS Solomonson presented the identified need for Child Care in Winslow as well as the benefits to college programs.

Mr. Jouen made a motion to approve the purchase and installation of a modular building for Child Care purposes at the Winslow Campus in an amount not to exceed \$800,000.00. Mr. Robinson seconded.

Mr. Robinson clarified that the college would be reallocating funds from the 2022 Capital Budget.

Mr. Jouen amended his motion to include the reallocation of funds from the Capital Budget. Mr. Robinson confirmed his second for the motion.

Chair Lucero asked for clarification on the total amount to be expended. Director Huish noted that he did not have a firm amount due to outstanding specifications but believed it would come under \$800,000.00.

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



6.B.8. Request to Approve Ad Astra Course Scheduling Software Purchase

Dean Ma, Dean of Instructional Innovation, reviewed the request to purchase course scheduling software from Ad Astra for a total cost of \$203,539.80 for a 5-year term. The purchase would utilize CARES funds

Mr. Robinson made a motion to approve the purchase of Ad Astra for a total cost of \$203,539.80 for a 5-year term, under AZ State Procurement Contract P18/9973L and utilizing CARES funds Mr. Jouen seconded.

Mr. Jouen asked if the amount proposed includes training and support. Dean Ma responded that both were included.

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

Agenda Item 7: DGB Agenda Items and Informational Needs for Future Meetings

None.

Agenda Item 8: Board Report/Summary of Current Event

Mr. Robinson noted a retirement gathering for Dean Belknap on June 30th at the Holbrook campus and encouraged anyone to attend and thank her for her decades of service to the college.

Mr. Jouen promoted the Winslow Astronomy Club which would resume its monthly star parties sometime in August.

Agenda Item 9: Announcement of Next Regular Meeting

Special District Governing Board meeting in July with date to be determined.

Agenda Item 10: Adjournment

The meeting was adjourned at 10:35 a.m. upon a motion by Mr. Jouen and a second by Mr. Robinson. The motion carried upon a roll-call vote with Mr. Robinson, Mr. Jouen, and Chair Lucero voting in favor. There were no votes against.

Respectfully submitted,



Paul Hempsey
Recording Secretary to the Board

