

Navajo County Community College District Governing Board Meeting Minutes

August 17, 2021 – 10:01 a.m.
Painted Desert Campus, Tiponi Community Center
2251 East Navajo Boulevard, Holbrook, Arizona

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

Governing Board Member Present by Phone:

Governing Board Member Absent:

Staff Present: President Chato Hazelbaker; Interim Vice President for Learning and Student Services (VPLSS) Mike Solomonson; Vice President for Administrative Services (VPAS) Maderia Ellison; Chief Information Officer (CIO) Scott Estes; Recording Secretary to the Board Paul Hempsey.

Others Present: Norvita Charleston; Betsy Wilson; Rickey Jackson; Gail Campbell; Allison Landy; Xander Henderson; Terrie Shevat; Jeremy Raisor; Amber Hill.

Others Present by Phone: Melody Niesen; David Borofsky; Susan Hoffman; Wei Ma.

Agenda Item 1: Call to Order and Pledge of Allegiance

Chair Lucero called the meeting to order at 10:01 a.m. and led the Pledge of Allegiance.

Agenda Item 2: Adoption of Agenda

Mr. Robinson moved to adopt the agenda as presented. Mr. Leslie seconded the motion. The motion carried upon a roll-call vote with Mr. Robinson, Mr. Jouen, Ms. Laughter, Mr. Leslie, 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

VPAS Ellison addressed the Board and presented the monthly Financial Position report, noting it covered the 12-month period from July 2020 to June 2021.

Mr. Jouen asked if there were restrictions on how Prop 207 funds could be utilized. VPAS Ellison noted that the college had not received much guidance as yet but believed it would be similar to Prop 301 monies that are used for Workforce activities.

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Northland Pioneer College

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

No Report.

4.A.3. Faculty Association

Melody Niesen addressed the Board and provided a report of Faculty activities over the summer as well as priorities and goals for the coming semester.

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

Written Report.

4.A.5. NPC Friends and Family

Director Wilson addressed the Board and provided a report of recent Friends and Family activities highlighting a number of new scholarships to assist students.

4.A.6. Human Resources

Written Report.

4.A.7. President's Report

President Hazelbaker addressed the Board and reported on the highlights from the all college Convocation that took place yesterday. President Hazelbaker also reported on the Fall Operations plan which would be finalized later in the day and offered some of the details within the plan.

Ms. Laughter asked if there were any students or employees opposing the mask mandate. President Hazelbaker responded that he has not heard of any currently.

President Hazelbaker noted that he had met with the search committee for the Chief Human Resources Officer and received their recommendation on the current lack of viable candidates and how he was considering moving forward. President Hazelbaker noted the current contributions of Amber Hill and Nicole Ulibarri who were assisting in the Human Resources area on an interim basis.

Mr. Leslie asked if there was a student perspective within the Guided Pathways discussions. President Hazelbaker responded that the group was working on adding a student, or group of students, in the Fall semester and would have them report back to the District Governing Board.

Mr. Leslie asked what the problem was with the Chief Human Resources Officer position and what has the college learned from the previous failures. President Hazelbaker provided his insight from his time at the college.

Mr. Jouen asked if the Board made the correct decision elevating the position to the Executive level. President Hazelbaker responded that the recommendation from the current search committee was to move the position back to the director level but he was currently interested in hiring a seasoned interim for the position to get another perspective. Chair Lucero noted that the issue he saw in the past with a Director position was the Executive Staff would instruct the person to do things that were contrary to way things were supposed to be done, such as hiring a



particular person for a job whether they were qualified or not. President Hazelbaker noted that Amber Hill and Nicole Ulibarri were doing a fantastic job making sure the college followed the current procedures and also ensuring they were robust and appropriate.

President Hazelbaker concluded his report with the news that enrollment looked like it would rebound a little this fall and the award of a new grant which the Board would see later in the agenda.

4.B. Assessment of Student Knowledge (ASK) Annual Report

Dr. Allison Landy, Chair of the ASK committee, addressed the Board and explained what the committee's role was in the college and the tools they utilized. Dr. Landy noted the process was interrupted by the pandemic but is still ongoing.

4.C. Quarterly Report from Institutional Effectiveness

President Hazelbaker addressed the Board and noted a written report was provided by Director Yip-Reyes in the Board packet and he was happy to answer any questions the Board may have.

4.D. Fall Retreat Date

President Hazelbaker asked the Board to consider potential dates to hold a Fall Retreat. September 28, 2021 became a potential option and Board Members were asked to reserve the time as details are finalized.

Agenda Item 5: Consent Agenda

- A. **July 20, 2021 Board Meeting Minutes**
- B. **2021-22 TALON Intergovernmental Agreements** between Navajo County Community College District and Blue Ridge USD; Ganado High School; Heber-Overgaard USD; Holbrook USD; Hopi Jr/Sr High School; Show Low USD; Snowflake USD; Whiteriver USD; and Winslow USD.

Mr. Robinson moved to approve the Consent Agenda as presented. Mr. Leslie seconded the motion. The motion carried upon a roll-call vote with Mr. Robinson, Mr. Jouen, Ms. Laughter, Mr. Leslie, 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. Board Member Travel for ACCT Leadership Congress

President Hazelbaker announced that two Board Members had tentatively registered for the Association of Community College Trustees (ACCT) Leadership Congress taking place in San Diego and requested the Board, per policy, approve the travel required for attendance.

Mr. Robinson made a motion to approve the Travel for two Board Members to attend the ACCT Leadership Congress in San Diego. Mr. Leslie seconded. The motion carried upon a roll-call



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

6.B.2. Request to Approve Welding RFP Results

Jeremy Raisor, Dean of Career and Technical Education, addressed the Board and reviewed the results from the recent Welding Request for Proposals (RFP) issued by the college for welding supplies noting they would both be renewable for up to 4 additional years.

Chair Lucero asked why the contract was split this way. Dean Raisor noted this was to allow the college the look at the options and make the best decision on supplies. Chair Lucero asked who gets to pick which supplier is utilized. Dean Raisor noted that it would ultimately be the person ordering. President Hazelbaker noted the pricing of items was shown and the vendor with the lowest option should be the first choice, assuming they have the item available. Mr. Jouen noted having a back-up vendor was good for the college.

Mr. Jouen made a motion to award a contract, renewable for four (4) additional years, to Praxair Distribution, Inc. for welding equipment and supplies and also award a secondary contract, renewable for four (4) additional years, to Sentry Fire & Welding Supply. Mr. Robinson seconded. The motion carried upon a roll-call vote with Mr. Robinson, Mr. Jouen, Ms. Laughter, Mr. Leslie, and Chair Lucero voting in favor. There were no votes against.

6.B.3. Request to Accept FIPSE Grant

Dr. Wei Ma, Dean of Instructional Innovation, addressed the Board and reviewed the request to accept a Fund for the Improvement of Postsecondary Education (FIPSE) grant award.

Mr. Leslie made a motion to accept the grant awarded through the US Department of Education: Fund for the Improvement of Postsecondary Education (FIPSE) in the amount of \$1,212,246 as presented. Mr. Robinson seconded. The motion carried upon a roll-call vote with Mr. Robinson, Mr. Jouen, Ms. Laughter, Mr. Leslie, and Chair Lucero voting in favor. There were no votes against.

6.B.4. Request to Approve DualEnroll Software Purchase

Dr. Wei Ma thanked the Board for accepting the grant funds and reviewed the request to purchase DualEnroll software utilizing the newly accepted grant funds.

Mr. Jouen made a motion to approve the purchase DualEnroll software for a total amount of \$212,555.74 for a 5-year term. Mr. Leslie seconded.

Mr. Jouen asked if the purchase met the sole source guidelines. Dean Ma noted that the college had completed the procurement process laid out in procedure and the purchase met the sole source requirements. VPAS Ellison noted that the Procurement area of the college asked the same questions and were happy with the answers provided, signing off on the purchase.

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



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

Mr. Robinson noted he had met with a member of the public who registered a complaint that the college does not offer a Human Behavioral Degree and asked staff to investigate the viability of such a program.

Mr. Leslie asked for regular updates on the construction projects.

Mr. Jouen asked for an in-depth Enrollment report whenever it could be available.

Agenda Item 8: Board Report/Summary of Current Event

None.

Agenda Item 9: Announcement of Next Regular Meeting

Regular District Governing Board meeting on Tuesday, September 21, 2021 at 10 a.m.

Agenda Item 10: Executive Session: Pursuant to ARS 38-431.03(A)(1) – the District Governing Board may vote to enter Executive Session for Discussion on the President’s Assignment

At 11:26 p.m. Mr. Robinson made a motion for the Board to go into Executive Session. Mr. Leslie seconded the motion. The motion carried upon a roll-call vote with Mr. Robinson, Mr. Jouen, Ms. Laughter, Mr. Leslie, and Chair Lucero voting in favor. There were no votes against.

At 12:27 p.m. The Board moved back into regular session and adjourned from executive session upon a motion by Mr. Robinson, seconded by Mr. Jouen. The motion carried upon a roll-call vote with Mr. Robinson, Mr. Jouen, Ms. Laughter, Mr. Leslie, and Chair Lucero voting in favor. There were no votes against.

Agenda Item 11: Adjournment

The meeting was adjourned at 12:28 p.m. upon a motion by Mr. Jouen and a second by Mr. Leslie. The motion carried upon a roll-call vote with Mr. Robinson, Mr. Jouen, Ms. Laughter, Mr. Leslie, and Chair Lucero voting in favor. There were no votes against.

Respectfully submitted,



Paul Hempsey
Recording Secretary to the Board

