

Notice of Public Meeting

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the Navajo County Community College District Governing Board (Board) and to the general public that the Board will hold a regular District Governing Board Meeting open to the public on April 19, 2011, beginning at 11:00 a.m. Further notice is given that the Board will hold a Study Session open to the public beginning at 9:30 a.m. All sessions will be held at the Northland Pioneer College Painted Desert Campus, Tiponi Community Center meeting room, located at 2251 E. Navajo Blvd., Holbrook, Arizona.

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 Russell Dickerson at the above address or telephone number at least 24 hours prior to the scheduled time.

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

I, Russell Dickerson, certify that this notice of public meeting, prepared pursuant to A.R.S. § 38-431.02, was posted on the 18th day of April at 9:00 a.m.

Russell Dickerson, Recording Secretary to the Board

Notice
Distribution

1. WHITE MOUNTAIN INDEPENDENT NEWSPAPER
2. HOLBROOK TRIBUNE-NEWS & SNOWFLAKE HERALD NEWSPAPERS
3. NAVAJO TIMES
4. NAVAJO-HOPI OBSERVER
5. KINO RADIO
6. KNNB RADIO
7. KQAZ/KTHQ RADIO
8. KRVZ RADIO
9. KTNN RADIO
10. KUYI RADIO
11. KWKM RADIO
12. WHITE MOUNTAIN RADIO
13. NPC WEB SITE
14. NPC ADMINISTRATORS AND STAFF
15. NPC FACULTY ASSOCIATION PRESIDENT
16. NPC CLASSIFIED AND ADMINISTRATIVE SUPPORT ORGANIZATION PRESIDENT
17. NPC STUDENT GOVERNMENT ASSOCIATION PRESIDENT



Northland Pioneer College

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Governing Board Study Session Agenda¹

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

Date: April 19, 2011

Time: 9:30 a.m.

<u>Item</u>	<u>Description</u>	<u>Resource</u>
1.	Request to Approve the 2011-2012 Preliminary Budget (T3) ----- (Action)	Vice President Hatch
2.	Request to Approve the 2011-2012 Wage and Salary Schedules (T4) --- (Action)	Vice President Hatch
3.	Request to Approve Revised Employment Contracts (T5) ----- (Action)	Vice President Hatch
4.	Request to Issue RFP for Aspen Center Canopy Project (T6) ----- (Action)	Vice President Hatch
5.	Request to Approve Purchase of Cisco Networking Equipment (T7) --- (Action)	Director Bishop
6.	Request to Approve Data/Network Service Contract (T8) ----- (Action)	Director Bishop
7.	Curriculum: Request to Approve Program Deletion (T9) ----- (Action)	Vice President Vest

¹ The District Governing Board may consider any item on this agenda in any order and at any time during the meeting.



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Governing Board Meeting Agenda¹

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

Date: April 19, 2011

Time: 11:00 a.m.

<u>Item</u>	<u>Description</u>	<u>Resource</u>
1.	Call to Order and Pledge of Allegiance -----	Chairman Jeffers
2.	Adoption of the Agenda (T1) ----- (Action)	Chairman Jeffers
3.	Call for Public Comment -----	Chairman Jeffers
4.	Reports	
	A. Financial Position (T10) -----	Vice President Hatch
	B. NPC CASO -----	Ina Sommers
	C. NPC Faculty Association -----	Gary Mack
	D. NPC Student Government Association -----	Jake Hinton
	E. NPC Foundation -----	Lance Chugg
	F. Alumnus of the Month Award -----	Ann Hess
	G. Small Business Development Center -----	Tracy Mancuso
5.	Consent Agenda ----- (Action)	Chairman Jeffers
	A. March 15, 2011 Study Session Minutes (T2)	
	B. March 15, 2011 Regular Board Meeting Minutes (T2)	
6.	Old Business	
	A. Legal Issues for Board Members (Informational) -----	Don Peters
7.	New Business	
	A. Request to Approve the 2011-2012 Preliminary Budget (T3) ----- (Action)	Vice President Hatch
	B. Request to Approve the 2011-2012 Wage and Salary Schedules (T4) - (Action)	Vice President Hatch
	C. Request to Approve Revised Employment Contracts (T5) ----- (Action)	Vice President Hatch
	D. Request to Issue RFP for Aspen Center Canopy Project (T6) ----- (Action)	Vice President Hatch
	E. Request to Approve Purchase of Cisco Networking Equipment (T7) - (Action)	Director Bishop
	F. Request to Approve Data/Network Service Contract (T8) ----- (Action)	Director Bishop
8.	Standing Business	
	A. Curriculum: Request to Approve Program Modification and Deletion (T9) --- ----- (Action)	Vice President Vest
	B. Enrollment Update (T11) -----	Vice President Vest
	C. Strategic Planning and Accreditation Steering Committee Report -----	Director Bishop
	D. Human Resources Update (T12) -----	Dan Wattron
9.	President's Report -----	President Swarthout
10.	Board Report/Summary of Current Events -----	Board Members
11.	Announcement of Next Regular Meeting ----- May 17, 2011	Chairman Jeffers
12.	Adjournment ----- (Action)	Chairman Jeffers

¹ The District Governing Board may consider any item on this agenda in any order and at any time during the meeting. The District Governing Board may take action to approve, or may take other action, regarding all items of New Business, Old Business, Standing Business, or the President's Report.



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Navajo County Community College District Governing Board Study Session Minutes

March 15, 2011

2251 East Navajo Boulevard, Holbrook, Arizona, 86025

Governing Board Members Present: Bill Jeffers, Ginny Handorf, Louella Nahsonhoya, E.L. Parsons and Daniel Peaches.

Staff Present: President, Jeanne Swarthout; Vice President, Blaine Hatch; Vice President, Mark Vest; Director, Eric Bishop; Recording Secretary to the Board, Russell Dickerson.

Reports:

1. Study Session Agenda Item 1.: Assignment of New HLC Liaison to NPC (Informational) – President Swarthout

Dr. Swarthout reported that in response to a request made approximately two months ago, the Higher Learning Commission (HLC) has assigned Eric Martin to serve as the new HLC Liaison to NPC. Dr. Swarthout anticipates many discussions with Mr. Martin as he becomes familiar with NPC and noted that college personnel will meet with him in Chicago while attending the April HLC Annual Conference.

2. Agenda Item 7.A: Request to Approve Resolution (Action) – President Swarthout

Dr. Swarthout presented the request to approve the resolution in support of the Arizona Community College Long Term Strategic Vision. Dr. Swarthout explained that the community college presidents have accepted the Strategic Vision document and wanted their respective district governing boards to have the opportunity to support it as well. Dr. Swarthout explained that the resolution consists of general statements of support highlighting the need for a statewide long term strategic vision; the three strategic vision critical goals – access to education and training, improved retention and greater completion and transfer; as well as important core metrics and key indicators of progress toward the three critical goals. Dr. Swarthout added that the community college long term strategic vision responds to the needs of the public, the legislature and the need to improve educational institutions. Responding to a Board member question, Dr. Swarthout explained that the Community College Strategic Vision has been approved by all community college districts, except Pima, who did not attend the meeting in which ACCPC took formal action. Dr. Swarthout explained that following agreement on the general direction for the strategic vision document, the community college districts worked for several months to align definitions and metrics of performance so future reports will be comparable across all districts. Dr. Swarthout explained that ACCPC will eventually go public with the strategic vision document through a strategic vision website that will link to the websites of individual community college districts. Dr. Swarthout added that the community college will now need to meet with ABOR in order to align metrics and work toward the eventual goal of being able to substitute community college visions and metrics for reports currently required by the state. Dr. Swarthout stated that she expects that the strategic vision metrics will provide valuable information that will be incorporated into future HLC accreditation portfolios and projects.

3. Study Session Agenda Item 3.: Employee Related Expenses (Informational) – Vice President Hatch

Mr. Hatch provided an overview of employee related expenses incurred by the college for Arizona State Retirement System (ASRS) matching contributions and employee healthcare coverage. Mr. Hatch noted that employee related expenses and wages account for between two-thirds and three-fourths of the general fund budget. Mr. Hatch reported that ASRS has already announced a 0.9% increase in FY 2012 contribution rates for employees and employers. Mr. Hatch added that the announced FY 2012 contribution rate of 10.75% will result in a college budget impact of approximately \$110,000.

Mr. Hatch reported that the health insurance trust the college belongs to is operating well and will be able to reduce the impact of anticipated double-digit increases in healthcare costs. Mr. Hatch reported that the Trust has finalized a 5.1% increase in the employer cost for a FY2012 budgetary impact of approximately \$60,000. Mr. Hatch explained that employees with basic coverage for a spouse or children will see an annual increase of \$312, or approximately \$27 per month and employees with basic family coverage will see an annual increase of approximately \$400, or \$33



per month. Mr. Hatch added that basic coverage for employees is paid for by the college and a second premier plan, consisting of a better benefit structure, is also available for employees who are responsible for covering the difference in cost above that of the basic plan paid for by the college. Mr. Hatch reported that employees covered by the premier plan will see a cost increase of 7% which raises the employee coverage cost to \$114 per month. Mr. Hatch reported that an employee with premier coverage for a spouse or children will see an annual increase of \$570, or \$48 per month and premier plan coverage for families will increase annually by \$708, or \$59 per month. Mr. Hatch pointed out that when the premier plan was first offered, approximately half of the employees in the Trust opted for the enhanced coverage. Mr. Hatch reported that currently, only one-third of employees covered by the Trust opt for the premier plan. Mr. Hatch anticipates that participation in the premier plan will continue to decline as the price difference between the basic and premier plans continues to grow. Mr. Hatch presented consumer price index (CPI) information and noted that increases in food and fuel costs are also affecting employees. Mr. Hatch noted that approximately 2% of the increases in healthcare costs are a result of the expected additional costs related to implementation of the National Healthcare Act.

4. Study Session Agenda Item 4.: Restoration of Wage and Salary Schedule (First Read) – Vice President Hatch

Mr. Hatch reported that due to the State budget situation over the last two years, the economic downturn and college budget projections, the Board approved a 2% decrease in college wages and salaries for the 2010-11 academic year. Mr. Hatch presented comparative information from other Arizona community college districts and noted that for 2010-11, NPC was the only college to institute a compensation decrease or freeze wages and that many districts opted to increase compensation equal to increases in ASRS contributions which resulted in no relative change to employee take home pay. Mr. Hatch noted that for the upcoming fiscal year, many district are expected to take a similar approach and increase employee compensation to offset increases in ASRS contribution rates. Mr. Hatch pointed out that some districts are considering compensation increases above ASRS contribution rate increases in an effort to address increased employee healthcare costs. Mr. Hatch briefly outlined possible approaches some districts are considering to adjust compensation by altering work schedules for staff members, revising pay schedules for faculty members, granting additional pay steps to employees to avoid compensation “leap-frogging” by new employees, as well as adjustments to policies on annual leave for employees. Mr. Hatch presented the staff recommendation to return to the compensation levels in the 2009-10 salary schedule which will be presented to the Board for formal action in April. Mr. Hatch noted that the proposed salary increase would result in a straight 2% increase for faculty and exempt staff. Hourly employees would receive increases in the range of 1.2% to 2% based upon their placement on the non-exempt and technical/skilled staff pay schedules. Mr. Hatch added that a reversion to the 2009-10 salary schedule will cost the college approximately \$210,000 to implement.

Responding to a question from Mr. Parsons, Mr. Hatch explained that the college did not increase wages last year to compensate for increased ASRS contributions or healthcare costs paid by the employee but did cover the additional employer costs for both. Mr. Hatch added that the expected employer costs for ASRS and healthcare would total approximately \$170,000 and when added to the \$210,000 in wages, would result in a total increased cost to the college in the amount of \$380,000 for the upcoming fiscal year. Mr. Hatch explained that an appropriations bill has not emerged from the legislature and reported that Chief Business Officers across the state anticipate that community college funding levels will not deviate substantially from levels outlined in the Governor’s budget proposal. Dr. Swarthout added that the universities and K12 schools will likely receive additional budget cuts and currently, there has been no discussion of further cuts to community colleges which for NPC total approximately \$2.1 million. Mr. Parsons expressed concern over being asked to make budget impacting decisions in light of expected additional budget reductions made by the legislature. Dr. Swarthout explained that all community colleges are in the same phase of budget development and are being asked to make decisions regarding tuition, without a finalized state budget in place, in accordance to an established timeline that will allow schools to process Federal student financial aid for the upcoming year. Responding to a question from Chairman Jeffers, Dr. Swarthout confirmed that the college has, through carefully planning, positioned itself early and well to be able to make budget decisions and any necessary adjustments in the current budget environment.

5. Study Session Agenda Item 5.: Preliminary Budget Analysis (Informational) – Vice President Hatch

Mr. Hatch reported that the first six items on the budget development calendar have been completed and that the Board is scheduled to take approve tuition and fee schedules, receive the preliminary budget analysis and receive a wage and salary recommendation during the March 15, 2011 DGB study session. Mr. Hatch presented the 2011-



2012 preliminary budget analysis and noted that the college continues to develop spending priorities that have strong linkages with the college strategic plan. Mr. Hatch reported that the maximum 2011-12 primary property tax levy totals \$12.71 million, an increase of \$772,000 above current budget levels. Mr. Hatch pointed out that it is important for the college to continue to seek the maximum allowable levy increase and added that to do so helps emphasize the importance of equalization funding in funding higher education in rural communities.

Mr. Hatch reported that the estimated 2011-2012 tuition revenue, which is based upon approval of the proposed \$4 per credit hour tuition increase, totals \$4.2 million, a \$435,000 decrease from 2010-11 levels budgeted for tuition. Mr. Hatch pointed out that this net decrease in tuition revenue is a result of not hitting budgeted tuition levels for the current year. Mr. Hatch reported that previously, out-of-county reimbursements have been included in the tuition revenue budget line. Mr. Hatch explained that out-of-county reimbursements now have a separate budget line and appear in the budget analysis as an increase. Responding to a question from Mr. Parsons, Mr. Hatch reported that NPC charges \$6,436 per FTSE for out-of-county students and explained that, the college receives reimbursement, as outlined in State statute, from the student's county, for all costs minus any State aid.

Mr. Hatch reported that State operating and equalization aid for 2011-12 is estimated to total \$8,172,000 which reflects a decrease in funding of just over \$2 million. Mr. Hatch anticipates no changes in budget amounts for investment earnings, grants and contracts. Mr. Hatch reported that total 2011-2012 revenue is estimated to be \$26.657 million, a decrease of \$1.105 million from current year budget levels. Mr. Hatch reported that general fund transfers to other funds will remain at \$3.3 million, the general fund contingency will be \$3 million, an increase of \$1 million, and general fund expenditures will be \$20.3 million, a decrease of \$2 million. Mr. Hatch stated that previous adjustments to college operations, made in preparation for budget cuts that did not occur, has allowed that college to build reserves that will, at some future point in time, be required to continue to fund college operations.

Mr. Hatch presented Board members with two revenue trend scenarios that provided a long term revenue perspective and highlighted possible changes to state aid, tuition and property tax revenue streams. Mr. Hatch explained that the two funding scenarios assume annual 2% increases in the primary property tax levy total plus growth for new construction, annual 4% increases in tuition, expenditure growth at 5% annually, as well as relatively stable enrollment levels. In both scenarios, continued state aid reductions necessitate the expenditure of a small amount of cash reserves in 2013. An eventual elimination of state aid beginning in 2014 would require use of increasingly higher levels of cash reserve expenditure through 2017 in order to maintain levels of service comparable to what the college currently offers. Mr. Hatch noted that the ability to replace declining state aid with cash reserves would allow the college to make gradual changes to operations thereby avoiding sudden changes to services that would dramatically impact students.

Mr. Hatch reported that unrestricted plant fund revenue, which is limited to transfers from the general fund, is not expected to change and that the expenditure target for the unrestricted fund will be \$2 million. Addressing the restricted fund, Mr. Hatch reported that the transfer from the general fund will remain the same and the college may see opportunities for growth in restricted fund revenue and expenditures as the college seeks more grant opportunities and sees an increase in federal financial aid awards. Mr. Hatch reported that the general fund transfer to the auxiliary fund will not change and reminded Board members that Community Services and Business and Industry Training are now being operated out of the auxiliary fund.

Dr. Swarthout reported that an additional \$70 million to \$75 million cut to universities is a possibility. Mr. Hatch added that he does not expect any additional cuts to community colleges. Mr. Hatch reported there is the possibility that the State will roll over the fourth quarter installment of funding and explained that while this would impact current year cash flow, the college would, in the long term, be able to make the necessary budgetary adjustments. Mr. Hatch reported that Getting AHEAD work groups are currently exploring methods of changing how universities and community colleges are funded and added that equalization aid is being targeted as an incorrect and unfair approach to funding. Mr. Hatch reported that the expenditure limitation will not be an issue for the college in the foreseeable future.

Responding to a question from Mr. Parsons, Mr. Hatch explained that for this year, revenues are expected to exceed expenditures and that the college continues to build reserves with the expectation that the college will have to tap



reserves in order to maintain levels of service comparable to current levels. Mr. Hatch added that building cash reserves also serves to offset the elimination of state capital funding. Responding to a question from Chairman Jeffers regarding cash reserves, Mr. Hatch confirmed that the current level of reserves would allow the college to operate as it currently does for a period of 9 to 10 months.

6. Agenda Item 7.B.: Request to Approve Adjustment to FY 2009-10 Adopted Budget – Vice President Hatch
Mr. Hatch explained that the expenditure limitation report shows that NPC expenditures totaled \$15,515,610 which is approximately \$1.3 million below the 2009-10 expenditure limit. Mr. Hatch explained that the expenditure limit relies solely on budgeted amounts, not actual expenditure amounts, and this necessitates the annual adjustment of the adopted budget to reflect actual expenditures in order to maximize expenditure limitation capacity. Mr. Hatch presented the staff recommendation to approve adjustment to the 2009-10 adopted budget to align total budgeted expenditures million with actual total expenditures in the amount of \$24.4 million. Mr. Hatch explained that the proposed adjustments, particularly in the general fund, are large due to dramatic changes the college instituted to reduce expenditures following budget adoption.

7. Agenda Item 7.C.: Request to Approve 2011-2012 Tuition and General Fees – Vice President Hatch
Mr. Hatch reported that the proposed 2011-2012 tuition schedule has not changed since discussions held at the February DGB study session and the general fee schedule now reflects the addition of a replacement money card fee as presented and discussed in February. Addressing the proposed tuition schedule, Mr. Hatch reported that staff recommends a \$4 per credit hour tuition increase, from \$56 to \$60 for Navajo and Apache County students. Mr. Hatch reported that the proposed out-of-state tuition rate will increase from \$95 to \$100 per credit hour for 1 to 6 credit hours and increase from \$275 per credit hour to \$295 per credit hour for 7 credit hours and beyond. Mr. Hatch reported that the proposed tuition schedule does not call for any change to the senior citizen tuition rate or refund procedures. Mr. Hatch reviewed historical tuition data and noted that since 2006-07, the college has instituted steady \$4 per credit hour increases. Mr. Hatch presented comparative tuition and general fee information for all Arizona community college districts which showed that the proposed 2011-2012 tuition rate of \$60 per credit hour would give NPC second lowest full time annual tuition rate of \$1,870 and the lowest per credit hour tuition and general fee rate of \$62.

Mr. Parsons asked Mr. Hatch to explain how Apache County residents and Navajo County residents are charged for receiving educational services. Mr. Parsons expressed concern over increasing tuition for Navajo County students and asserted that Apache County residents receive educational services that are subsidized through Navajo County property taxes. In response, Mr. Hatch stated that educational services offered in Apache County are paid for in total by Apache County according to the intergovernmental agreement. Mr. Hatch explained that in addition to the upfront cost included in the intergovernmental agreement, an analysis is performed annually to ensure that additional educational costs for Apache County students are captured and paid for totally by Apache County. Mr. Hatch explained that Navajo County residents, through their support of the college with taxpayer dollars, receive a higher level of service at four full service campuses and three centers located within Navajo County. Mr. Hatch added that the Apache County pays a premium for Apache County residents to receive educational services at Navajo County locations. Addressing the question of whether or not to increase tuition, Mr. Hatch explained that at some point, the college will become more reliant on tuition revenue and continuing to institute steady increases will serve to prevent dramatic tuition increases that would greatly impact students. Mr. Parsons reiterated his concern over raising tuition in the face of increasing taxes and unemployment in Navajo County. Chairman Jeffers, having been involved in discussions with Apache County, stated that he is convinced Apache County is paying for all educational services its students receive.

8. Agenda Item 7.D.: Request to Approve 2011-2012 Course Fees – Vice President Hatch
Due to a lack of time remaining in study session, Agenda Item 7.D. deferred to the regular meeting.

9. Agenda Item 7.E.: Request to Approve Internet Service Contracts – Director Bishop
Due to a lack of time remaining in study session, Agenda Item 7.E. deferred to the regular meeting.

10. Agenda Item 8.A.: Request to Approve Program Modifications – Vice President Vest
Due to a lack of time remaining in study session, Agenda Item 8.A. deferred to the regular meeting.



Study session ended at 10:52 a.m.

Respectfully submitted,

Russell Dickerson
Recording Secretary to the Board

Bill Jeffers
Chairman

Ginny Handorf
Secretary to the Board



Navajo County Community College District Governing Board Meeting Minutes

March 15, 2011 – 11:00 a.m.

2251 East Navajo Boulevard, Holbrook, Arizona, 86025

Governing Board Member Present: Bill Jeffers, Ginny Handorf, Louella Nahsonhoya, E.L. Parsons and Daniel Peaches.

Staff Present: President, Jeanne Swarthout; Vice President, Blaine Hatch; Vice President, Mark Vest; Information Services Director, Eric Bishop; Recording Secretary to the Board, Russell Dickerson.

Others Present: Ann Hess, Everett Robinson, Beulah Bob-Pennypacker, Eric Henderson, Linda Kor, Peggy Belknap, Hallie Lucas, Karalea Cox, MiAnna Tyler, Rene Chase Begay, Matt Weber, Brian Burson, Terrie Shevat, Ben Poortstra, Bryan Baker and Alan Cramp.

Agenda Item 1: Call to Order and Pledge of Allegiance

Chairman Jeffers called the meeting to order at 11:05 a.m. Ms. Handorf led the Pledge of Allegiance.

Agenda Item 2: Adoption of Agenda

Mr. Peaches moved to adopt the agenda as presented with the provision that the Board reserve the option to address items so as to accommodate guests attending the meeting. Ms. Handorf seconded the motion. *The vote was unanimous in the affirmative.*

Agenda Item 3: Call for Public Comment

None.

Agenda Item 6.A: College Service Award for A.T. Siquah (See Agenda Item 2: Adoption of Agenda)

Chairman Jeffers announced that an honored guest, Mr. A.T. Siquah, former District Governing Board member representing District #2, was in attendance. Chairman Jeffers applauded Mr. Siquah's service to the County and the College. Chairman Jeffers, on behalf of the Board and staff and students, presented Mr. Siquah with a Certificate of Appreciation for his service on the Navajo County Community College District Governing Board. Following photographs with Board members, Dr. Swarthout thanked Mr. Siquah for his service to the college. Mr. Siquah stated that he most appreciated the opportunity to serve District #2 constituents and is proud that the college is able to offer educational services to Hopi residents. Mr. Siquah thanked the Board and staff members for the recognition.

Agenda Item 4: Reports

4.A. – Financial Position – Vice President Hatch

Mr. Hatch presented the financial position report through the end of January 2011 and noted that nearly 60% of the budget period has expired. Mr. Hatch reported that property tax receipts through January totaled about \$500,000 and total collections for the year are at 63% and track exactly with expectations for this time of the year. Mr. Hatch added that April and May collections typically round out property tax collections for the year and he anticipates that the historical trend will hold this year. Mr. Hatch reported that the first three quarterly payments of state aid have been received and the fourth quarter distribution is scheduled for April. Mr. Hatch reported that tuition revenue is below expectations for this point in the year and added that he does not expect tuition revenue budget figures to be met. Mr. Hatch reiterated that out of county reimbursements are now shown on a new budget line having been pulled out of the tuition revenue line, and are expected to total \$600,000 this year. Mr. Hatch



reported that 71% of revenues have been collected with 60% of the budget period expired and expenditures are at 44% and indicative of the efforts of the college to reduce costs. Mr. Hatch reported that the restricted fund revenues and expenditures are balanced at 75% and auxiliary fund revenues and expenditures are at 46% and 36%, respectively. Mr. Hatch reported that net cash for all activities totals just over \$9 million. Mr. Hatch reported that February tuition revenue is at expected levels. Responding to a question from Chairman Jeffers, Mr. Vest explained that despite lower enrollments, per class enrollment has increased largely due to an overall reduction in sections offered. Responding to a question from Mr. Parsons, Mr. Hatch stated that college revenues would total approximately \$27.7 million, provided the fourth quarter installment of aid is received, with expenditures forecasted to total \$19.6 million.

4.B. – NPC CASO – Ina Sommers

No report.

4.C. – NPC Faculty Association – Brian Burson

Brian Burson, NPC Faculty Association President Elect, reported that he was selected to attend a Partnership for Assessment of Readiness for College and Careers (PARCC) conference in Florida last month. Mr. Burson explained that Arizona is one of 25 states working together to determine what sequence of common courses are necessary for students to graduate from high school, fully prepared to enter credit bearing college courses. Mr. Burson reported that a clear pathway for mathematics was not determined as many states have differing definitions of credit bearing college courses. Mr. Burson explained that this is an ongoing process and that the immediate challenge will be to assess student learning so that work may continue in future PARCC conferences. Dr. Swarhout thanked Mr. Burson for representing the college and Arizona in this important task.

4.D. – NPC Student Government Association – Jake Hinton

No report. Ms. Handorf noted that the SGA Talent Show will take place on Saturday, March 19, 2011 at 7:00 p.m. and added that she was persuaded to be a participant.

4.E. – NPC Foundation – Lance Chugg

No report.

Agenda Item 5: Consent Agenda

Mr. Parsons moved to approve the Consent Agenda as presented. Ms. Handorf seconded the motion. *The vote was unanimous in the affirmative*

Consent Agenda (Action):

- A. February 15, 2011 Study Session Minutes
- B. February 15, 2011 Regular Board Meeting Minutes
- C. 2010-2011 Dual Enrollment Intergovernmental Agreement Between the Navajo County Community College District and Round Valley Unified School District No. 10

Agenda Item 6: Old Business

None.

Agenda Item 7: New Business

7.A. – Request to Approve Resolution – President Swarhout

Dr. Swarhout presented the request to approve the resolution in support of the Community College Long Term Strategic Vision as discussed in study session. Dr. Swarhout reported that Arizona Community College Presidents' Council members worked long and hard to develop the strategic vision document which represents an important step forward in representing the Arizona community colleges. Ms. Handorf moved to approve the



resolution in support of the Arizona Community College Long Term Strategic Vision as presented. Ms. Nahsonhoya seconded the motion. ***The vote was unanimous in the affirmative.***

7.B. – Request to Approve Adjustment to FY 2009-10 Adopted Budget – Vice President Hatch

Mr. Hatch presented the staff recommendation to adjustment to the FY 2009-10 adopted budget as discussed in study session. Mr. Hatch explained that the expenditure limit report showed college \$1.3 million below the statutory limitation and that nearly \$3.3 million is eligible to be carried over for future use. Mr. Parsons moved to approve the adjustment to the FY 2009-10 adopted budget as presented. Mr. Peaches seconded the motion. ***The vote was unanimous in the affirmative.***

7.C. – Request to Approve 2011-2012 Tuition and General Fees – Vice President Hatch

Mr. Hatch presented the staff recommendation to approve the 2011-2012 tuition and general fee schedule discussed in study session. Mr. Hatch explained that the proposed tuition and fee schedule includes a \$4 per credit hour tuition increase for in-state and Apache County students and a new general fee to cover replacement of lost student aid money cards. Mr. Hatch explained that even with the proposed tuition increase, NPC would still have the lowest per credit hour tuition rate and second lowest full time tuition cost in Arizona. Mr. Hatch reiterated that small, steady increases have been the practice for the last few years and added that continuing to increase tuition slowly will serve to prevent the college from having to increase tuition sharply which would negatively affect students. Mr. Peaches moved to approve the 2011-2012 Tuition and General Fees schedules as presented. Ms. Handorf seconded the motion. Following Chairman Jeffer's call for discussion, Mr. Parsons stated that the college will have a surplus of revenue without raising tuition and stated that it is wrong for the Board to consider the proposed tuition increase in the current economic environment. Chairman Jeffers commented that modest increases in tuition are a prudent way for the college to be prepared for the future and are preferable to giant increases in the future. Ms. Handorf pointed out that should the proposed tuition increase be approved, NPC will still be one of the most affordable community colleges in the state. ***The motion to approve the 2011-2012 tuition and fee schedule passed by a majority vote with four in favor, one against.***

7.D. – Request to Approve 2011-2012 Course Fees – Vice President Hatch

Mr. Hatch presented the proposed 2011-2012 course fee schedule and explained that of the nearly 1,300 courses the college offers, only one-third charge course fees. Mr. Hatch added that the intent of course fees are to recover the cost of consumables used in teaching the class. Mr. Hatch reported that the course fee schedule presented contains no changes from the one reviewed and discussed in detail during the February study session. Mr. Hatch briefly summarized increased course fees from the three academic divisions. Ms. Nahsonhoya moved to approve the 2011-2012 course fee schedule as presented. Ms. Handorf seconded the motion. ***The motion to approve the 2011-2012 course fee schedule as presented passed by a majority vote with four in favor, one against.***

7.E. – Request to Approve Internet Service Contracts – Director Bishop

Mr. Bishop explained that the college currently has one 10 megabit per second point of presence to the Internet that is shared by students, the community and staff all college locations. To put this into perspective, Mr. Bishop explained that high speed residential Internet service varies anywhere from 3 to 10 megabits per second. Mr. Bishop explained that the college plans to use Title III funding to add a second, redundant point of presence at the Painted Desert Campus in Holbrook in addition to the existing one at White Mountain Campus in Show Low. Mr. Bishop explained that two separate vendors would be engaged to provide additional Internet redundancy. In exploring Internet service options, Mr. Bishop determined that it is possible to establish a 50 megabit per second connection at WMC through Cable One and another 50 megabit per second connection at PDC through Frontier Communications, for a total Internet capacity of 100 megabits per second, utilizing the operational funds that currently pays for a 10 megabit per second connection as well as Title III grant funding. Mr. Bishop presented the staff recommendation to approve a three-year agreement with Cable One in the amount of \$126,000 to be paid from operational funds and a five-year agreement with Frontier Communications in the amount of \$174,000 to be



paid from Title III grant funding. Mr. Bishop added that a 100 megabit per second Internet connection, as opposed to a previously considered upgrade to 30 megabits per second with the current Internet service vendor, positions the college well for use of Adobe Connect and other educational technology. Mr. Bishop notified Board members that he will bring recommendations to the Board in the near future that will allow the Hopi and Kayenta Centers to also take advantage of NPC's increased Internet capacity. Ms. Handorf moved to approve the two Internet service agreements as presented and discussed. Mr. Peaches seconded the motion. ***The vote was unanimous in the affirmative.***

Agenda Item 8: Standing Business

8.A. – Curriculum: Request to Approve Program Deletions and Modifications – Vice President Vest

Mr. Vest presented the request to approve modification to the Associate of Applied Science, Certificate of Applied Science and Certificate of Proficiency in Cosmetology. Mr. Vest explained that the college currently offers Cosmetology courses at WMC, LCC and the St. Johns Center and is one of a few community colleges in the Southwest to offer the program due to the difficulty in aligning the State Cosmetology Board contact hour requirements with the credit requirements of a community college. Mr. Vest reported that Charlotte Robbins, Cosmetology Department Chair, Dr. Eric Henderson, Dean of Arts and Sciences, and the Career and Technical Education Dean have all worked to align the 1600 contact hour requirement with college loading requirements. Mr. Vest reported that the proposed modifications to the Cosmetology program have been benchmarked against other area community colleges that offer Cosmetology and have been thoroughly vetted by Cosmetology faculty, the CTE Dean and Instructional Council. Mr. Vest added that he is confident that the revised program meets all State Board requirements and noted that the A.A.S degree in Cosmetology consists of 68 credit hours which is higher than the standard 64 credit hour load, but still lower than some programs. Mr. Vest added that the modifications bring the program in line with college standards without changing the student experience. Mr. Parsons moved to approve the Cosmetology program modifications as presented and discussed. Ms. Nahsonhoya seconded the motion. ***The vote was unanimous in the affirmative.***

8.B. – Strategic Planning and Accreditation Steering Committee (SPASC) Update – Director Bishop

Mr. Bishop, SPASC Co-Chair, reported that SPASC is working on the first revision of the NPC Strategic Plan which should be completed by April 1, 2011 and the Open Pathway Portfolio Content group has begun work. Mr. Bishop reported that the college is sending a large team to the April HLC Annual Conference in Chicago, Illinois to learn more about Open Pathway and a revision to the HLC criteria for accreditation. Mr. Bishop noted that revised accreditation criteria will have an immediate effect on the college strategic plan and budgeting processes. Dr. Swarhout briefly outlined HLC changes that are in response to the Department of Education and include a requirement that online course providers engage in an expensive process of securing permission by individual states to offer Internet courses to their students.

8.C. – Human Resources Update – Peggy Belknap

Peggy Belknap presented the Human Resources update for March and provided updated numbers of applicants for currently open positions. Ms. Belknap announced that Mr. Robert Godfrey has accepted the position of Network and Systems Administrator and Mr. Ernie Hess has accepted a position as Network and Systems Technician.

8.D. – Invitation of Board Members to Spring Commencement Ceremony – Hallie Lucas

Hallie Lucas, Administrative Assistant to the Vice President for Learning and Student Services, as well as NPC Commencement Coordinator, invited Board members to attend the Spring Commencement Ceremony to be held on Saturday, May 14, 2011 at the Show Low Unified School District Auditorium in Show Low, Arizona. Ms. Lucas requested that Board members confirm their attendance by the April 19, 2011 Board meeting.



8.E. – College Service Award for A.T. Siquah – President Swarthout

Board members addressed Agenda Item 8.E. following Agenda Item 3, Call for Public Comment, as provided for in Agenda Item 2, Adoption of the Agenda.

Agenda Item 9: President’s Report – President Swarthout

Dr. Swarthout reported that the executive team will examine, and discuss with the Board, increased costs of accreditation and state licensing, a long overdue project to update the Jenzabar system, relocation of the welding facility located on the former Hermosa Campus, as well as legislative action concerning bills related to weapons on campuses. Matt Weber, NAVIT Superintendent briefly addressed the Board and expressed appreciation for the open dialog between the college and NAVIT. Dr. Swarthout announced that Spring Break will occur next week and that she plans to attend Small Business Development Center and Skills USA functions.

Agenda Item 10: Board Report/Summary of Current Events

- Ms. Handorf reported that an upcoming concert featuring the White Mountain Belles, as well as the High Country Barbershop and Jazz Band groups will take place Friday, March 18, 2011.
- Ms. Nahsonhoya announced that the Hopi Center Community Outreach event will take place on Thursday and that a grand reopening for Homolovi State Park will occur on Friday and feature free Hopi food.

Agenda Item 11: Announcement of Next Regular Meeting: Tuesday, April 19, 2011.

Agenda Item 12: Adjournment

The meeting was adjourned upon a motion by Mr. Peaches, a second by Ms. Handorf and a unanimous affirmative vote.

Respectfully submitted,

Russell Dickerson
Recording Secretary to the Board

Bill Jeffers
Chairman

Ginny Handorf
Secretary to the Board



Request to Approve the 2011-2012 Preliminary Budget

Recommendation:

Staff recommends approval of the 2011-2012 Preliminary Budget as presented.

Summary:

The preliminary budget as approved by the District Governing Board will be published prior to the budget hearing according to statutory requirements. The Truth in Taxation notice will be published on April 29 and May 6 in the Holbrook Tribune and White Mountain Independent. A notice of the hearings scheduled for May 17 will also be published and sent as a news release to all area media outlets.

The attached budget document includes operational and staffing adjustments based on the NPC Strategic Plan approved by the District Governing Board. Extensive involvement at the department and executive level produced the attached budget proposal.

The preliminary budget reflects a return to the 2009-10 salary schedules. Staff is also proposing a two percent (2%) increase for all regular employee classes. The Arizona State Retirement System increased the contribution rate for both employees and employers from 9.85% to 10.75%. Subsequent action by the Arizona State legislature has revised the contribution levels from a 50-50 split to a 53% contribution by employees and a 47% contribution by the employer.

The college's cost of employee "basic" health insurance will increase \$26/month (5.16%) in FYE 2012, with minimal changes to the benefits in both the "basic" plan and the "premier" plan. Employee health insurance cost for optional benefits will increase between \$24 and \$50 per month depending on type of coverage selected.

Staff anticipates the expenditure limit will not be breached in FYE 2011 and additional carry-forward balances may be built.

Governor Brewer signed the state's \$8.3 billion FY2011-12 budget into law on April 7, 2011 spending cuts include nearly \$72.9 million from the community college system, including a 52.1% reduction to NPC's operating aid, a cut of \$1,870,000. \$172,000 was also cut from equalization aid for a total reduction of \$2,042,000 or 20 percent.

Operating state aid has been reduced a total of 61 percent compared to three years ago. FY2011-12 will be the fourth year without any capital state aid. Ongoing concerns exist about the continued availability of equalization state aid.

Staff will review the budget with the Board and will also answer questions. The budget can be reduced, but cannot be increased at the Board meeting on May 17, 2011.



Northland Pioneer College

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BUDGET DEVELOPMENT CALENDAR

FISCAL YEAR 2011 – 2012

ACTIVITY	RESOURCE	DUE BY
1. Receive overview and schedule	DGB	18 January
2. Prepare revenue estimates	Hatch/Ellison	4 February
3. Departmental budget material distributed	Ellison	11 February
4. Receive tuition and fee schedules	DGB	15 February
5. Departmental budgets received	Executive Team	4 March
6. Executive review of budget	Executive Team	7 March
7. Tuition and fee schedules approved	DGB	15 March
8. Receive preliminary budget analysis	DGB	15 March
9. Receive wage and salary recommendation	DGB	15 March
10. Budget hearings	Budget Managers	18 March
11. Receive complete budget analysis	DGB	19 April
12. Approve budget publication	DGB	19 April
13. Approve salary schedules	DGB	19 April
14. Tentative budget adopted	DGB	19 April
15. Notice of budget public hearing/TNT hearing first published	Hatch/Ellison	29 April
16. Notice of TNT hearing second publication	Hatch/Ellison	6 May
17. Notice of budget public hearing/TNT hearing final publication	Hatch/Ellison	11 May
18. Public hearing conducted for taxpayers	DGB	17 May
19. Final budget adopted	DGB	17 May
20. Notify PTOC of the amount of the primary property tax levied	Hatch/Ellison	18 May
21. Submit Tax levy to Navajo County	Hatch/Ellison	18 May

March 21 – 25 Spring Break
 May 14 Commencement
 May 30 Memorial Day

**Northland Pioneer College
Departmental Budget Guidelines
FY 1112**

Budget requests must be entered into the Jenzabar budget module, see attached “**Budget Allocate Instructions**”.

- Budget request for expenditures & capital must be completed by **Friday, February 18, 2011.**
- State funding expected to be significantly reduced in FY1112.
- Include only items in your budget requests that are considered critical and are linked to the current **NPC Strategic Plan**. Any budget amounts that are higher than FY1011 budget **or** actual historical spending must be **justified**. Please provide your detailed justification in the attached “**Budget Justification**” template.
- When you complete your budget notify **Maderia Ellison, Director of Financial Services** by **e-mail** and include the completed “**Budget Justification**” template.
- The **FY1011 Budgets** reflected in Budget Allocate include budget transfers received through December 2010.
- Starting **February 19, 2011** you will no longer have access to “**Budget Allocate**”.
- Budget hearings will be held in **mid-March, 2011** with the Executive Team and Budget Managers.
- Once the budget is approved you will be able to review it in the Jenzabar budget module, see attached “**Budget Review Instructions**”.

Budget Categories & Targets:

Revenues	<ul style="list-style-type: none">• Budget will be prepared by Administrative Services.
Salaries/Wages & Benefits	<ul style="list-style-type: none">• Budget will be prepared by Administrative Services <u>except</u> for the following which you need to <u>include in your budget request:</u><ul style="list-style-type: none">○ Adjunct Salaries,○ Overload,○ Temporary Salaries,○ Lab Aids, and○ Substitute Salaries.
Operating Expenditures	<ul style="list-style-type: none">• State funding expected to be significantly reduced in FY1112.• All budget requests should reflect only those items required to maintain <u>critical</u> service levels.
Capital Expenditures	<ul style="list-style-type: none">• No state funding in FY1112.• Any request for funding must be covered from the operation budget.

OFFICIAL BUDGET FORMS
NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
NORTHLAND PIONEER COLLEGE
FISCAL YEAR 2011-12

**NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
NORTHLAND PIONEER COLLEGE
BUDGET FOR FISCAL YEAR 2011-12
SUMMARY OF BUDGET DATA**

	Budget 2010-11	Budget 2011-12	Increase/(Decrease) From Budget 2010-11 To Budget 2011-12	
			Amount	%
I. CURRENT GENERAL AND PLANT FUNDS				
A. Expenditures:				
Current General Fund	\$ 25,762,000	\$ 22,107,760	\$ (3,654,240)	-14.2%
Unexpended Plant Fund	2,485,000	4,400,000	1,915,000	77.1%
Retirement of Indebtedness Plant Fund				
TOTAL	\$ 28,247,000	\$ 26,507,760	\$ (1,739,240)	-6.2%
B. Expenditures Per FTSE:				
Current General Fund	\$ 9,722 /FTSE	\$ 8,343 /FTSE	\$ (1,379) /FTSE	-14.2%
Unexpended Plant Fund	\$ 938 /FTSE	\$ 1,660 /FTSE	\$ 723 /FTSE	77.1%
II. EXPENDITURE LIMITATIONS			FISCAL YEAR 2010-11	\$ 17,086,770
			FISCAL YEAR 2011-12	\$ 16,251,916
III. AMOUNT RECEIVED FROM PRIMARY PROPERTY TAXES IN FISCAL YEAR 2010-11 IN EXCESS OF THE MAXIMUM ALLOWABLE AMOUNT AS CALCULATED PURSUANT TO A.R.S. §42-17051				\$
IV. MAXIMUM ALLOWABLE PRIMARY PROPERTY TAX LEVY FOR FISCAL YEAR 2011-12 PURSUANT TO A.R.S. §42-17051				\$ 12,710,760
V. SUMMARY OF PRIMARY AND SECONDARY PROPERTY TAX LEVIES AND RATES:				
	Budget 2010-11	Budget 2011-12	Increase/(Decrease) From Budget 2010-11 To Budget 2011-12	
			Amount	%
A. Amount Levied:				
Primary Tax Levy	\$ 11,938,000	\$ 12,710,760	\$ 772,760	6.5%
Secondary Tax Levy				
TOTAL PROPERTY TAX LEVY	\$ 11,938,000	\$ 12,710,760	\$ 772,760	6.5%
B. Rates Per \$100 Net Assessed Valuation:				
Primary Tax Rate	\$ 1.1352	\$ 1.2387	\$ 0.1035	9.1%
Secondary Tax Rate				
TOTAL PROPERTY TAX RATE	\$ 1.1352	\$ 1.2387	\$ 0.1035	9.1%

NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
 NORTHLAND PIONEER COLLEGE
 BUDGET FOR FISCAL YEAR 2011-12
 CURRENT GENERAL FUND - REVENUES AND OTHER ADDITIONS

	Estimated Actual 2010-11	Budget 2010-11	Budget 2011-12	Increase/(Decrease) From Budget 2010-11 To Budget 2011-12	%
				Amount	%
<u>REVENUES AND OTHER ADDITIONS BY SOURCE</u>					
PROPERTY TAXES					
Primary Tax Levy	\$ 11,938,000	\$ 11,938,000	\$ 12,710,760	\$ 772,760	6.5%
Secondary Tax Levy - Override	\$ 11,938,000	\$ 11,938,000	\$ 12,710,760	\$ 772,760	6.5%
Subtotal					
STATE APPROPRIATIONS					
Maintenance Support	3,590,000	3,590,000	1,720,000	(1,870,000)	-52.1%
Equalization Aid	6,624,000	6,624,000	6,452,000	(172,000)	-2.6%
Subtotal	\$ 10,214,000	\$ 10,214,000	\$ 8,172,000	\$ (2,042,000)	-20.0%
GIFTS, GRANTS, AND CONTRACTS					
Government Grants and Contracts	1,350,000	750,000	1,350,000	600,000	80.0%
Indirect Costs Recovered					
Private Gifts, Grants, and Contracts					
Subtotal	\$ 1,350,000	\$ 750,000	\$ 1,350,000	\$ 600,000	80.0%
TUITION, REGISTRATION, AND STUDENT FEES					
General Tuition	3,100,000	3,205,000	3,400,000	195,000	6.1%
Out-of-District Tuition		600,000		(600,000)	-100.0%
Out-of-State Tuition	100,000	120,000	100,000	(20,000)	-16.7%
Student Fees	925,000	710,000	700,000	(10,000)	-1.4%
Tuition and Fee Remissions or Waivers					
Subtotal	\$ 4,125,000	\$ 4,635,000	\$ 4,200,000	\$ (435,000)	-9.4%
OTHER SOURCES					
Investment Income			125,000		
Other	100,000	125,000	125,000		
Subtotal	\$ 200,000	\$ 100,000	\$ 100,000		
	\$ 300,000	\$ 225,000	\$ 225,000		
	\$ 27,927,000	\$ 27,762,000	\$ 26,657,760	\$ (1,104,240)	-4.0%
Total Revenues and Other Additions					
	\$	\$	\$	\$	
		1,000,000		(1,000,000)	-100.0%
UNRESTRICTED GENERAL FUND BALANCE AT JULY 1, APPLIED TO BUDGET					
TRANSFERS IN/(OUT)					
Transfer Out - Primary Tax Levy					
- Unexpended Plant Fund	(2,250,000)	(2,250,000)	(3,800,000)	(1,550,000)	68.9%
Auxiliary/Current Restricted	(500,000)	(750,000)	(750,000)		
	\$ 25,177,000	\$ 25,762,000	\$ 22,107,760	\$ (3,654,240)	-14.2%
TOTAL AMOUNT AVAILABLE FOR EXPENDITURES					

NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
 NORTHLAND PIONEER COLLEGE
 BUDGET FOR FISCAL YEAR 2011-12
 PLANT FUNDS - REVENUES AND OTHER ADDITIONS

	Estimated Actual 2010-11	Budget 2010-11	Budget 2011-12	Increase/(Decrease) From Budget 2010-11 To Budget 2011-12
REVENUES AND OTHER ADDITIONS BY SOURCE				
UNEXPENDED PLANT FUND				
State Appropriations: Capital Support (_____ FTSE @ \$ _____ each)	\$ _____	\$ _____	\$ _____	\$ _____
Investment Income	_____	10,000	_____	(10,000)
Proceeds from Sale of Bonds	_____	_____	_____	_____
Other Revenues and Additions	\$ _____	\$ 10,000	_____	(10,000)
Total Revenues and Other Additions	_____	975,000	600,000	(375,000)
RESTRICTED FUND BALANCE AT JULY 1	_____	_____	_____	_____
TRANSFERS IN/(OUT)	_____	_____	_____	_____
Transfer In - Primary Tax Levy - Current General Fund	2,250,000	2,250,000	3,800,000	1,550,000
_____	_____	_____	_____	_____
Less: Amounts accumulated for future capital acquisitions	(1,000,000)	(750,000)	_____	750,000
TOTAL AMOUNT AVAILABLE FOR EXPENDITURES - UNEXPENDED PLANT FUND	\$ 1,250,000	\$ 2,485,000	\$ 4,400,000	\$ 1,915,000
RETIREMENT OF INDEBTEDNESS PLANT FUND	_____	_____	_____	_____
Sources for payment of principal and interest on general obligation bonds	_____	_____	_____	_____
Secondary Tax Levy	_____	_____	_____	_____
Other (Identify)	_____	_____	_____	_____
Total Revenues and Other Additions	\$ _____	\$ _____	\$ _____	\$ _____
FUND BALANCE AT JULY 1 RESTRICTED FOR RETIREMENT OF GENERAL OBLIGATION BONDS	_____	_____	_____	_____
TRANSFERS IN/(OUT)	_____	_____	_____	_____
_____	_____	_____	_____	_____
Less: Amounts restricted for future debt service requirements	_____	_____	_____	_____
TOTAL AMOUNT AVAILABLE FOR RETIREMENT OF GENERAL OBLIGATION BONDS	\$ _____	\$ _____	\$ _____	\$ _____
				77.1%

NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
 NORTHLAND PIONEER COLLEGE
 BUDGET FOR FISCAL YEAR 2011-12
 CURRENT GENERAL FUND AND PLANT FUNDS - EXPENDITURES AND OTHER DEDUCTIONS

	Estimated Actual 2010-11	Budget 2010-11	Budget 2011-12	Increase/(Decrease) From Budget 2010-11 To Budget 2011-12
CURRENT GENERAL FUND				
Instruction	\$ 8,600,000	\$ 10,000,000	\$ 8,026,000	\$ (1,974,000)
Public Service				%
Academic Support	1,100,000	1,200,000	1,659,000	38.3%
Student Services	1,600,000	1,800,000	1,377,000	-23.5%
Institutional Support (Administration)	6,600,000	7,800,000	7,069,000	-9.4%
Operation and Maintenance of Plant	2,000,000	2,500,000	1,756,000	-29.8%
Scholarships	280,000	350,000	283,000	-19.1%
Contingency		2,112,000	1,937,760	-8.3%
TOTAL EXPENDITURES AND OTHER DEDUCTIONS OF CURRENT GENERAL FUND	\$ 20,180,000	\$ 25,762,000	\$ 22,107,760	\$ (3,654,240)
PLANT FUNDS:				
UNEXPENDED PLANT FUND				
Land	\$	\$	\$	\$
Buildings	400,000	1,000,000	1,480,000	48.0%
Improvements Other Than Buildings	150,000	430,000	500,000	16.3%
Equipment	240,000	650,000	2,000,000	207.7%
Library Books	50,000	50,000	50,000	
Museum and Art Collections				
Construction in Progress				
Contingency				
Retirement of Indebtedness - Capital Leases and Installment Purchases	410,000	355,000	370,000	4.2%
Interest on Indebtedness - Capital Leases and Installment Purchases				
TOTAL EXPENDITURES AND OTHER DEDUCTIONS OF UNEXPENDED PLANT FUND	\$ 1,250,000	\$ 2,485,000	\$ 4,400,000	\$ 1,915,000
RETIREMENT OF INDEBTEDNESS PLANT FUND				
Retirement of Indebtedness - General Obligation Bonds	\$	\$	\$	\$
Interest on Indebtedness - General Obligation Bonds				
Retirement of Indebtedness - Revenue Bonds				
Interest on Indebtedness - Revenue Bonds				
Retirement of Indebtedness - Other Long-Term Debt				
Interest on Indebtedness - Other Long-Term Debt				
Other-Property Tax Judgement				
TOTAL EXPENDITURES AND OTHER DEDUCTIONS OF RETIREMENT OF INDEBTEDNESS PLANT FUND	\$	\$	\$	\$

NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
 NORTHLAND PIONEER COLLEGE
 BUDGET FOR FISCAL YEAR 2011-12
 CURRENT AUXILIARY ENTERPRISES FUND - REVENUES AND OTHER ADDITIONS

	Estimated Actual 2010-11	Budget 2010-11	Budget 2011-12	Increase/(Decrease) From Budget 2010-11 To Budget 2011-12
REVENUES AND OTHER ADDITIONS BY SOURCE				
TUITION AND STUDENT FEES				
General Tuition	\$	\$	\$	
Out-of-District Tuition				
Out-of-State Tuition				
Student Fees				
Tuition and Fee Remissions or Waivers	\$	\$	\$	
Subtotal				
SALES AND SERVICES				
Bookstore Sales	125,000	150,000	150,000	
Food Services Sales				
Dormitory Rentals				
Intercollegiate Athletics				
Parking Fees or Permits	225,000	70,000	225,000	221.4%
Other Sales and Services	350,000	220,000	375,000	70.5%
Subtotal	\$ 350,000	\$ 220,000	\$ 375,000	
OTHER REVENUES AND ADDITIONS				
Investment Income				
Other (Identify)				
Subtotal	\$	\$	\$	
Total Revenues and Other Additions	\$ 350,000	\$ 220,000	\$ 375,000	70.5%
UNRESTRICTED FUND BALANCE AT JULY 1				
TRANSFERS IN/(OUT)				
Current General Fund		350,000	150,000	(200,000) -57.1%
TOTAL AMOUNT AVAILABLE FOR EXPENDITURES	\$ 350,000	\$ 570,000	\$ 525,000	(45,000) -7.9%

NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
NORTHLAND PIONEER COLLEGE
BUDGET FOR FISCAL YEAR 2011-12
CURRENT RESTRICTED FUND - REVENUES AND OTHER ADDITIONS

	Estimated Actual 2010-11	Budget 2010-11	Budget 2011-12	Increase/(Decrease) From Budget 2010-11 To Budget 2011-12
			Amount	%
<u>REVENUES AND OTHER ADDITIONS BY SOURCE</u>				
GIFTS, GRANTS, AND CONTRACTS				
Federal Grants and Contracts	\$ 4,450,000	\$ 4,000,000	\$ 4,200,000	5.0%
State Grants and Contracts	180,000	600,000	200,000	-66.7%
Local Grants and Contracts	400,000	550,000	400,000	-27.3%
Private Gifts, Grants, and Contracts	5,030,000	5,150,000	4,800,000	-6.8%
Subtotal	\$ 10,060,000	\$ 10,300,000	\$ 240,000	
OTHER REVENUES AND ADDITIONS				
Investment Income				
State Shared Sales Tax	400,000		400,000	
Other (Identify)				
Subtotal	\$ 400,000	\$ 400,000	\$ 400,000	
Total Revenues and Other Additions	\$ 10,460,000	\$ 10,700,000	\$ 10,600,000	1.0%
RESTRICTED FUND BALANCE AT JULY 1				
TRANSFERS IN/(OUT)				
General Fund	500,000	400,000	600,000	50.0%
TOTAL AMOUNT AVAILABLE FOR EXPENDITURES	\$ 10,960,000	\$ 11,100,000	\$ 11,200,000	4.5%

NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
 NORTHLAND PIONEER COLLEGE
 BUDGET FOR FISCAL YEAR 2011-12
CURRENT AUXILIARY ENTERPRISES AND CURRENT RESTRICTED FUNDS - EXPENDITURES AND OTHER DEDUCTIONS

	Estimated Actual 2010-11	Budget 2010-11	Budget 2011-12	Increase/(Decrease) From Budget 2010-11 To Budget 2011-12	%
CURRENT AUXILIARY ENTERPRISES FUND					
Bookstore	\$ 125,000	\$ 225,000	\$ 150,000	\$ (75,000)	-33.3%
Food Services					
Dormitories					
Intercollegiate Athletics					
Other Sales and Services	225,000	345,000	375,000	30,000	8.7%
TOTAL EXPENDITURES AND OTHER DEDUCTIONS OF CURRENT AUXILIARY ENTERPRISES FUND	\$ 350,000	\$ 570,000	\$ 525,000	\$ (45,000)	-7.9%
CURRENT RESTRICTED FUND					
Instruction	\$ 710,000	\$ 700,000	\$ 700,000	\$	
Public Service	10,000	15,000	10,000	(5,000)	-33.3%
Academic Support					
Student Services	665,000	800,000	650,000	(150,000)	-18.8%
Institutional Support (Administration)	45,000	35,000	40,000	5,000	14.3%
Operation and Maintenance of Plant					
Scholarships	4,500,000	4,000,000	4,400,000	400,000	10.0%
TOTAL EXPENDITURES AND OTHER DEDUCTIONS OF CURRENT RESTRICTED FUND	\$ 5,930,000	\$ 5,550,000	\$ 5,800,000	\$ 250,000	4.5%

2011 LEVY LIMIT WORKSHEET

NAVAJO COUNTY

NORTHLAND PIONEER COLLEGE

MAXIMUM LEVY LIMIT

2010

A.1	Maximum Allowable Primary Tax Levy	\$11,975,227
A.2	A.1 multiplied by 1.02	\$12,214,732

**CURRENT YEAR NET ASSESSED VALUE
SUBJECT TO TAXATION IN PRIOR YEAR**

2011

B.1	Centrally Assessed	229,419,532
B.2	Locally Assessed Real Property	736,808,874
B.3	Locally Assessed Personal Property	19,848,674
B.4	Total Assessed Value (B.1 through B.3)	986,077,080
B.5	B.4. Divided by 100	\$9,860,771

CURRENT YEAR NET ASSESSED VALUES

2011

C.1	Centrally Assessed	260,662,273
C.2	Locally Assessed Real Property	745,626,178
C.3	Locally Assessed Personal Property	19,848,674
C.4	Total Assessed Value (C.1 THROUGH C.3.)	1,026,137,125
C.5	C.4 divided by 100	\$10,261,371

LEVY LIMIT CALCULATION

2011

D.1.	LINE A.2	\$12,214,732
D.2.	LINE B.	\$9,860,771
D.3.	D.1/D.2 (maximum allowable tax rate)	1.2387
D.4.	LINE C.5	\$10,261,371
D.5.	D.3 multiplied by D.4 = MAXIMUM ALLOWABLE LEVY LIMIT	\$12,710,761
D.6	Excess Collections/Excess Levy	-
D.7	Amount in Excess of Expenditure Limit	-
D.8	ALLOWABLE LEVY LIMIT	\$12,710,761
	D.5 - D.6 - D.7	

ADJUSTED ALLOWABLE LEVY LIMIT CALCULATION

2011

E.1.	ACCEPTED TORTS	-
E.2.	ADJUSTED ALLOWABLE LEVY LIMIT (D.8. + E.1.)	\$12,710,761

OVER LEVY CALCULATION

2011

F.1.	ACTUAL PRIMARY PROPERTY TAX LEVY	\$12,710,761
F.2.	OVER LEVY (F.1. - E.2.)	-

TAX RATE 1.2387

**Northland Pioneer College
Capital Fund (00) - Preliminary Budget
FY1112**

	FY1112 Budget	FY1213 Budget	FY1314 Budget
Fund Balance	600,000	4,800,000	4,700,000
Transfer from Operating to Fund 50	3,800,000	2,700,000	2,800,000
Transfer from Operating to Fund 10	700,000	600,000	500,000
	<u>4,500,000</u>	<u>3,300,000</u>	<u>3,300,000</u>
Annual Capital Budget Target	4,400,000	7,500,000	7,500,000
Annual Capital Requirements			
Annual Building Maintenance	200,000	200,000	200,000
Leases - Computers	370,000	370,000	370,000
Leases - Fleet (5 yr lease)	10,000	10,000	-
	<u>580,000</u>	<u>580,000</u>	<u>570,000</u>
Annual Capital Requests			
Administrative Services	1,950,000	6,000,000	6,250,000
IS	1,647,150	1,500,000	1,500,000
Library	50,000	50,000	50,000
Instruction:			
Arts & Science	10,191	15,000	25,000
CTE	52,200	95,000	50,000
Nursing	22,956	30,000	32,000
	<u>3,732,497</u>	<u>7,690,000</u>	<u>7,907,000</u>
	<u>4,312,497</u>	<u>8,270,000</u>	<u>8,477,000</u>
Surplus/(Deficit)	87,503	(770,000)	(977,000)

**Northland Pioneer College
Capital Budget Request
FY1112 to FY1314**

Year	Div	Dept	Dept #	Object Code	Budget Request \$	Description of Capital Item(s) Requested	Justification for Request	How Does Request Tie to Strategic Plan?	Can Request Be Postponed? How long?
FY1112	ADM SVC	Bus Ofc	5100	5645		Commercial Shredder	Required to shred confidential material; maintain data/records integrity; supports internal controls	Pillar 5	No
FY1112	ADM SVC	Maint	6100	5610	400,000	Aspen Center Canopy	Required to reduce likelihood of water infiltration into Aspen Center. Water infiltration has occurred through walls and from sidewalk flooding. Possible damage to facilities and mold growth.	Pillar 6 -Strengthen Facilities through Planning, Development and Renewal	No
FY1112	ADM SVC	Maint	6100	5610	500,000	Deferred Maintenance Step 1	In addition to capital budget for ongoing maintenance an aggressive "catch-up" campaign is needed to begin to bring facilities up to standards college-wide. The requested budget will not allow for all outstanding projects to be completed.	Pillar 6 -Strengthen Facilities through Planning, Development and Renewal	No
FY1112	ADM SVC	Maint	6100	5108	200,000	Facility Master Plan	Required to properly plan for development of existing and future facility.	Master plan was included in 2008-11 Strategic Plan but removed due to budget constraints. Pillar 6 team has recommended reinstatement of facility master plan as a specific priority in the 2011-14 Strategic Plan.	No
FY1112	ADM SVC	Maint	6100	5660	450,000	WMC parking lot Phase 1	Portions of the current parking facilities are deteriorating and need replacement. Addition of more parking spaces is also necessary. Overflow occurs in adjacent private parking areas and in illegal locations within the campus proper.	Pillar 6 -Strengthen Facilities through Planning, Development and Renewal	No
FY1112	ADM SVC	Maint	6100	5680	200,000	Vehicle replacement	Increasing age and mileage on fleet passenger vehicles and support service vehicles requires replacement.		No
FY1112	ADM SVC	Maint	6100	5610	200,000	Energy conservation building improvements Phase 1	Utility costs will decrease as energy conservation improves	Pillar 6 -Strengthen Facilities through Planning, Development and Renewal: Priority 4 – Evaluate and implement the Higher Education Presidents Climate Commitment	Yes
FY1112	IS	IS	5070	5104	2,700	MSDNAA and DSL service for CIS	CTE 2011-12 REQUEST (aggregated): See CTE request to IS	Strategic plan linkage shared in CTE request to IS	NO
FY1112	IS	IS	5070	5105	45,000	Tower inspections and possible remediation work	Required per our lease agreements, preventative maintenance to protect assets/investments, limit liability	3.1.1 Enhance technology resources and infrastructure to increase and improve support for college operations while reducing the college's impact on the environment.	NO

**Northland Pioneer College
Capital Budget Request
FY1112 to FY1314**

Year	Div	Dept	Dept #	Object Code	Budget Request \$	Description of Capital Item(s) Requested	Justification for Request	How Does Request Tie to Strategic Plan?	Can Request Be Postponed? How long?
FY1112	IS	IS	5070	5108	750,000	Jenzabar remediation work (and updates/modules)	Support institutional efficiencies by addressing the recommendations in our Jenzabar assessment.	3.1.1 Enhance technology resources and infrastructure to increase and improve support for college operations while reducing the college's impact on the environment.	NO
FY1112	IS	IS	5070	5201	20,000	Print management solution (to supplement 2010-11 planned implementation)	Allow for efficiencies and long term cost reductions by managing MFP's throughout the college	3.1.1 Enhance technology resources and infrastructure to increase and improve support for college operations while reducing the college's impact on the environment.	YES
FY1112	IS	IS	5070	5201	10,000	Streaming Video Software	Reduce IS staff commitments in creating DVD recordings for distribution and easier access to obtain classroom recordings. Will also store tutorials for technical self help and professional development as well as reducing costs of consumable supplies	3.2.1 Enhance technology resources and infrastructure to increase and improve support for classroom instruction, including all areas of distance learning.	NO
FY1112	IS	IS	5070	5201	2,050	Software for AIS/BUS, COSMO	CTE 2011-12 REQUEST (aggregated): See CTE request to IS	Strategic plan linkage shared in CTE request to IS	NO
FY1112	IS	IS	5070	5204?	30,000	Sno-Cat (used purchase)	Reach tower site locations for maintenance and refilling of generators when winter road conditions do not permit access with regular vehicles	3.1.1 Enhance technology resources and infrastructure to increase and improve support for college operations while reducing the college's impact on the environment.	NO
FY1112	IS	IS	5070	5210	42,100	Automotive course trainers and software, copiers/calculators for AIS/BUS	CTE 2011-12 REQUEST (aggregated): See CTE request to IS.	Strategic plan linkage shared in CTE request to IS	NO
FY1112	IS	IS	5070	5600	11,000	PAD Cam replacement (15)	Replace aging equipment	3.2.1 Enhance technology resources and infrastructure to increase and improve support for classroom instruction, including all areas of distance learning.	NO
FY1112	IS	IS	5070	5600	10,000	Projector replacement cycle	Replace aging equipment	3.2.1 Enhance technology resources and infrastructure to increase and improve support for classroom instruction, including all areas of distance learning.	NO
FY1112	IS	IS	5070	5600	20,000	Smart Boards (4)	Continue to rollout Smart Boards for instructional purposes	3.2.1 Enhance technology resources and infrastructure to increase and improve support for classroom instruction, including all areas of distance learning.	YES

**Northland Pioneer College
Capital Budget Request
FY1112 to FY1314**

Year	Div	Dept	Dept #	Object Code	Budget Request \$	Description of Capital Item(s) Requested	Justification for Request	How Does Request Tie to Strategic Plan?	Can Request Be Postponed? How long?
FY1112	IS	IS	5070	5620	300,000	VoIP project to replace existing PBX	Current PBX is aging and failing. VoIP solution will reduce recurring expenses by eliminating the need for T1 circuit tie lines. Will also support distance education growth and provide new features	3.1.1 Enhance technology resources and infrastructure to increase and improve support for college operations while reducing the college's impact on the environment.	NO
FY1112	IS	IS	5070	5620	70,000	Tower power options for Green's, McKays, and WRP	Mitigate the risk of network downtime and outages	3.1.1 Enhance technology resources and infrastructure to increase and improve support for college operations while reducing the college's impact on the environment.	NO
FY1112	IS	IS	5070	5620	90,000	Cisco Routers/Switches to replace end-of-life/end-of-service devices	Equipment will no longer be supported by manufacturer	3.1.1 Enhance technology resources and infrastructure to increase and improve support for college operations while reducing the college's impact on the environment.	NO
FY1112	IS	IS	5070	5620	15,000	Wireless Access Points	Provide a robust and highly available wireless network at all locations	3.2.1 Enhance technology resources and infrastructure to increase and improve support for classroom instruction, including all areas of distance learning.	NO
FY1112	IS	IS	5070	5630	40,000	ERP/JICS Disaster recovery (WMC)	Mitigate risk of loss of data and services	3.1.1 Enhance technology resources and infrastructure to increase and improve support for college operations while reducing the college's impact on the environment.	NO
FY1112	IS	IS	5070	5630	30,000	Storage project WMC/PDC	Allow for centralized file storage for employees and location for backups	3.1.1 Enhance technology resources and infrastructure to increase and improve support for college operations while reducing the college's impact on the environment.	NO
FY1112	IS	IS	5070	5630	35,000	Disaster recovery solution (not for ERP/JICS)	Mitigate risk of loss of data and services	3.1.1 Enhance technology resources and infrastructure to increase and improve support for college operations while reducing the college's impact on the environment.	NO
FY1112	IS	IS	5070	5630	35,000	Servers (add'l and replacement)	Replace aging equipment and allow for new services	3.1.1 Enhance technology resources and infrastructure to increase and improve support for college operations while reducing the college's impact on the environment.	NO
FY1112	IS	IS	5070	5630	15,000	Computers: Laptops/Desktops to replace out of cycle machines	Replace aging equipment	3.1.1 Enhance technology resources and infrastructure to increase and improve support for college operations while reducing the college's impact on the environment.	YES

**Northland Pioneer College
Capital Budget Request
FY1112 to FY1314**

Year	Div	Dept	Dept #	Object Code	Budget Request \$	Description of Capital Item(s) Requested	Justification for Request	How Does Request Tie to Strategic Plan?	Can Request Be Postponed? How long?
FY1112	IS	IS	5070	5630	6,000	Email archive appliance	Comply with state and federal laws pertaining to records retention	3.1.1 Enhance technology resources and infrastructure to increase and improve support for college operations while reducing the college's impact on the environment.	NO
FY1112	IS	IS	5070	5630	5,000	Webcams/Mic's to support Adobe Connect rollout	Support a robust and cost saving method of distance education delivery as well as staff meetings and training	3.2.1 Enhance technology resources and infrastructure to increase and improve support for classroom instruction, including all areas of distance learning.	NO
FY1112	IS	IS	5070	5630	63,300	Multifunction printers, printers, computers, ..	CTE 2011-12 REQUEST (aggregated): See CTE request to IS.	Strategic plan linkage shared in CTE request to IS	NO
FY1112	ACAD SPPT	LIB	3500	5650	50,000	Library Books	Books needed for instructional support	Supports Pillar 1	No
FY1112	A&S	ART	1210	5645	2,000	raku kiln	one raku kiln is reportedly dysfunctional; needs replacement	Pillar 1 (1.1.3, 1.1.6, 1.1.8) supports student learning and co-curricular activities	1 year
FY1112	A&S	BIO	1310	5208	2,866	lab shaker/incubator	needed to support biology lab sections at WMC	Pillar 1 (1.1.3 & 1.1.6) supports student learning	not really
FY1112	A&S	BIO	1310	5645	5,325	autoclave (Ward's 14W9)	needed for multiple sections of microbiology and to work with small and old current unit	Pillar 1 (1.1.3 & 1.1.6) supports student learning	perhaps 1 year but would be best to purchase sooner rather than later
FY1112	CTE	COSMO	1325	5605	5,000	Front Desk	Replace current front desk which has been in use for 10 years.David Huish recommended replacement rather then repair.It is used for front desk operations training for students future employment needs.Has been postponed many times.	Pillar 1 Advance High Quality Accessible Learning Opportunities	N
FY1112	CTE	FRS	1336	5680		Fire Truck	Maintain and improve used fire truck donated by Show Low Fire (Gauges,Tires,ect)	Pillar 6 Strengthen Facilities through Planning Development and renewal	No
FY1112	CTE	FRS	1336	5645		Fitness equipment	Weights and Cardio equipment	Pillar 1 Advance High Quality Accessible Learning Opportunities	Yes 2012
FY1112	CTE	FRS	1336	5645		Fitness testing equipment	Create a Canadate Physical Abilities Testing course at NATC	Pillar 1 Advance High Quality Accessible Learning Opportunities	Yes 2012
FY1112	CTE	HQ	1136	5645		Global Position system	Provide new technology to students to keep up with industry standards.	6.2.3 Identify specific facility needs for existing and future programs throughout the district Supports HLC Core Components. 2ad.3c.4ac.5abdc	Yes 1yr
FY1112	CTE	ITP	1155	5208	5,000	misc tools/props	Equipment and tools needed for teaching modules and performance testing	Pillar 6- Strengthen Facilities through Planning, Development and Renewal	N
FY1112	CTE	WLD	1170	5208	14,700	Three -All process welding machines	Replace worn machines as part of facility maintenance	6.2.1 Establish a preventative facility and equipment maintenance program	Yes 1yr

**Northland Pioneer College
Capital Budget Request
FY1112 to FY1314**

Year	Div	Dept	Dept #	Object Code	Budget Request \$	Description of Capital Item(s) Requested	Justification for Request	How Does Request Tie to Strategic Plan?	Can Request Be Postponed? How long?
FY1112	CTE	WLD	1170	5208	1,500	Slice Torch	Provide new and different technology to students for various cutting methods	6.2.2 Evaluate and prioritize facility use for existing programs	Yes 1yr
FY1112	CTE	WLD	1170	5208	5,000	Air Hammer	Provide new and different technology to metal art students	6.2.3 Identify specific facility needs for existing and future programs throughout the district Supports HLC Core Components. 2ad,3c,4ac,5abccd	N
FY1112	CTE	WLD	1170	5645	16,000	Forklift	To provide safe means to load and relocate machines, metal and other equipment	6.2.3 Identify specific facility needs for existing and future programs throughout the district Supports HLC Core Components. 2ad,3c,4ac,5abccd	Yes 1yr
FY1112	CTE	WLD	1170	5208	5,000	Tubing Bender	Provide new and different technology to students for fabrication training	6.2.2 Evaluate and prioritize facility use for existing programs	Yes 1yr
FY1112	NUR	NUR	1375	5605		Chairs	6 chairs for Ponderosa Conf Room PC112	Pillar 1 (Quality & Accessible Learning)	Yes
FY1112	NUR	NUR	1375		22,956	Simulated Patients (Ann/Kelly/Kid); software/cart; syring pumps; AED trainer; hospital bed; bassinett; infant warmer; bibblanket; oxygen meters; vacuum regulators; suction canisters	6 chairs for Ponderosa Conf Room PC112	Pillar 1 (Quality & Accessible Learning)/State Board requires equity between WMC & LCC	Yes
					\$ 3,732,497	Total FY1112			

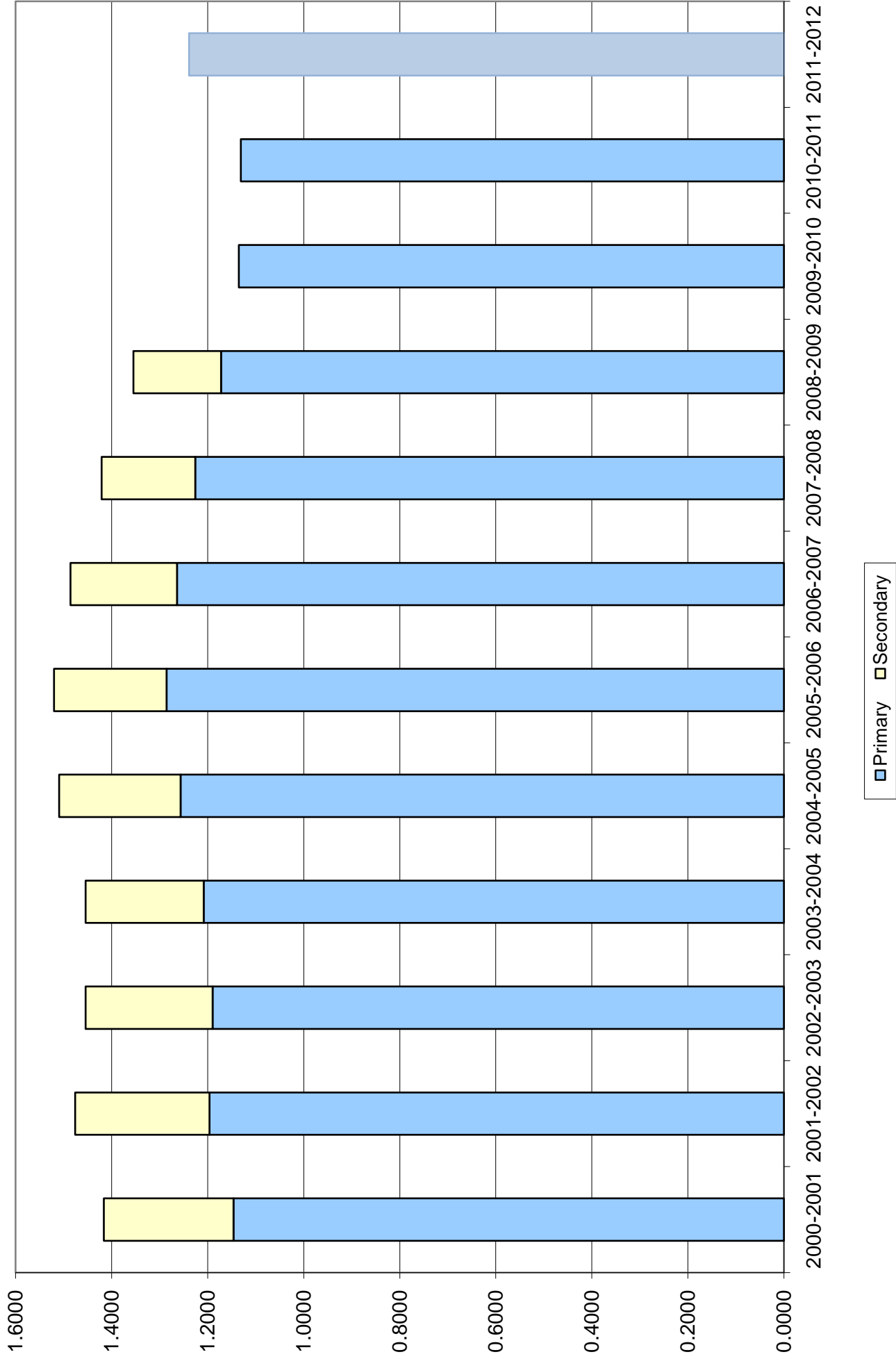
FINAL FY 2011/12 FINAL EXPENDITURE LIMITS: COMMUNITY COLLEGES

COMMUNITY COLLEGE DISTRICT	POPULATION**		POPULATION FACTOR	INFLATION FACTOR*	FY 1979/80 BASE LIMIT	FINAL 2011/12 EXPENDITURE LIMITATION
	2011/12 (estimate)	1979/80				
COCHISE	9,200	2,156	4.2672	2.7392	\$6,038,815	\$70,584,273
COCONINO	2,350	1,000	2.3500	2.7392	\$2,459,758	\$15,833,517
GILA	1,350	905	1.4917	2.7392	\$1,948,412	\$7,961,284
GRAHAM	3,550	1,824	1.9463	2.7392	\$4,910,132	\$26,176,636
MARICOPA	92,850	27,299	3.4012	2.7392	\$52,841,755	\$492,299,679
MOHAVE	4,338	1,033	4.1994	2.7392	\$3,163,993	\$36,395,014
NAVAJO	2,500	1,566	1.5964	2.7392	\$3,716,543	\$16,251,916
PIMA	26,600	11,038	2.4099	2.7392	\$19,071,763	\$125,892,320
PINAL	5,800	2,452	2.3654	2.7392	\$7,534,121	\$48,815,447
SANTA CRUZ	720	700	1.0286	2.7392	\$1,507,059	\$4,246,018
YAVAPAI	4,692	1,568	2.9923	2.7392	\$5,759,613	\$47,208,739
YUMA/LA PAZ	5,613	1,952	2.8755	2.7392	\$6,215,322	\$48,954,882
TOTAL	159,563	53,493	2.9829		\$115,167,286	\$940,619,726

* SOURCE: (2010 GDP Implicit Price Deflator - Global Insight, March 2011)/(1978 GDP Implicit Price Deflator) = 110.662/40.400

** FTSE counts are provided by Community College Business Officials.

Property Tax Rates



TNT Analysis

Prior Year Primary Property Tax Levy	11,975,227
Current Year Net Assessed Valuation	1,026,137,125
Current Year Value of New Construction	40,060,045
Current Year Net Assessed Valuation minus new construction	986,077,080
Maximum Tax Rate Without a TNT Hearing	1.2144
Growth in Property Tax Levy Capacity from New Construction	486,502
Max Current Yr Primary Property Tax Levy W/O TNT Hearing	12,461,729
Proposed Current Year Primary Property Tax Levy	12,710,760
Prop Cur Yr Inc in Prim Prop Tax, Exclusive of New Construction	249,031
Proposed % Increase in Current Year Primary Property Tax Levy	2.00%
Proposed Current Year Primary Property Tax Rate	1.2387
Proposed Increase in Primary Property Tax Rate	0.0243
Prop Cur Yr Prim Prop Tax Levy on a Home Valued at \$100,000	123.87
Cur Yr Prim Prop Tax Levy on a \$100,000 Home if tax rate not inc	121.44
Prop Cur Yr Prim Prop Tax Levy increase on a Home Val at \$100,000	2.43
Maximum Current Year Levy	12,710,760
Maximum Current Year Rate	1.2387
Proposed Current Year Levy Below Maximum Levy	-
Proposed Current Year Rate Below Maximum Rate	-

Truth in Taxation Hearing

Notice of Tax Increase

In compliance with section 15-1461.01, Arizona Revised Statutes, Navajo County Community College District is notifying its property taxpayers of Navajo County Community College District's intention to raise its primary property taxes over last year's level. The Navajo County Community College District is proposing an increase in primary property taxes of **\$249,031** or **2.0%**.

For example, the proposed tax increase will cause Navajo County Community College District's primary property taxes on a \$100,000 home to increase from **\$121.44** (total taxes that would be owed without the proposed tax increase) to **\$123.87** (total proposed taxes including the tax increase).

This proposed increase is exclusive of increased primary property taxes received from new construction. The increase is also exclusive of any changes that may occur from property tax levies for voter approved bonded indebtedness or budget and tax overrides.

All interested citizens are invited to attend the public hearing on the tax increase that is scheduled to be held **Tuesday, May 17, 2011** at 11:00 A.M. (M.S.T.) at the Holbrook – Painted Desert Campus Tiponi Community Center, 2250 **DRAFT** Blvd., Holbrook, Arizona.



Northland Pioneer College

Quality education you can *afford*.

DRAFT
MEMO

Northland Pioneer College Marketing & Public Relations Office

• P.O. Box 610, Holbrook, AZ 86025-0610

Everett Robinson, Media Relations Coordinator

everett.robinson@NPC.edu • 928.532.6174

Today is Thursday, April 14, 2011 10:01 MST

TO: Legal Clerk, White Mountain Independent

Re: Notice of Public Hearing

Please publish the following Notice of Public Budget Hearing in the *White Mountain Independent* on Tuesday, May 10, sending invoice and affidavits to my attention.

Notice of Public Budget Hearing

Notice is hereby given to the residents and taxpayers of the Navajo County Community College District that the District Governing Board will hold a **Public Hearing** and **Special Board Meeting** for consideration of the proposed budget for the 2011-2012 Fiscal Year. The hearing will be held at Northland Pioneer College's Painted Desert Campus, Tiponi Community Center, 2251 E. Navajo Blvd., Holbrook, Arizona, 86025, **Tuesday, May 17, 2011 at 11:00 a.m. (M.S.T.)**

A **Truth in Taxation Hearing** and a **Special Board Meeting** for the purpose of adopting the District's 2011-2012 budget shall be held immediately following the Budget Hearing at the same location.

Budget data conforms to mandates of law specified in A.R.S. §15-1461 concerning the advertisement and publication of budget information. Northland Pioneer College is in compliance with primary tax levy limitation for 2011-2012 fiscal year estimates.

Budget data is available for download in PDF from our Web site: www.npc.edu/about-npc/public-notices/budget-hearing-notice

Dr. Jeanne Swarthout, President, Northland Pioneer College

- - - N P C - - -



Northland Pioneer College

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News Release

Marketing & Public Relations Office • P.O. Box 610, Holbrook AZ 86025-0610

Everett Robinson, Media Relations Coordinator

• 928.532.6174 • everett.robinson@npc.edu

Prepared Thursday, April 14, 2011 10:03 AM MST

NPC schedules truth in taxation, budget hearings, May 17

The Navajo County Community College District Governing Board will conduct Truth in Taxation and budget adoption public hearings on the 2011-12 Northland Pioneer College operating budget and district primary property tax rate on Tuesday, May 17, starting at 11 A.M. (M.S.T.) in the Painted Desert Campus Tiponi Community Center Eagle's Nest Conference Room, 2251 E. Navajo Blvd. in Holbrook.

The proposed budget reflects an increase in the primary property tax rate from \$1.1352 to \$1.2387 per \$100 net assessed valuation. Under the state's Truth in Taxation statutes, the rate actually increases from \$1.2144 to \$1.2387, or 2 percent.

The primary property tax for an owner-occupied residence with an assessed valuation of \$100,000 would increase \$2.43 per year, from \$121.44 to \$123.87. For the third year, NPC does not have a secondary tax rate, used to repay voter-approved capital improvement bonds.

Northland's proposed tax levy is at the maximum allowable under a proposition approved by voters in 2006. The primary property tax levy will generate \$12,710,760. The 9.1 percent increase in the primary tax rate will raise an additional \$249,031 in revenue due to new construction and increases in the county valuation estimates. After the public hearings the governing board can decrease or accept the budget from the preliminary figures adopted on April 19.

The budget data can be downloaded as a PDF from the college's Web site: www.npc.edu/about-npc/public-notices/budget-hearing-notice

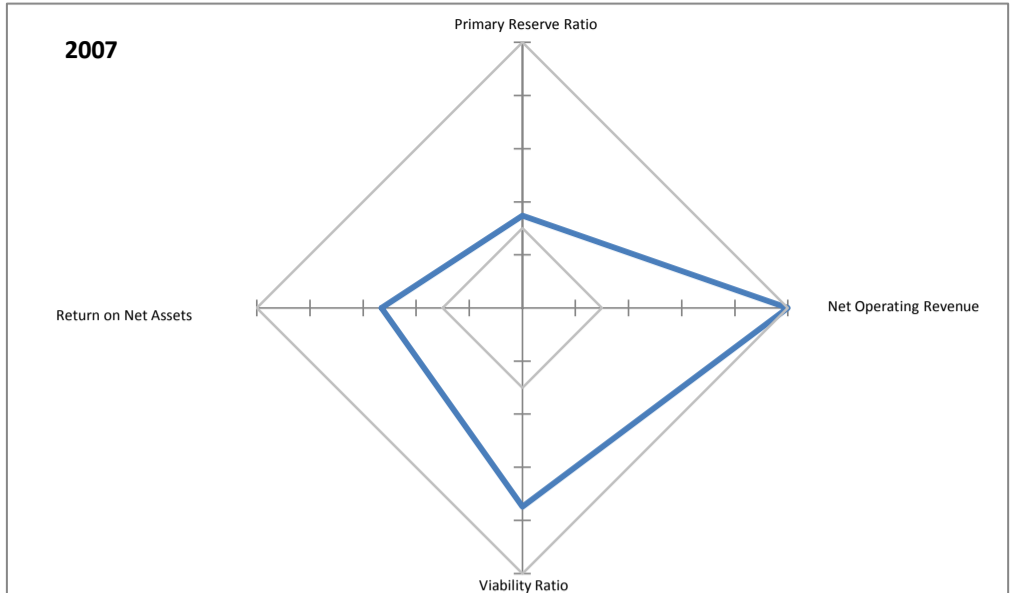
Interested citizens are encouraged to attend the Truth in Taxation and budget hearings and make comments prior to formal adoption of the budget by the local governing board during a special meeting immediately after the public hearings.

Comments about the budget or proposed primary tax rate increase should be directed to Blaine Hatch, vice president for administrative services, at NPC's District Offices in Holbrook, 524-7440. --- NPC ---

Financial Ratio Strength Factors

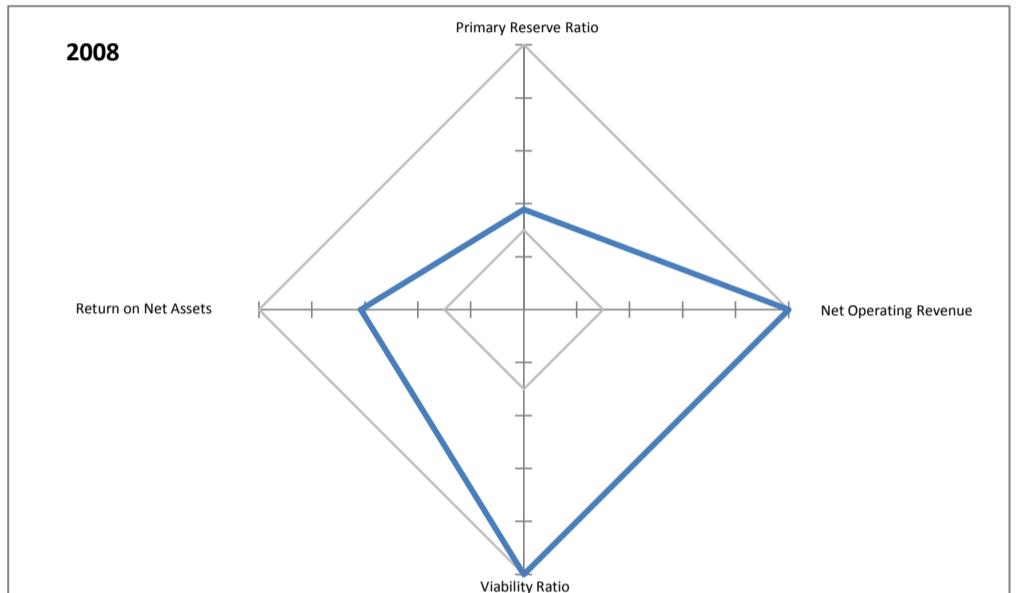
2007

3.47 Primary reserve
 10 Net operating revenues
 7.49 Viability
 5.3 Return on net assets



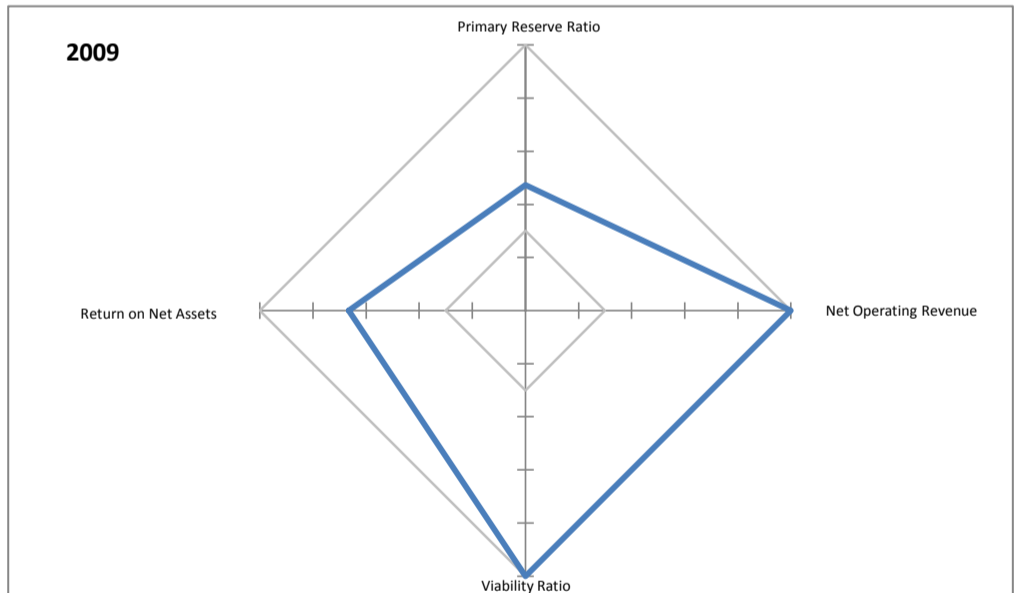
2008

3.78 Primary reserve
 10 Net operating revenues
 10 Viability
 6.15 Return on net assets



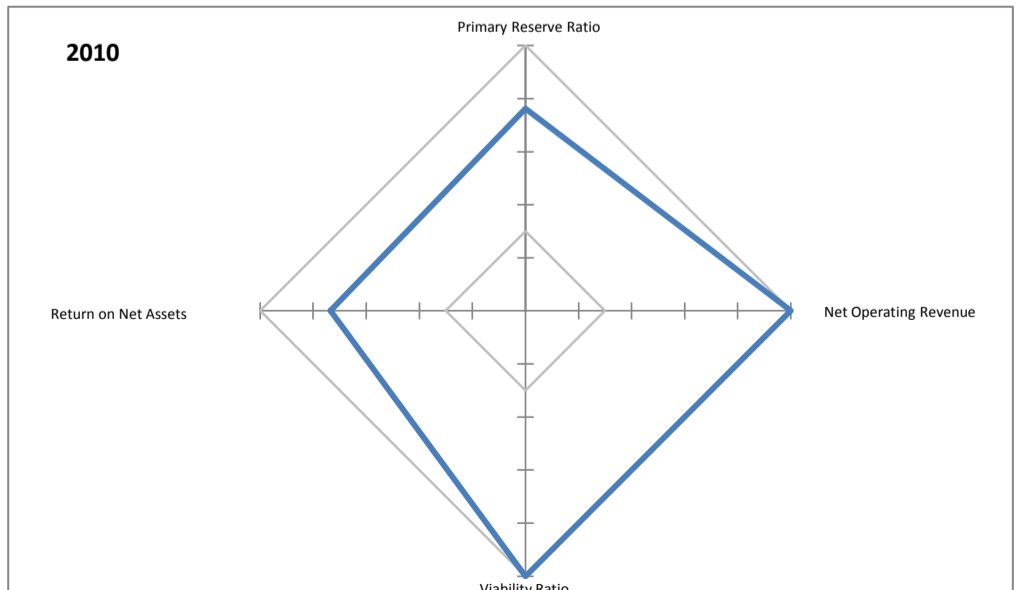
2009

4.73 Primary reserve
 10 Net operating revenues
 10 Viability
 6.65 Return on net assets



2010

7.63 Primary reserve
 10 Net operating revenues
 10 Viability
 7.35 Return on net assets



2011-12 Salary Schedules

Recommendation:

Staff recommends approval of the return to the 2009-10 salary schedules for 2011-12 plus an adjustment reflecting a two percent wage increase as presented in the attached schedules.

Salary Schedules:

Due to the State budget situation, along with ongoing depressed economic conditions, the Board approved a reduction in wages for all regular employee classes for the current fiscal year. No other community college district in Arizona implemented a wage and salary reduction in 2010-11, while some districts provided increases. The attached chart presents wage increases applied in the community college system in 2010-11, along with anticipated increases for 2011-12.

The expected budget impact to return wages to 2009-10 levels represents an increase of \$210,000.

Employee Related Expenses:

Employee ASRS contributions will increase from 9.85 percent to 11.4 percent, an increase of 1.55%. The change is the result of an actuarially based adjustment of 0.9% and a last-minute revision of the employee match from 50 percent to 53 percent.

NPC matching contributions will increase from 9.85 percent to 10.1 percent with a budget impact of about \$20,000. This information has been revised from previous discussions and is the result of the employer match changing from 50 percent to 47 percent. Community colleges are not required to remit the savings generated by this change to the State's general fund. The savings equals about \$60,000.

The Navajo County School Employee Benefit Trust is operating well, which has reduced the impact of double-digit increases in healthcare cost. Employer cost in 2011-12 is increasing about 5.1 percent and will have a budget impact of approximately \$65,000.

Dependent coverage will continue to be offered as an optional benefit with the employee bearing the entire cost. Employees with basic coverage for spouse OR children can expect an increase of \$312 annually and family coverage will increase \$396. An employee choosing to cover the additional cost of the premier plan will see an increase of about \$288 annually for their own coverage. Premier coverage for spouse OR children will increase about \$540 annually and family coverage will increase \$660.

Staff proposes an increase in wages to mitigate the impact on employees related to the ASRS changes and increases in health insurance. The 2009 -10 salary schedules have been increased by two percent. The expected budget impact to provide the wage adjustment as shown is expected to be \$210,000.

Total 2011-12 budget impact = \$505,000



Northland Pioneer College

Post Office Box 610 • Holbrook, Arizona • (928) 524-7600 • Fax: (928) 524-7612 • www.npc.edu

**Northland Pioneer College
Proposed 2011 - 2012 Faculty Salary Schedule**

Step	Grade	1	2	3	4	5	6	7	8	9	10	11
7		\$39,676	\$40,390	\$41,117	\$41,857	\$42,611	\$43,378	\$44,158	\$44,953	\$45,762	\$46,586	\$47,425
8		\$40,866	\$41,602	\$42,350	\$43,113	\$43,889	\$44,679	\$45,483	\$46,302	\$47,135	\$47,984	\$48,847
9		\$42,092	\$42,850	\$43,621	\$44,406	\$45,205	\$46,019	\$46,848	\$47,691	\$48,549	\$49,423	\$50,313
10		\$43,355	\$44,135	\$44,930	\$45,738	\$46,562	\$47,400	\$48,253	\$49,122	\$50,006	\$50,906	\$51,822
11		\$44,655	\$45,459	\$46,278	\$47,111	\$47,959	\$48,822	\$49,701	\$50,595	\$51,506	\$52,433	\$53,377
12		\$45,995	\$46,823	\$47,666	\$48,524	\$49,397	\$50,286	\$51,192	\$52,113	\$53,051	\$54,006	\$54,978
13		\$47,375	\$48,228	\$49,096	\$49,980	\$50,879	\$51,795	\$52,727	\$53,676	\$54,643	\$55,626	\$56,627
14		\$48,796	\$49,675	\$50,569	\$51,479	\$52,406	\$53,349	\$54,309	\$55,287	\$56,282	\$57,295	\$58,326
15		\$50,260	\$51,165	\$52,086	\$53,023	\$53,978	\$54,949	\$55,938	\$56,945	\$57,970	\$59,014	\$60,076
16		\$51,768	\$52,700	\$53,648	\$54,614	\$55,597	\$56,598	\$57,617	\$58,654	\$59,709	\$60,784	\$61,878
17		\$53,321	\$54,281	\$55,258	\$56,252	\$57,265	\$58,296	\$59,345	\$60,413	\$61,501	\$62,608	\$63,735
18		\$54,921	\$55,909	\$56,916	\$57,940	\$58,983	\$60,045	\$61,125	\$62,226	\$63,346	\$64,486	\$65,647
19		\$56,568	\$57,586	\$58,623	\$59,678	\$60,752	\$61,846	\$62,959	\$64,092	\$65,246	\$66,421	\$67,616
20		\$58,265	\$59,314	\$60,382	\$61,469	\$62,575	\$63,701	\$64,848	\$66,015	\$67,203	\$68,413	\$69,645
21		\$60,013	\$61,093	\$62,193	\$63,313	\$64,452	\$65,612	\$66,793	\$67,996	\$69,220	\$70,466	\$71,734
22		\$61,814	\$62,926	\$64,059	\$65,212	\$66,386	\$67,581	\$68,797	\$70,036	\$71,296	\$72,580	\$73,886
23		\$63,668	\$64,814	\$65,981	\$67,168	\$68,377	\$69,608	\$70,861	\$72,137	\$73,435	\$74,757	\$76,103

Adjunct Faculty Rate/Load Unit

Level	Amt
Level 1	\$610
Level 2	\$630
Level 3	\$650

Substitute Rate

\$20.00/hr

Hourly Rate - Nonexempt Staff for 2009-2010 Budget Year

Grade >	1	2	3	4	5	6	7	8	9	10	11
\$	11.32	11.68	12.04	12.39	12.75	13.11	13.46	13.82	14.18	14.54	14.89
\$	11.68	12.04	12.39	12.75	13.11	13.46	13.82	14.18	14.54	14.89	15.25
\$	12.04	12.39	12.75	13.11	13.46	13.82	14.18	14.54	14.89	15.25	15.61
\$	12.39	12.75	13.11	13.46	13.82	14.18	14.54	14.89	15.25	15.61	15.96
\$	12.75	13.11	13.46	13.82	14.18	14.54	14.89	15.25	15.61	15.96	16.32
\$	13.11	13.46	13.82	14.18	14.54	14.89	15.25	15.61	15.96	16.32	16.68
\$	13.46	13.82	14.18	14.54	14.89	15.25	15.61	15.96	16.32	16.68	17.03
\$	13.82	14.18	14.54	14.89	15.25	15.61	15.96	16.32	16.68	17.03	17.39
\$	14.18	14.54	14.89	15.25	15.61	15.96	16.32	16.68	17.03	17.39	17.75
\$	14.54	14.89	15.25	15.61	15.96	16.32	16.68	17.03	17.39	17.75	18.11
\$	14.89	15.25	15.61	15.96	16.32	16.68	17.03	17.39	17.75	18.11	18.46
\$	15.25	15.61	15.96	16.32	16.68	17.03	17.39	17.75	18.11	18.46	18.82
\$	15.61	15.96	16.32	16.68	17.03	17.39	17.75	18.11	18.46	18.82	19.18
\$	15.96	16.32	16.68	17.03	17.39	17.75	18.11	18.46	18.82	19.18	19.53
\$	16.32	16.68	17.03	17.39	17.75	18.11	18.46	18.82	19.18	19.53	19.89
\$	16.68	17.04	17.39	17.75	18.11	18.47	18.82	19.18	19.54	19.89	20.25
Level 1											
	Level 2										
	Level 3										

Hourly Rate - Technical and Skilled Craft - 2009-2010 Schedule

Grade >	1	2	3	4	5	6	7	8	9	10	11	12
\$	13.11	13.46	13.82	14.18	14.54	14.89	15.25	15.61	15.96	16.32	16.68	17.03
\$	13.46	13.82	14.18	14.54	14.89	15.25	15.61	15.96	16.32	16.68	17.03	17.39
\$	13.82	14.18	14.54	14.89	15.25	15.61	15.96	16.32	16.68	17.03	17.39	17.75
\$	14.18	14.54	14.89	15.25	15.61	15.96	16.32	16.68	17.03	17.39	17.75	18.11
\$	14.54	14.89	15.25	15.61	15.96	16.32	16.68	17.03	17.39	17.75	18.11	18.46
\$	14.89	15.25	15.61	15.96	16.32	16.68	17.03	17.39	17.75	18.11	18.46	18.82
\$	15.25	15.61	15.96	16.32	16.68	17.03	17.39	17.75	18.11	18.46	18.82	19.18
\$	15.61	15.96	16.32	16.68	17.03	17.39	17.75	18.11	18.46	18.82	19.18	19.53
\$	15.96	16.32	16.68	17.03	17.39	17.75	18.11	18.46	18.82	19.18	19.53	19.89
\$	16.32	16.68	17.03	17.39	17.75	18.11	18.46	18.82	19.18	19.53	19.89	20.25
\$	16.68	17.03	17.39	17.75	18.11	18.46	18.82	19.18	19.53	19.89	20.25	20.60
\$	17.03	17.39	17.75	18.11	18.46	18.82	19.18	19.53	19.89	20.25	20.60	20.96
\$	17.39	17.75	18.11	18.46	18.82	19.18	19.53	19.89	20.25	20.60	20.96	21.32
\$	17.75	18.11	18.46	18.82	19.18	19.53	19.89	20.25	20.60	20.96	21.32	21.68
\$	18.11	18.46	18.82	19.18	19.53	19.89	20.25	20.60	20.96	21.32	21.68	22.03
\$	18.46	18.82	19.18	19.53	19.89	20.25	20.60	20.96	21.32	21.68	22.03	22.39
Level T1												
	Level T2											
	Level T3											

Proposed Exempt Salary Range Chart 2011-2012

12 Month Staff		
Group	Base	Max
B2	\$33,592	\$47,028
B1	\$36,456	\$51,039
C3	\$37,387	\$52,341
C2	\$40,940	\$57,316
C1	\$43,572	\$61,002
D3	\$48,615	\$68,062
D2	\$60,861	\$85,206
D1	\$79,229	\$106,958
E	\$100,071	\$135,096

11 Month Staff		
B2	\$30,362	\$42,508
B1	\$32,951	\$46,132
C3	\$33,793	\$47,309
C2	\$37,004	\$51,805
C1	\$39,384	\$55,138

10 Month Staff		
B2	\$27,778	\$38,889
B1	\$30,146	\$42,205
C3	\$30,916	\$43,283
C2	\$33,854	\$47,395
C1	\$36,032	\$50,444

Exempt Positions by Salary Group	
B2	Center Manager
B2	Financial Aid Advisor/Technician
B2	Information Services Manager
B2	Lead Technician for Technical Services
B2	Network Support Technician
B2	Technical Designer/Production Manager
B1	Associate Librarian
B1	Bookstore Manager
B1	Campus Manager
B1	Small Business Analyst
C3	Academic Advisor
C3	Carl Perkins Grant Manager
C3	Recruitment Advisor
C2	Apache Families First Coordinator
C2	Assistant to the President
C2	Biology Lab Manager
C2	Carl Perkins Grant Manager
C2	Coordinator of High School Programs
C2	General Ledger Accountant
C2	Head Librarian
C2	Media Relations Coordinator
C2	Payroll Supervisor
C2	Student Account Coordinator
C1	ABE Special Sites Coordinator
C1	ADOC Program Coordinator
C1	Business & Industry Training Coordinator
C1	Coordinator of Community Education
C1	Coordinator of Student Services Info Systems
C1	Disabilities Resource & Access Coordinator
C1	Institutional Research Analyst
C1	System Analyst/Programmer
D3	Apache County Coordinator
D3	Director of Financial Aid
D3	Director of Small Business Development Center
D2	Controller
D2	Director of Developmental Services
D2	Director of Enrollment Services
D2	Director of Facilities & Vehicles
D2	Director of Human Resources
D2	Director of Marketing & Public Relations
D2	Network & Systems Administrator
D1	Dean of Arts and Sciences
D1	Dean of Career and Technical Education
D1	Dean of Nursing & Allied Health
D1	Director of Financial Services
D1	Director of Information Services
E	Vice President for Administrative Services
E	Vice President for Learning & Student Services

Northland Pioneer College
Final 2010 - 2011 Faculty Salary Schedule

Step	1	2	3	4	5	6	7	8	9	10	11
1	\$ 38,120	\$38,806	\$39,505	\$40,216	\$40,940	\$41,676	\$42,427	\$43,190	\$43,968	\$44,759	\$45,565
2	\$39,263	\$39,970	\$40,690	\$41,422	\$42,168	\$42,927	\$43,699	\$44,486	\$45,287	\$46,102	\$46,932
3	\$40,441	\$41,169	\$41,910	\$42,665	\$43,433	\$44,215	\$45,010	\$45,821	\$46,645	\$47,485	\$48,340
4	\$41,655	\$42,404	\$43,168	\$43,945	\$44,736	\$45,541	\$46,361	\$47,195	\$48,045	\$48,910	\$49,790
5	\$42,904	\$43,677	\$44,463	\$45,263	\$46,078	\$46,907	\$47,752	\$48,611	\$49,486	\$50,377	\$51,284
6	\$44,191	\$44,987	\$45,797	\$46,621	\$47,460	\$48,314	\$49,184	\$50,069	\$50,971	\$51,888	\$52,822
7	\$45,517	\$46,336	\$47,171	\$48,020	\$48,884	\$49,764	\$50,660	\$51,571	\$52,500	\$53,445	\$54,407
8	\$46,883	\$47,727	\$48,586	\$49,460	\$50,350	\$51,257	\$52,179	\$53,119	\$54,075	\$55,048	\$56,039
9	\$48,289	\$49,158	\$50,043	\$50,944	\$51,861	\$52,794	\$53,745	\$54,712	\$55,697	\$56,700	\$57,720
10	\$49,738	\$50,633	\$51,544	\$52,472	\$53,417	\$54,378	\$55,357	\$56,354	\$57,368	\$58,401	\$59,452
11	\$51,230	\$52,152	\$53,091	\$54,046	\$55,019	\$56,010	\$57,018	\$58,044	\$59,089	\$60,153	\$61,235
12	\$52,767	\$53,717	\$54,684	\$55,668	\$56,670	\$57,690	\$58,728	\$59,785	\$60,862	\$61,957	\$63,072
13	\$54,350	\$55,328	\$56,324	\$57,338	\$58,370	\$59,421	\$60,490	\$61,579	\$62,687	\$63,816	\$64,964
14	\$55,980	\$56,988	\$58,014	\$59,058	\$60,121	\$61,203	\$62,305	\$63,426	\$64,568	\$65,730	\$66,913
15	\$57,660	\$58,698	\$59,754	\$60,830	\$61,925	\$63,039	\$64,174	\$65,329	\$66,505	\$67,702	\$68,921
16	\$59,390	\$60,459	\$61,547	\$62,655	\$63,782	\$64,931	\$66,099	\$67,289	\$68,500	\$69,733	\$70,988
17	\$61,171	\$62,272	\$63,393	\$64,534	\$65,696	\$66,878	\$68,082	\$69,308	\$70,555	\$71,825	\$73,118

Adjunct Faculty Rate/Load Unit

- Level Amt
- Level 1 \$600
- Level 2 \$620
- Level 3 \$640

Substitute Rate
 \$20.00/hr

Final Hourly Rate - Nonexempt Staff for 2010-2011 Budget Year

Step	Grade >	1	2	3	4	5	6	7	8	9	10	11
1	\$	10.97	11.31	11.65	11.99	12.33	12.67	13.01	13.35	13.69	14.03	14.37
2	\$	11.31	11.65	11.99	12.33	12.67	13.01	13.35	13.69	14.03	14.37	14.71
3	\$	11.65	11.99	12.33	12.67	13.01	13.35	13.69	14.03	14.37	14.71	15.05
4	\$	11.99	12.33	12.67	13.01	13.35	13.69	14.03	14.37	14.71	15.05	15.39
5	\$	12.33	12.67	13.01	13.35	13.69	14.03	14.37	14.71	15.05	15.39	15.73
6	\$	12.67	13.01	13.35	13.69	14.03	14.37	14.71	15.05	15.39	15.73	16.07
7	\$	13.01	13.35	13.69	14.03	14.37	14.71	15.05	15.39	15.73	16.07	16.41
8	\$	13.35	13.69	14.03	14.37	14.71	15.05	15.39	15.73	16.07	16.41	16.75
9	\$	13.69	14.03	14.37	14.71	15.05	15.39	15.73	16.07	16.41	16.75	17.09
10	\$	14.03	14.37	14.71	15.05	15.39	15.73	16.07	16.41	16.75	17.09	17.43
11	\$	14.37	14.71	15.05	15.39	15.73	16.07	16.41	16.75	17.09	17.43	17.77
12	\$	14.71	15.05	15.39	15.73	16.07	16.41	16.75	17.09	17.43	17.77	18.11
13	\$	15.05	15.39	15.73	16.07	16.41	16.75	17.09	17.43	17.77	18.11	18.45
14	\$	15.39	15.73	16.07	16.41	16.75	17.09	17.43	17.77	18.11	18.45	18.79
15	\$	15.73	16.07	16.41	16.75	17.09	17.43	17.77	18.11	18.45	18.79	19.13
16	\$	16.07	16.41	16.75	17.09	17.43	17.77	18.11	18.45	18.79	19.13	19.47
Level 1												
Level 2												
Level 3												

Proposed Hourly Rate - Technical and Skilled Craft - 2010-2011 Schedule

Step	Grade >	1	2	3	4	5	6	7	8	9	10	11	12
1	\$	12.67	13.01	13.35	13.69	14.03	14.37	14.71	15.05	15.39	15.73	16.07	16.41
2	\$	13.01	13.35	13.69	14.03	14.37	14.71	15.05	15.39	15.73	16.07	16.41	16.75
3	\$	13.35	13.69	14.03	14.37	14.71	15.05	15.39	15.73	16.07	16.41	16.75	17.09
4	\$	13.69	14.03	14.37	14.71	15.05	15.39	15.73	16.07	16.41	16.75	17.09	17.43
5	\$	14.03	14.37	14.71	15.05	15.39	15.73	16.07	16.41	16.75	17.09	17.43	17.77
6	\$	14.37	14.71	15.05	15.39	15.73	16.07	16.41	16.75	17.09	17.43	17.77	18.11
7	\$	14.71	15.05	15.39	15.73	16.07	16.41	16.75	17.09	17.43	17.77	18.11	18.45
8	\$	15.05	15.39	15.73	16.07	16.41	16.75	17.09	17.43	17.77	18.11	18.45	18.79
9	\$	15.39	15.73	16.07	16.41	16.75	17.09	17.43	17.77	18.11	18.45	18.79	19.13
10	\$	15.73	16.07	16.41	16.75	17.09	17.43	17.77	18.11	18.45	18.79	19.13	19.47
11	\$	16.07	16.41	16.75	17.09	17.43	17.77	18.11	18.45	18.79	19.13	19.47	19.81
12	\$	16.41	16.75	17.09	17.43	17.77	18.11	18.45	18.79	19.13	19.47	19.81	20.15
13	\$	16.75	17.09	17.43	17.77	18.11	18.45	18.79	19.13	19.47	19.81	20.15	20.49
14	\$	17.09	17.43	17.77	18.11	18.45	18.79	19.13	19.47	19.81	20.15	20.49	20.83
15	\$	17.43	17.77	18.11	18.45	18.79	19.13	19.47	19.81	20.15	20.49	20.83	21.17
16	\$	17.77	18.11	18.45	18.79	19.13	19.47	19.81	20.15	20.49	20.83	21.17	21.51
Level T1													
Level T2													
Level T3													

Exempt Salary Range Chart 2010-2011

12 Month Staff		
Group	Base	Max
B2	\$32,274	\$45,184
B1	\$35,026	\$49,037
C3	\$35,921	\$50,289
C2	\$39,334	\$55,068
C1	\$41,864	\$58,610
D3	\$46,709	\$65,392
D2	\$58,475	\$81,864
D1	\$76,122	\$102,764
E	\$96,147	\$129,798

11 Month Staff		
Group	Base	Max
B2	\$29,171	\$40,841
B1	\$31,659	\$44,323
C3	\$32,468	\$45,454
C2	\$35,553	\$49,773
C1	\$37,840	\$52,976

10 Month Staff		
Group	Base	Max
B2	\$26,688	\$37,363
B1	\$28,964	\$40,549
C3	\$29,704	\$41,585
C2	\$32,526	\$45,537
C1	\$34,619	\$48,466

Exempt Positions by Salary Group	
B2	Center Manager
B2	Financial Aid Advisor/Technician
B2	IS Department Manager
B2	Lead Technician for Technical Services
B2	Technical Designer/Production Manager
B1	Associate Librarian
B1	Bookstore Manager
B1	Campus Manager
B1	Small Business Analyst
C3	Academic Advisor
C3	Carl Perkins Grant Manager
C2	Apache Families First Coordinator
C2	Assistant to the President
C2	Carl Perkins Grant Manager
C2	Coordinator of High School Programs
C2	Head Librarian
C2	Media Relations Coordinator
C2	Payroll Supervisor
C1	ABE Special Sites Coordinator
C1	ADOC Program Coordinator
C1	Small Business and Industry Training Coordinator
C1	Coordinator of Community Education
C1	Coordinator of Student Services Info Systems
C1	Disabilities Resource & Access Coordinator
C1	Institutional Research Analyst
C1	System Analyst/Programmer
D3	Apache County Coordinator
D3	Director of Financial Aid
D3	Director of Small Business Development Center
D3	Executive Director NPC Foundation
D2	Controller
D2	Director of Developmental Services
D2	Director of Enrollment Services
D2	Director of Facilities and Vehicles
D2	Director of Marketing & Public Relations
D1	Dean of Arts and Sciences
D1	Dean of Career and Technical Education
D1	Dean of Nursing & Allied Health
D1	Director of Financial Services
D1	Director of Human Resources
D1	Director of Information Services
E	Vice President for Administrative Services
E	Vice President for Learning & Student Services



Arizona State Retirement System

3300 North Central Avenue, Phoenix, AZ 85012
www.azasrs.gov

Special Notice

Contribution rates set for FY 2012 PBI to remain constant

Questions?
AskMac@azasrs.gov
Phoenix (602) 240-2000
Tucson (520) 239-3100
Toll-Free (800) 621-3778

December 17, 2010

At its December 17, 2010 meeting, the ASRS Board of Trustees accepted valuations for the various ASRS program plans and approved new contribution rates for the Defined Benefit Plan for fiscal year 2012, which take effect July 1, 2011. The contribution rates are as follows:

Combined Pension Plan and Health Insurance Benefit:

Current Contribution Rate: 9.6%
Rate for July 1, 2011: 10.5%

Long-Term Disability (LTD):

Current Contribution Rate: 0.25%
Rate for July 1, 2011: 0.25%

Total Contribution Rate (Pension plus Health Insurance plus LTD):

Current Contribution Rate: 9.85%
Rate for July 1, 2011: 10.75%

Also at the Board meeting, it was presented that there are no funds available for an additional Permanent Benefit Increase for retired members. All current PBIs will continue to be included in benefit checks.

The increase in the Defined Benefit Plan contribution rate is due primarily to the downturn in the overall equity markets in 2008. Also impacting the rates: a shrinking government workforce, leading to decreased total contributions coming in for the fiscal year that ended June 30, 2010, the date of the actuarial valuation used to determine the contribution rate. The rate of return to the overall ASRS fund for the fiscal year ended June 30, 2010 was a positive 14.9 percent, but previous years' negative returns are still being recognized in the valuations.

For retirees, there still remain no excess returns to fund an addition to the Permanent Benefit Increase program. As outlined in state statute, increases can only be provided when there are excess returns. Given the market performance over the past 10-year period that the ASRS employs to recognize gains and losses over time, it is expected to be several years before the PBI pool can provide for an addition to the PBI to retirees.

From: EmployerRelations [mailto:EmployerRelations@azasrs.gov]
Sent: Monday, April 04, 2011 3:37 PM
Subject: Senate Bill 1614

To: ASRS Employers:

We want to bring to your attention a budget bill that has been passed by the legislature and transmitted to the Governor for her signature that will impact the ASRS.
Senate Bill 1614 requires:

- Beginning July 1, 2011, employers to contribute 47% of the total (Plan and LTD) ASRS contribution rate, and the employee to contribute 53 % of the total contribution rate. This replaces the current 50/50 split for employer and employee contribution rates.
- State and educational employers to transfer the difference between the current 50% and the proposed 47% employer contribution rate to the state general fund in fiscal year 2012.
- A new state employee hired after the effective date (not yet determined) who is regularly scheduled to work must wait at least six months before being eligible for and enrolled in the Arizona State Retirement System.

You can read more about this and other ASRS related bills in our 2011 ASRS Pending Legislation Summary:

https://www.azasrs.gov/content/pdf/2011_legislation_summary.pdf

We are interested in learning whether any of the provisions in the legislation would have an impact on you as an employer, particularly if it would require programming costs on your part to implement the changes outlined in the legislation.

Due to the pending action of the Governor and legislature, your quick response to our request for information would be greatly appreciated. Though knowing the dollar impact would be most helpful, even knowing the administrative and IT impacts would be helpful to us at this time.

Please take a moment to send us information on this at EmployerRelations@azasrs.gov

Thank you in advance for your response to this matter.

Michele Briggs
Employer Relations Manager
ASRS

ASRS Contribution Rates *Percentage of Payroll*



Wage Comparison

2010-2011

	Faculty	Classified Staff	Admin Staff
Average	0.73%	0.73%	0.73%
Yavapai	2.00%	2.00%	2.00%
NPC	-2.00%	-2.00%	-2.00%
Coconino	0.45%	0.45%	0.45%
Eastern	0.45%	0.45%	0.45%
Arizona Western	0.45%	0.45%	0.45%
Central	2.00%	2.00%	2.00%
Cochise*	0.45%	0.45%	0.45%
Mohave	2.40%	2.40%	2.40%
Pima	0.45%	0.45%	0.45%
Maricopa	0.60%	0.60%	0.60%
NPC var from Average	-2.73%	-2.73%	-2.73%

2011-2012

	Faculty	Classified Staff	Admin Staff
Average	1.85%	1.60%	1.60%
Yavapai	4.13%	3.60%	3.60%
NPC	4.00%	4.00%	4.00%
Coconino	3.90%	2.90%	2.90%
Eastern	0.00%	0.00%	0.00%
Arizona Western	2.00%	2.00%	2.00%
Central	0.00%	0.00%	0.00%
Cochise*	1.00%	1.00%	1.00%
Mohave	2.00%	1.00%	1.00%
Pima	1.50%	1.50%	1.50%
Maricopa	0.00%	0.00%	0.00%
NPC var from Average	2.15%	2.40%	2.40%
2YR Var from Average	-0.58%	-0.33%	-0.33%

* Plus \$500

NORTHLAND PIONEER COLLEGE

Insurance Costs for Employees

Effective July 1, 2011

Navajo County Schools Employee Benefits Trust Cost of Medical Insurance

2011-2012 Contribution Rates

Basic Plan (B-25)*

Covered Group	Medical	Dental	TOTAL Monthly Cost to Employee
Employee Only	\$491	\$39	\$ 0
Employee & Spouse	\$982	\$84	\$536
Employee & Child(ren)	\$982	\$91	\$543
Employee & Family	\$1,089	\$123	\$682

Premier Plan (A-15)*

Covered Group	Medical	Dental	TOTAL Monthly Cost to Employee
Employee Only	\$605	\$39	\$114
Employee & Spouse	\$1,179	\$84	\$733
Employee & Child(ren)	\$1,179	\$91	\$740
Employee & Family	\$1,304	\$123	\$897

**The cost of the Basic Plan for employee medical & dental insurance is an employee benefit and is deducted from the total monthly cost.*

VOLUNTARY DEDUCTION

Cost of Avesis Insurance Group ID 1056 Carrier #10790

Covered Group	Vision Cost
Employee Only	\$8.05
Employee & Spouse	\$15.13
Employee & Child (ren)	\$16.58
Employee & Family	\$20.93

For benefit questions call 1-800-828-9341

NORTHLAND PIONEER COLLEGE

Insurance Costs for Employees

Effective July 1, 2010

Navajo County Schools Employee Benefits Trust Cost of Medical Insurance

2010-2011 Contribution Rates

Basic Plan (B-25)*

Covered Group	Medical	Dental	TOTAL Monthly Cost to Employee
Employee Only	\$467	\$37	\$ 0
Employee & Spouse	\$934	\$80	\$510
Employee & Child(ren)	\$934	\$86	\$516
Employee & Family	\$1,036	\$117	\$649

Premier Plan (A-15)*

Covered Group	Medical	Dental	TOTAL Monthly Cost to Employee
Employee Only	\$557	\$37	\$ 90
Employee & Spouse	\$1,086	\$80	\$662
Employee & Child (ren)	\$1,086	\$86	\$668
Employee & Family	\$1,201	\$117	\$814

**The cost of the Basic Plan for employee medical & dental insurance is an employee benefit and is deducted from the total monthly cost.*

VOLUNTARY DEDUCTION

Cost of Avesis Insurance Group ID 1056 Carrier #10790

Covered Group	Vision Cost
Employee Only	\$8.05
Employee & Spouse	\$15.13
Employee & Child (ren)	\$16.58
Employee & Family	\$20.93

For benefit questions call 1-800-828-9341

Consumer Price Index - February 2011

The Consumer Price Index for All Urban Consumers (CPI-U) increased 0.5 percent in February on a seasonally adjusted basis. Over the last 12 months, the all items index increased 2.1 percent before seasonal adjustment. The energy index was once again the largest contributor. The gasoline index continued to rise, and the index for household energy turned up in February with all of its components posting increases. Food indexes also continued to rise in February, with sharp increases in the indexes for fresh vegetables and meats contributing to a 0.8 percent increase in the food at home index, the largest since July 2008. The index for all items less food and energy rose in February as well. Most of its major components posted increases, including the indexes for shelter, new vehicles, medical care, and airline fares.

The 12-month changes in major indexes continue to trend upward. The all items index increased 2.1 percent for the 12 months ending February; the figure was 1.1 percent as recently as November. The 12-month increase in the index for all items less food and energy reached 1.1 percent in February after being as low as 0.6 percent in October. The 11.0 percent increase in the energy index is the largest since May 2010, while the 2.3 percent rise in the food index is the largest since May 2009.

Request to Approve Revised Employment Contracts

Recommendation:

Staff recommends approval of the revised employment contracts as presented.

Summary:

The revised contracts will replace current employee contract language at the beginning of the next contract period (July 1, 2011) and will allow the college increased flexibility with the current uncertain economic conditions, including ongoing concerns about State aid.

Staff initially reviewed the proposed employment contracts in detail at the January meeting. The proposed versions of each class of contracts are attached along with a copy of the referenced procedure 2720.



Northland Pioneer College

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**NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT/NORTHLAND PIONEER COLLEGE
2010-2011 Faculty Employment Contract**

Employee: _____

This Contract is entered into by Navajo County Community College District/Northland Pioneer College ("College"), a political subdivision of the State of Arizona, and the Employee identified above ("Employee").

1. Employment; term and termination. College hereby employs Employee, and Employee hereby agrees to be employed by College, on the terms set forth in this Contract.

Job title: _____ Location: _____

Department: _____ Type: 9-Month Faculty Contracted for 30 loads
10-Month Faculty Contracted for 33 loads
11-Month Faculty Contracted for 36 loads

Salary Schedule: _____ Base Salary: _____

Prorated Salary: _____

Start Date: _____ End Date: _____

Employee shall not be entitled to any renewal or extension of this Contract except to the extent expressly provided in College Policies and Procedures.

2. Duties. Employee shall perform the duties described in the attached job description. Employee shall perform such additional and different duties as may be assigned. Employee shall comply with all applicable College Policies and Procedures as they exist at the time this Contract is signed and as they may be supplemented, revised or amended during the term of this Contract.

3. Compensation.

(a) In addition to the base salary set forth above, Employee shall receive such employee benefits as may be established by College Policy and Procedure for employees in Employee's position.

(b) If Employee believes a mistake has been made in Employee's placement on the salary schedule, Employee shall have fifteen (15) working days from the effective date of this Contract to notify College of the perceived mistake. If College finds an error concerning placement on the salary schedule, College shall notify Employee and a payment schedule will be set up to correct any such error.

(c) The Base Salary specified above may be reduced due to changed circumstances in accordance with Procedure 2720. In the event that Employee finds a proposed or implemented salary reduction, change of work hours, furlough or change of work location unacceptable, Employee may resign with thirty days' prior notice.

(d) If Employee takes leave time in excess of that for which Employee is eligible under College Policy and Procedure, or is absent without permission or in violation of College Policy and Procedure, a pro-rata reduction shall be made in the amount of compensation due.

4. Conditions. This Contract must be signed and returned within fifteen (15) calendar days from the date it is received by Employee. This contract is also conditioned upon Employee's being in compliance with applicable immigration laws and upon College's receiving satisfactory confirmation thereof pursuant to A.R.S. § 23-214 or any successor statute. This contract may be voided by College if either of these conditions is not satisfied.

5. Conflict of interest. This contract is subject to cancellation for conflict of interest pursuant to A.R.S. § 38-511.

6. **Entire Agreement.** This Contract, the attached job description, Procedure 2720 and such applicable employee benefits as may be established by College Policy and Procedure constitute the entire agreement between the parties. Any prior or contemporaneous agreements, whether written or oral, are superseded by execution of this Contract. To be effective, any subsequent amendment or addendum to this Contract must be in writing and must be signed by both parties.

****Grant funded positions/contracts are contingent on continuation of grant funding.****

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

SIGNATURE: _____ Date: _____
Jeanne Swarthout, Ph.D.

EMPLOYEE

SIGNATURE: _____ Date: _____

Address: _____ Phone: _____

OFFICE USE ONLY

NPC I.D. #: _____

\$ Paid from account(s): _____ % _____
_____ % _____
_____ % _____

Returned to HR Office: _____

**NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT/NORTHLAND PIONEER COLLEGE
2011-2012 Staff employment Contract**

Employee: _____

This Contract is entered into by Navajo County Community College District/Northland Pioneer College ("College"), a political subdivision of the State of Arizona, and the Employee identified above ("Employee").

1. Employment; term and termination. College hereby employs Employee, and Employee hereby agrees to be employed by College, on the terms set forth in this Contract.

Job title: _____ Location: _____

Department: _____ Type: _____

Salary Schedule: _____ Base Salary: _____

Prorated Salary: _____

Start Date: _____ End Date: _____

Employee shall not be entitled to any renewal or extension of this Contract except to the extent expressly provided in College Policies and Procedures. Should Employee wish to resign from employment with the College during the term of this contract, Employee must provide the College with at least thirty (30) days' prior notice.

2. Duties. Employee shall perform the duties described in the attached job description. Employee shall perform such additional and different duties as may be assigned. Employee shall comply with all applicable College Policies and Procedures as they exist at the time this Contract is signed and as they may be supplemented, revised or amended during the term of this Contract.

3. Compensation.

(a) In addition to the base salary set forth above, Employee shall receive such employee benefits as may be established by College Policy and Procedure for employees in Employee's position.

(b) If Employee believes a mistake has been made in Employee's placement on the salary schedule, Employee shall have fifteen (15) working days from the effective date of this Contract to notify College of the perceived mistake. If College finds an error concerning placement on the salary schedule, College shall notify Employee and a payment schedule will be set up to correct any such error.

(c) The Base Salary specified above may be reduced due to changed circumstances in accordance with Procedure 2720. In the event that Employee finds a proposed or implemented salary reduction, change of work hours, furlough or change of work location unacceptable, Employee may resign pursuant to paragraph 1.

(d) If Employee takes leave time in excess of that for which Employee is eligible under College Policy and Procedure, or is absent without permission or in violation of College Policy and Procedure, a pro-rata reduction shall be made in the amount of compensation due.

4. Conditions. This Contract must be signed and returned within fifteen (15) calendar days from the date it is received by Employee. This contract is also conditioned upon Employee's being in compliance with applicable immigration laws and upon College's receiving satisfactory confirmation thereof pursuant to A.R.S. § 23-214 or any successor statute. This contract may be voided by College if either of these conditions is not satisfied.

5. Conflict of interest. This contract is subject to cancellation for conflict of interest pursuant to A.R.S. § 38-511.

6. Entire agreement. This Contract, the attached job description, Procedure 2720 and such applicable employee benefits as may be established by College Policy and Procedure constitute the entire agreement between the parties. Any prior or contemporaneous agreements, whether written or oral, are superseded by execution of this

Contract. To be effective, any subsequent amendment or addendum to this Contract must be in writing and must be signed by both parties.

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

SIGNATURE: _____

Date: _____

EMPLOYEE

SIGNATURE: _____

Date: _____

Address: _____

Phone: _____

OFFICE USE ONLY

NPC I.D. #: _____

\$ Paid from account(s): _____ % _____

_____ % _____

_____ % _____

Returned to HR Office: _____

**NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT/NORTHLAND PIONEER COLLEGE
2011-2012 Administrator Employment Contract**

Administrator: _____ Job Title: _____
Location: _____

This Contract is entered into by Navajo County Community College District/Northland Pioneer College ("College"), a political subdivision of the State of Arizona, and _____ ("Administrator").

1. Employment; term and termination. College hereby employs Administrator, and Administrator hereby agrees to be employed by College, for a period commencing on _____, 2011, and ending on _____, 2012. Administrator shall not be entitled to any renewal or extension of this Contract. Should Administrator wish to resign from employment with the College during the term of this contract, Administrator must provide the College with at least thirty (30) days' prior notice.

2. Duties. Administrator shall perform the duties described in the attached job description. Administrator shall perform such additional and different duties as may be assigned. Administrator shall comply with all applicable College Policies and Procedures as they exist at the time this Contract is signed and as they may be supplemented, revised or amended during the term of this Contract.

3. Compensation. Administrator's *Base Salary shall be \$_____. In addition, Administrator shall receive such employee benefits as may be established by College Policy and Procedure for employees in Administrator's position. The Base Salary specified above may be reduced due to changed circumstances in accordance with Procedure 2720. In the event that Administrator finds a proposed or implemented salary reduction, change of work hours, furlough or change of work location unacceptable, Administrator may resign pursuant to paragraph 1.

4. Conditions. This Contract must be signed and returned within fifteen (15) calendar days from the date it is received by Administrator. This contract is also conditioned upon Administrator's being in compliance with applicable immigration laws and upon College's receiving satisfactory confirmation thereof pursuant to A.R.S. § 23-214 or any successor statute. This contract may be voided by College if either of these conditions is not satisfied.

5. Conflict of interest. This contract is subject to cancellation for conflict of interest pursuant to A.R.S. § 38-511.

6. Entire agreement. This Contract, the attached job description, Procedure 2720 and such applicable employee benefits as may be established by College Policy and Procedure constitute the entire agreement between the parties. Any prior or contemporaneous agreements, whether written or oral, are superseded by execution of this Contract. To be effective, any subsequent amendment or addendum to this Contract must be in writing and must be signed by both parties.

*Prorated amount for remainder of fiscal year is \$_____.

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

SIGNATURE: _____

Date: _____

ADMINISTRATOR

SIGNATURE: _____

Date: _____

Address: _____

Phone: _____

OFFICE USE ONLY

NPC I.D. #: _____

\$	Paid from account(s):	_____	%	_____
		_____	%	_____
		_____	%	_____

Returned to HR Office: _____

Procedure 2720

CHANGES IN TERMS OF EMPLOYMENT

A. Purpose

A change in terms of employment may consist of a reduction in force, a reduction in work hours, a reduction in compensation and/or a furlough. Such changes may be necessitated by a variety of circumstances, including but not limited to changes in or decreases to work requirements, reorganization, a decline in enrollment, elimination of educational or administrative services or programs, reduced funding or financial constraints.

B. Applicability

This procedure applies to all employees except for student employees, temporary employees, or probationary employees.

C. Procedure

1. If the President determines that a change in terms of employment is necessary, the President shall make a written recommendation for such a change to the Board. The recommendation shall identify the employees who would be affected by the recommended change in terms of employment. The President's recommendation should be designed to achieve any necessary savings with as little disruption to the College's mission as possible.
2. The change in terms of employment that is recommended by the President shall take effect on the date proposed by the President, which shall be at least ninety (90) days after the recommendation is submitted by the President to the Board, unless the Board rejects or modifies the recommendation prior to its effective date.
3. Employees who would be affected by the proposed change in terms of employment shall be given prompt notice of the President's recommendation. Those employees may submit written comments concerning the recommendation to the Board. Such comments should be submitted no later than ten (10) days prior to the meeting at which the Board is to consider the President's recommendation.
6. The Board shall consider the President's recommendation at a public meeting. The Board may allow a reasonable opportunity for public comment concerning the President's recommendation. The Board shall approve, modify or reject the President's recommendation within ninety (90) days from the date it is submitted to the Board by the President.

D. Procedures Applicable to a Reduction in Force

1. When a change in terms of employment consists of a reduction in force, during a one (1) year period from the date when an employee's employment was terminated, affected employees shall be considered on layoff status. Such employees shall be offered reemployment if suitable positions become available. If positions become available that could be filled by more than one employee on layoff status, the President shall determine

the order in which reemployment will be offered. An individual who is offered reemployment will have ten (10) working days within which to accept or decline the offer. To be entitled to an offer of reemployment, the affected employee must inform the College's Human Resources Department of his or her availability for work. The employee must also keep the Human Resources Department apprised of his or her current mailing address throughout the one (1) year period. Written notice of any offers of reemployment shall be sent to the most current address on file for the employee with the College's Human Resources Department. After one (1) year following the effective date of a layoff, the employee will have no further hiring priority rights.

2. Layoff status will impact the benefits of affected employees in the following ways:
 - a. Retirement service credit is not accrued during the layoff period.
 - b. Health benefits are covered to the extent permitted under COBRA regulations. If the employee elects to continue health coverage, he or she must pay the entire premium for the insurance, which will include both the employee's and the College's portion of the premium.
 - c. Annual or any other leave benefits are not accrued during the layoff period. Annual leave or any other leave benefits due at the beginning of the layoff period will be paid to the affected employee at normal paycheck distribution time following the date of layoff.
 - d. Sick leave is not accrued during the layoff period, but sick leave hours that have already accrued at the time the employee is placed on layoff status will be retained. Sick leave benefits may not be used during the layoff period.
 - e. Employees on layoff status and their eligible dependents may continue to participate in the employee tuition waiver program during the one (1) year period.
3. The Human Resources Department will assist employees on layoff status in finding new employment by providing outplacement counseling and services for three (3) months following the layoff.

Request to Issue Requests for Proposals for the Aspen Center Canopy Project

Recommendation:

Staff recommends approval to issue requests for proposals for the Aspen Center canopy project at the White Mountain Campus.

Summary:

The Aspen Center at the White Mountain Campus has experienced several incidents related to water infiltration in and around the building. When the facility was constructed, plans called for lime stabilization of the soil extending to the edge of the sidewalks around the perimeter of the building. However, the soil was stabilized to the edge of the building footprint only. Subsequently, the sidewalks have experienced movement as the soil underneath has taken on water. The sidewalk was eventually removed along the north side of the building. This resulted in significant improvement.

However, recent movement along the east side of the building has required temporary closure of the east entrance to the building. Additionally, efforts to seal the block face of the building, particularly on the south side, have failed to eliminate water infiltration through the walls and windows. Water infiltration has required removal and replacement of the gypsum board and carpeting, often disrupting classes and other college work.

Staff has consulted with engineers, architects and our insurance provider and has concluded the optimal solution to additional possible damage and mold growth is the addition of a canopy around the entire perimeter.

A cost estimate is attached, along with preliminary drawings.



Northland Pioneer College

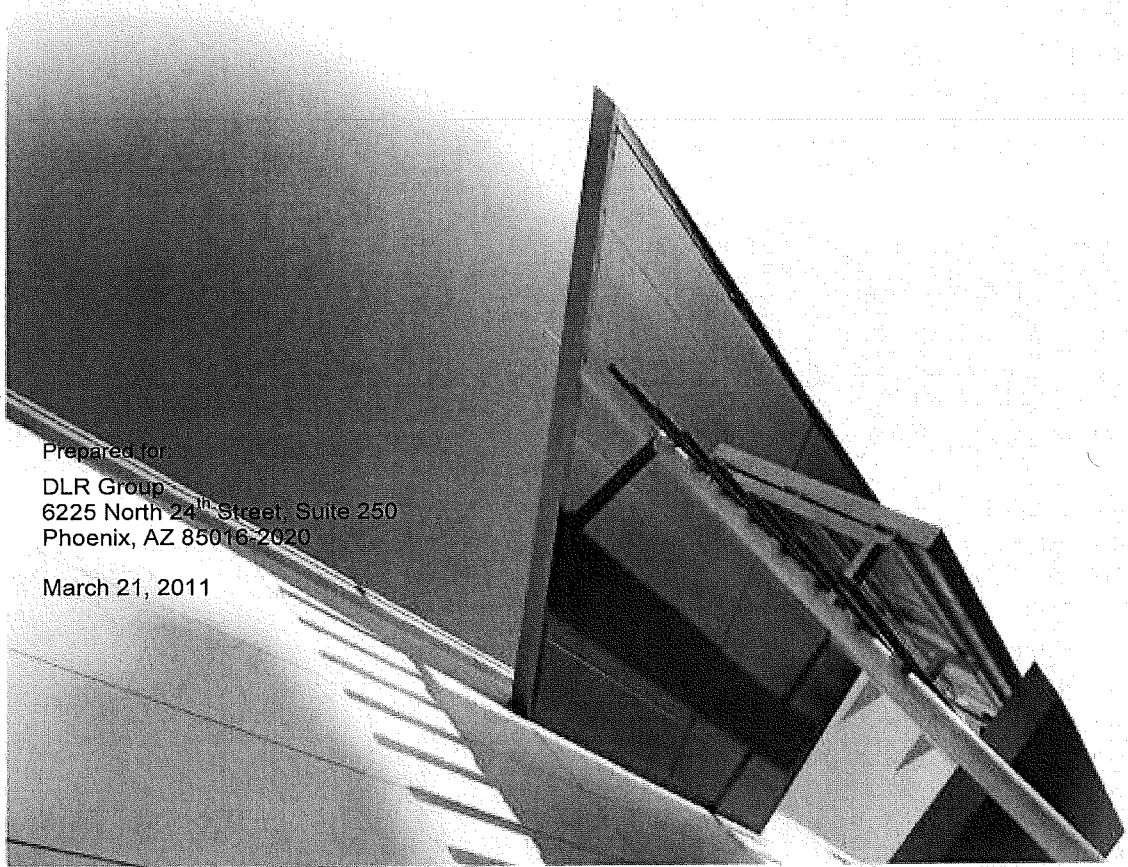
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REPORT

Design Development Cost Estimate

Northland Pioneer College – Aspen Center Canopy
Show Low Campus – Show Low, AZ 85901

RLB | Rider Levett Bucknall



Prepared for:
DLR Group
6225 North 24th Street, Suite 250
Phoenix, AZ 85016-2020

March 21, 2011

ELEMENTAL FLAG REPORT

Estimated rates
Cost/SF of

Flag	SF	Cost \$	%	Cost/SF
BBID Base Bid		352,369	90.6	
ALT1 Use helical piers and grade beam (adder price)		36,631	9.4	
Grand Total		389,000	100.0	

ELEMENTAL FLAG REPORT

Estimated rates
Cost/SF of

Flag	SF	Cost \$	%	Cost/SF
BBID Base Bid		251,065	64.5	
ALT1 Use helical piers and grade beam (adder price)		26,100	6.7	
Sub-total		277,165	71.3	
<u>Margins & Adjustments</u>				
General Conditions & General Requirements (8.0%)		22,173	5.7	
Builders Risk Insurance & General Liability Insurance (1.0%)		2,993	0.8	
Payment & Performance Bonds (1.0%)		3,023	0.8	
Design/Estimating Contingency (8.0%)		24,428	6.3	
General Contractors' Construction Contingency (5.0%)		16,489	4.2	
General Contractors Overhead & Profit, Fee (4.5%)		20,776	5.3	
Arizona State Sales Tax (65% of 9.05%, approx 5.88%)		21,951	5.6	
Grand Total		389,000	100.0	

ELEMENTAL FLAG REPORT

Estimated rates

Flag: Base Bid

Element	Cost \$	%	Cost/SF
FD STANDARD FOUNDATIONS	18,420	7.3	
SG SLAB ON GRADE	24,200	9.6	
FL FLOOR CONSTRUCTION	3,500	1.4	
RF ROOF CONSTRUCTION	92,775	37.0	
EW EXTERIOR WALLS	4,350	1.7	
RC ROOF COVERINGS	76,230	30.4	
SI SITE DEMOLITION & RELOCATION	9,340	3.7	
EA SITE EARTHWORK	10,500	4.2	
DV SITE DEVELOPMENT	4,000	1.6	
ST SITE STORM SEWER SYSTEMS	6,250	2.5	
XL SITE LIGHTING SYSTEMS	1,500	0.6	
Flag BBID Total	251,065	100.0	

ELEMENTAL FLAG REPORT

Estimated rates

Flag: Base Bid

Ref	Description	Unit	Qty	Rate	Value
STANDARD FOUNDATIONS					
2	3,000 psi concrete sidewalk turn down/ grade beam, includes formwork and reinforcing	CY	43	315.00	13,545
6	3,000 psi Concrete column foundations, includes formwork and reinforcing	CY	13	375.00	4,875
SLAB ON GRADE					
1	6" Reinforced concrete slab, 3,000psi, includes pinning to existing structure	SF	2400	8.00	19,200
4	3x3 CMU Columns, match existing block, includes reinforcing and grout fill	EA	2	2,500.00	5,000
FLOOR CONSTRUCTION					
5	1/4" Checkered plate movement joint (allowance)	SF	70	50.00	3,500
ROOF CONSTRUCTION					
19	Structural steel: includes HSS members (columns figured elsewhere), connections, and metal deck, 12 lbs/sf	T	23.4	3,500.00	81,900
3	Steel columns: HSS 4x4x 3/4	EA	29	375.00	10,875
EXTERIOR WALLS					
12	Paint existing walls	SF	7250	0.60	4,350
ROOF COVERINGS					
11	Standing seam metal roofing	SF	4356	17.50	76,230
SITE DEMOLITION & RELOCATION					
14	Demolish and remove existing sidewalk	SF	1100	2.00	2,200
Page Total \$					221,675

ELEMENTAL FLAG REPORT

Estimated rates
Flag: Base Bid

Ref	Description	Unit	Qty	Rate	Value
<u>SITE DEMOLITION & RELOCATION (Continued)</u>					
17	Remove and reinstall gas line	LF	30	40.00	1,200
15	Demolish and remove existing curb	LF	130	8.00	1,040
18	Remove and replace existing curb to install columns, assume 30lf	LF	30	30.00	900
16	Remove and reinstall gas line at segmented wall, assume 50lf (allowance)	Item			2,500
10	Remove existing asphalt concrete pavement at new column locations (3ea @ 4sf), minimum job cost	Item			1,500
<u>SITE EARTHWORK</u>					
21	Sitework and Landscaping: - Regrade area for proper drainage - Backfill at retaining wall removal and replacement - Remove and reinstall irrigation - New grass at disturbed area	Item			10,500
<u>SITE DEVELOPMENT</u>					
8	Remove and replace existing segmented retaining wall	Item			4,000
<u>SITE STORM SEWER SYSTEMS</u>					
9	Storm drain system: pipe to existing storm system (assumes 150lf 12" HDPE)	Item			6,250
<u>SITE LIGHTING SYSTEMS</u>					
13	Remove and reinstall existing light fixtures (2ea), includes rewiring for new location, minimum job cost	Item			1,500
Flag BBID Total \$					251,065

ELEMENTAL FLAG REPORT

Estimated rates

Flag: Use helical piers and grade beam (adder price)

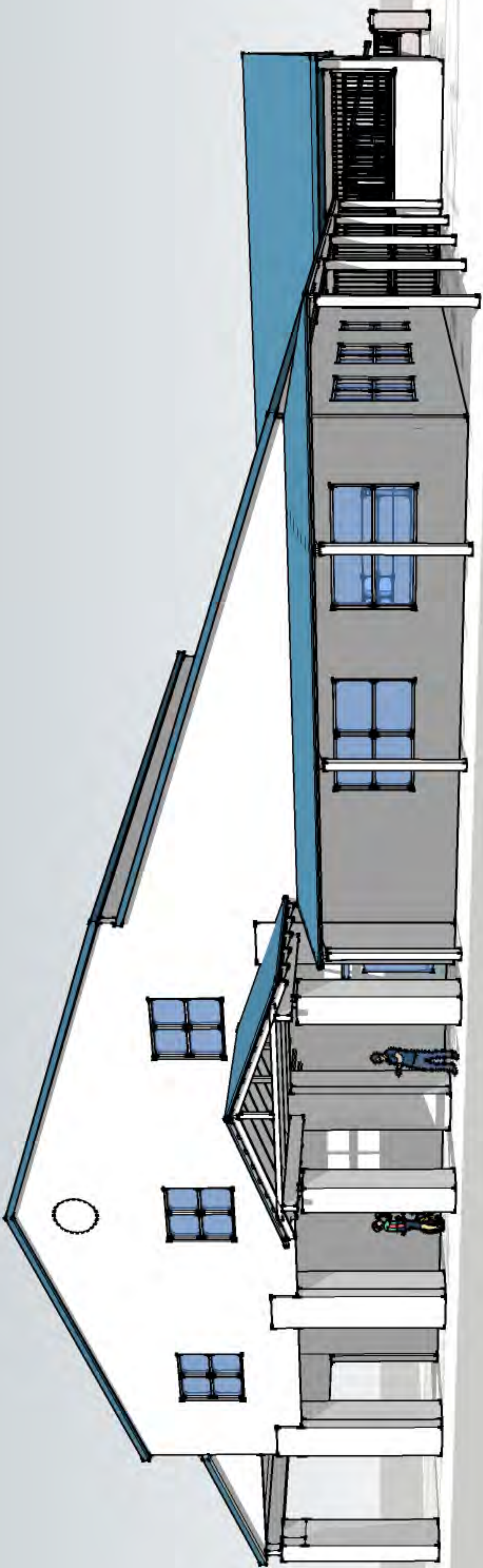
Element	Cost \$	%	Cost/SF
SP SPECIAL FOUNDATIONS	26,100	100.0	
<p style="text-align: right;">Flag ALT1 Total</p>	26,100	100.0	

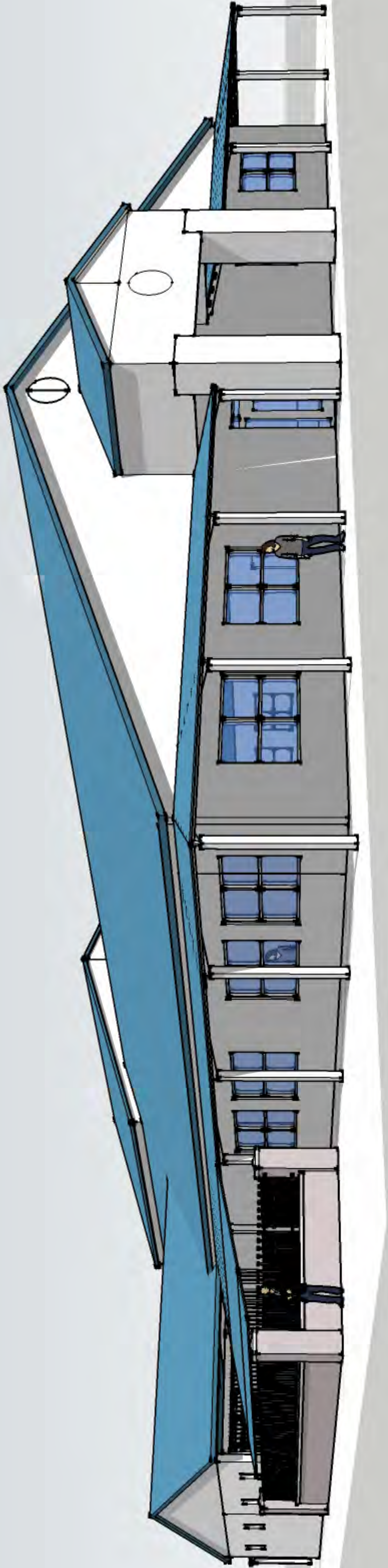
ELEMENTAL FLAG REPORT

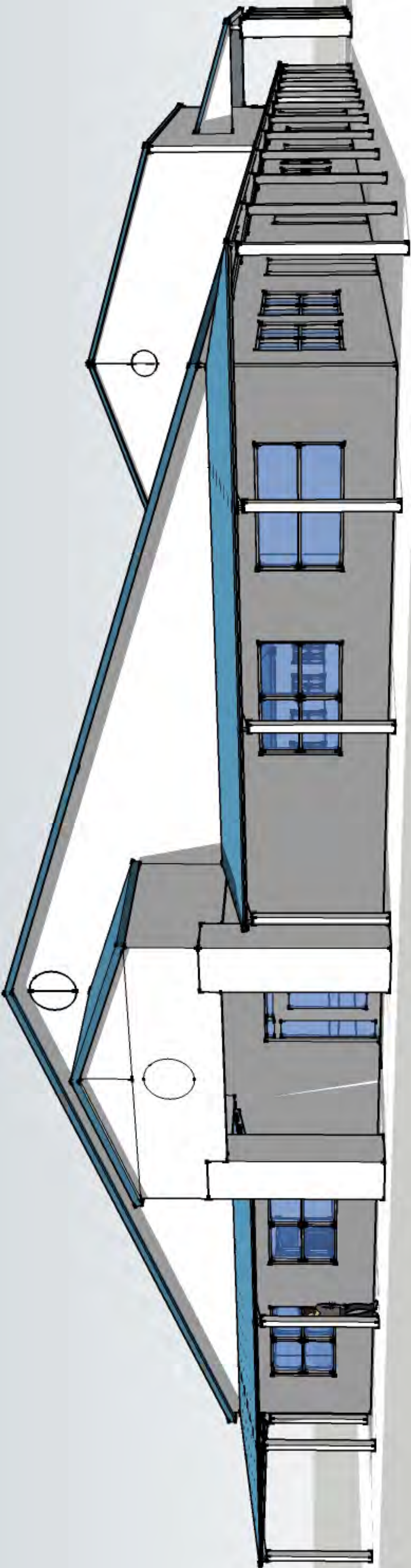
Estimated rates

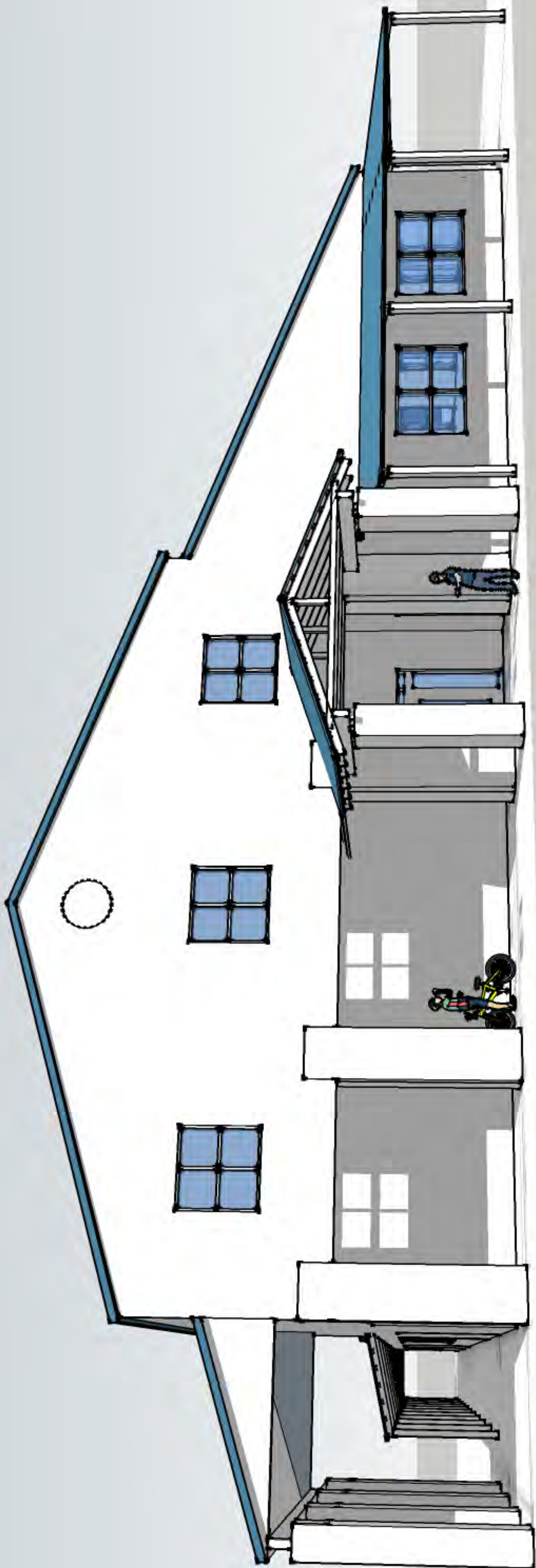
Flag: Use helical piers and grade beam (adder price)

Ref	Description	Unit	Qty	Rate	Value
SPECIAL FOUNDATIONS					
20	Helical Piers - 15' deep (29ea)	LF	435	60.00	26,100
Flag ALT1 Total \$					26,100









Request to Approve the Purchase of Cisco Networking Equipment

Recommendation:

Staff recommends an approval to purchase Cisco Networking Equipment from Frontier Technology, LLC (“MicroAge”) in the amount of \$119,167.40. This equipment is necessary as it will replace End-of-Life / End-of-Service equipment that is critical to daily network connectivity.

Summary:

The proposed purchase will allow staff to replace 21 network switches that will no longer be supported by Cisco’s maintenance support program, SMARTnet. The new devices are the recommended direct replacements from Cisco for our current network devices.

This equipment will also provide advanced features such as PoE (Power-over-Ethernet) which will help with future telephony projects like VoIP (Voice-over-IP) as well as increased throughput capabilities utilizing gigabit connectivity.



Northland Pioneer College

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MicroAge
P.O. Box 2941
Phoenix, Arizona 85062
United States
http://www.microage.com

Quotation

Date	Mar 28, 2011 2:47 PM MST
Doc #	370724 - rev 1 of 1
Description	Cisco Switches
SalesRep	Pirwitz, Chris (P) 480-366-2097 (F) 480-366-2349
Customer Contact	Batson, Clint (P) 928-524-7429 pxcwb@npc.edu

Customer
Northland Pioneer College (NP12839)
2251 E. Navajo Blvd
Holbrook, Arizona 86025
(P) 928-524-7407

Bill To
Northland Pioneer College
White, Mira
2251 E. Navajo Blvd
Holbrook, Arizona 86025
(P) 928-524-7407

Ship To
Northland Pioneer College
White, Mira
2251 E. Navajo Blvd
Holbrook, Arizona 86025
(P) 928-524-7407

Customer PO: None	Terms: Net 30 Days	Ship Via: UPS Ground
Special Instructions: None		Carrier Account #: None

Item Description	Part #	Qty	Tax	Unit Price	Total
1 Cisco Catalyst 3560X-48P-S Switch - L3 - managed - 48 x 10/100/1000 - rack-mountable - PoE	WS-C3560X-48P-S	20	Yes	\$4,770.71	\$95,414.20
2 Cisco IOS Universal with Web Based Device Manager (v. 12.2(53)SE) - complete package	S356XVK9T-12253SE	20	Yes	\$0.00	\$0.00
3 Cisco USB cable - 4 pin USB Type A (M) - mini-USB Type B (M) - 6 ft	CAB-CONSOLE-USB=	20	Yes	\$16.67	\$333.40
4 Cisco Expansion module - Gigabit Ethernet - 4 ports	C3KX-NM-1G=	20	Yes	\$268.82	\$5,376.40
5 Cisco SMARTnet Extended service agreement - replacement - 1 year - 8x5 - NBD	CON-SNT-3560X4PS	20	Yes	\$252.69	\$5,053.80
6 Cisco Catalyst 3560X-24T-S Switch - L3 - managed - 24 x 10/100/1000 - rack-mountable	WS-C3560X-24T-S	1	Yes	\$2,311.83	\$2,311.83
7 Cisco SMARTnet Extended service agreement - replacement - 1 year - 8x5 - NBD	CON-SNT-3560X2TS	1	Yes	\$252.69	\$252.69
8 Cisco USB cable - 4 pin USB Type A (M) - mini-USB Type B (M) - 6 ft	CAB-CONSOLE-USB=	1	Yes	\$16.67	\$16.67
9 Cisco Expansion module - Gigabit Ethernet - 4 ports	C3KX-NM-1G=	1	Yes	\$268.82	\$268.82

Subtotal: \$109,027.81
Tax (9.300%): \$10,139.59
Shipping: \$0.00
Total: \$119,167.40

Lease Options

Financing options are available. Contact your Account Manager for a detailed quote. Example: \$2,935.09 / mo. for 48 mos.

These prices do NOT include applicable taxes, insurance, shipping, delivery, setup fees, or any cables or cabling services or material unless specifically listed above. All prices are subject to change without notice. Supply subject to availability.

Request to Approve Contract for 3rd Party Data/Network Service

Recommendation:

Staff recommends approval of a five-year contract for \$135,000 with Frontier Communications for a 50 Mbps Point-to-Point connection between the Painted Desert Campus and the Kayenta Center.

Summary:

The proposed contract with Frontier Communications for 50 Mbps of connectivity will replace an existing 10 Mbps connection from another service provider. Funding for this project will be comprised of current operational costs for the existing 10 Mbps link as well as Title III funds related to Project EAGLE.

Project EAGLE details the college moving from 10 Mbps to 15 Mbps of connectivity at the Kayenta Center. The college has recently realized a more competitive pricing situation after negotiations with vendors that will allow the college to move to 50 Mbps of connectivity rather than the originally planned 15 Mbps at the same price.



Northland Pioneer College

Post Office Box 610 • Holbrook, Arizona • (928) 524-7600 • Fax: (928) 524-7612 • www.npc.edu

FRONTIER SERVICES AGREEMENT

This Agreement is made this 1st day of April, 2011, by and between **Citizens Tel of the White Mountains, Inc.**, with an address at 655 S. Woodland Rd./PO Box 862 Lakeside, AZ 85929 (referred to herein as "**Frontier**"), and **Northland Pioneer College**, whose address is PO Box 610 Holbrook, AZ 86025 (referred to herein as "**Customer**").

1. Services

Frontier will provide the services on the attached Schedules that Customer has initialed, which Schedules are incorporated herein by reference and made a part hereof (the "**Services**"). The Services are described further in the attached Schedules and this Agreement becomes effective for such Services upon Customer initialing each applicable Schedule where indicated. For Services covered by tariff, Customer recognizes that in the event of any inconsistencies between this Agreement and the tariffs, except with respect to pricing, termination charges or cancellation charges for which this Agreement shall control in all circumstances (subject to Section 15 hereof), the tariffs shall control for regulated Services (other than for pricing), and this Agreement shall control for unregulated Services. In the event of any conflict between this Agreement and any Schedule, the Schedule shall control. Customer further recognizes that if Customer selects long distance services, such services will be provided directly by Frontier Communications of America, Inc. ("**LD Carrier**") and Frontier is acting solely as LD Carrier's agent with respect to such services. If long distance services are being contracted for by Customer hereunder, Customer shall execute a Letter of Authorization in the form of Schedule LD, attached hereto. Services, special facilities and equipment may also be provided by other local or long distance carriers that are affiliates or subcontractors of Frontier and such Services will be subject to the terms and conditions of this Agreement.

Frontier will maintain, repair and service the facilities and equipment used to provide the Services or leased to Customer as part of this Agreement, up to and including the point at which the facilities and equipment are made available for interconnection to Customer's premises equipment or inside wiring. Only authorized agents and representatives of Frontier may perform such work. Any repair, alteration or servicing of Frontier's facilities or equipment by Customer or third parties without the express written consent of Frontier is cause for termination of this Agreement at Frontier's option. For any portion of Frontier's circuits that are provided by third parties, Frontier's maintenance responsibility is limited to the prompt identification and notification of appropriate parties. Frontier will make every reasonable effort as Customer's agent to obtain prompt action from such a third party.

2. Minimum Usage Guarantee

If Customer has selected Service(s) for which there is a Minimum Usage Guarantee, then unless otherwise described in this Agreement or the applicable Schedule, Customer shall be liable to Frontier for meeting such Minimum Usage Guarantee during the initial term stated in the applicable Schedule or tariff. Unless otherwise stated in the Schedule, any Minimum Usage Guarantee period begins on the date of installation of the applicable Service. Taxes or tax-related surcharges, governmentally imposed or permitted surcharges, nonrecurring charges (including but not limited to installation charges), operator assistance charges, and any charges of third parties that are passed through to Customer are not included in determining whether Customer has met any Minimum Usage Guarantee. Customer agrees that the prices in the Schedules are based in part upon any term and volume commitments that Customer is making to Frontier. If Customer's purchases are less than any Minimum Usage Guarantee committed to in any Schedule, Frontier may, in addition to any other rights and remedies it may have, recover the shortfall from Customer, and may

elect at its option either to continue to recover the shortfall prospectively or increase the price prospectively to reflect Frontier's then-current prices for comparable terms and volumes.

3. Cancellation Charges

Whether or not Customer enters into a minimum term commitment, if Customer terminates or cancels an order for a Service prior to the completion of installation of the Service, Customer shall pay a cancellation charge equal to one month of recurring charges for the Service plus the total costs and expenses of Frontier in connection with establishing the Service prior to Frontier's receipt of notice of termination or cancellation, including, but not limited to, Frontier's applicable installation charges for the Service.

If Customer has selected Services for which there is a minimum term commitment or the applicable Schedule includes a minimum term commitment, and if Customer terminates or cancels a Service after completion of installation but prior to completion of the minimum term commitment or Frontier terminates the Service or this Agreement pursuant to Section 9.a. hereof, unless otherwise stated in the Schedule, Customer shall immediately pay Frontier a cancellation charge equal to the monthly recurring charges for the terminated or canceled Service, plus the following associated surcharges for such Service: subscriber line charges, primary interexchange carrier charges, and universal service fund charges, multiplied by the number of months remaining in the applicable minimum term commitment. Unless otherwise stated in the Schedule, partial months shall be prorated so that Customer's total payment of recurring charges (plus applicable surcharges) before and after termination or cancellation equals the monthly recurring charges (plus applicable surcharges) for the Service multiplied by the total number of months in the minimum term commitment. Unless otherwise stated in the Schedule, any minimum term commitment begins on the effective billing date for the applicable Service.

It is agreed that Frontier's damages in the event of early termination will be difficult or impossible to ascertain. These provisions are intended, therefore, to establish liquidated damages in the event of termination and are not intended as a penalty.

The minimum term provisions or Minimum Usage Guarantees for any Service selected by Customer hereunder shall have no effect on any other minimum term commitments or Minimum Usage Guarantees that Customer may have with Frontier, whether under this Agreement, or otherwise.

4. Payment

Customer shall pay all charges set forth in the attached Schedules and in applicable tariffs. Customer shall be responsible for all charges for Services commencing upon the earlier of (i) Customer's use of the applicable Service(s) or (ii) five (5) days following Frontier's installation of such Service(s). Unless otherwise specified in an applicable Schedule or tariff, or otherwise required by statute or rule, all payments shall be due within thirty (30) days of the invoice date and late payments shall be subject to a late payment fee of the lesser of one and one-half percent (1.5%) per month or the maximum allowed by law. The late payment fee referred to above will be in addition to and not in lieu of any other remedies Frontier may have hereunder or under the law as a result of Customer's failure to pay. If Frontier does not receive notice of a

payment dispute by Customer within ninety (90) calendar days after Customer's receipt of an invoice, such invoice will be final and not subject to further challenge. Upon timely receipt of a notice of dispute, Frontier will promptly investigate all disputed charges and report its findings and disposition of the dispute to Customer within sixty (60) calendar days. For the purpose of computing partial month charges, a month will consist of thirty (30) calendar days.

In addition to the charges set forth in the applicable tariffs and Schedules, Customer shall pay any and all federal, state or local sales, use, privilege, gross receipts or excise taxes (exclusive of taxes based on the net income of Frontier or its affiliates), or any charges in lieu thereof, and any applicable surcharges, including but not limited to Primary Interexchange Carrier Charge ("PICC"), Federal Pre-Subscribed Line Charge ("FEPS"), Carrier Cost Recovery Surcharge, E-911, Universal Service and Local Number Portability surcharges related to the Services, in the amounts applicable at the time of billing.

5. Term

This Agreement is effective as of the date written above, and shall continue in full force and effect as long as any of the Services continue to be provided pursuant to any Schedule hereto, unless terminated in accordance with the provisions hereof. If neither party provides the other with written notice of its intent to terminate this Agreement, or any Service provided pursuant to any Schedule, at least sixty (60) days prior to expiration of any minimum term commitment for any or all Services, or any renewal thereof as provided below, then this Agreement shall be deemed automatically renewed for additional one-year periods at the then applicable one-year term rate, excluding promotional rates. Notwithstanding the above, if tariff pricing was applicable during the initial term of this Agreement, pricing for Services continuing during any renewal term shall be at the then applicable tariff rate.

6. Limitation of Liability and Warranty Provisions

The liability of Frontier and its affiliates for the Services provided under this Agreement shall in no event exceed the limitations of liability set forth in the applicable tariffs or regulatory rule or order, or, if there is no applicable tariff provision, rule or order, the total amount paid for the applicable Service pursuant to this Agreement and the attached Schedules. In cases of Service outages or interruptions, liability shall be limited to 1/720 of the monthly charge for each hour the Service is interrupted.

Notwithstanding the above, Frontier will not be liable to Customer for interruptions in Services caused by failure of hardware or software, failure of communications services, power outages, or other interruptions not within the complete control of Frontier. In addition, there will be no credits, reductions or set-offs against charges for Services, or for downtime of Services, except as expressly set forth herein.

IN NO EVENT WILL FRONTIER OR ITS AFFILIATES BE LIABLE FOR ANY LOST PROFITS OR BUSINESS OPPORTUNITIES, OR FOR ANY SPECIAL, INDIRECT OR CONSEQUENTIAL DAMAGES, EVEN IF ADVISED OF THE POSSIBILITY THEREOF. FRONTIER AND ITS AFFILIATES SHALL NOT BE LIABLE FOR ANY LOSS, COST, CLAIM OR EXPENSE EXPERIENCED OR INCURRED BY CUSTOMER RESULTING FROM THE USE OF THE SERVICES OR EQUIPMENT PROVIDED THEREUNDER, INCLUDING, BUT NOT LIMITED TO, TOLL FRAUD.

EXCEPT AS OTHERWISE PROVIDED HEREIN OR IN THE APPLICABLE SCHEDULES, FRONTIER DISCLAIMS ALL WARRANTIES WITH RESPECT TO ITS FACILITIES, TRANSMISSION, EQUIPMENT, DATA OR SERVICES PROVIDED HEREUNDER, INCLUDING WITHOUT LIMITATION ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR ANY PARTICULAR PURPOSE OR FUNCTION.

No action, regardless of form, arising out of this Agreement or the Schedules may be brought more than two (2) years after the cause

of action has arisen. The parties hereby waive the right to invoke any different limitation on the bringing of actions provided under state law.

7. Indemnification

Customer shall be liable for and shall indemnify, defend and hold Frontier and its affiliates harmless from and against any and all claims, loss, damage, cost or expense (including reasonable attorneys' fees) arising out of Customer's negligent, willful or unauthorized acts, failures to act or misrepresentations, and, in the case of facilities or equipment, failure to maintain an adequate and safe environment or permitting unauthorized repairs.

8. Confidentiality

Both parties agree that all terms and conditions set forth in this Agreement shall be considered confidential, and that details of the terms of this Agreement, or the Services provided under this Agreement, shall not be disclosed to third parties, other than affiliates, employees, agents or contractors who have a need to know such information in the scope of their employment or engagement, without the prior written consent of the other party, unless required by law.

Customer and Frontier may disclose to each other information that is confidential in nature. In order to receive confidential treatment, all such information (hereafter "**Information**") shall be either (i) clearly marked as confidential if written, or clearly identified as confidential if oral or (ii) reasonably understood by the recipient, based on the nature of the Information or the circumstances of disclosure, to be in need of confidential treatment or proprietary to the discloser. Customer and Frontier agree not to disclose any Information to any third party, to keep Information in a secure place available only to employees, affiliates or agents who are subject to obligations of confidentiality no less restrictive than those set forth herein, who need to know the Information for purposes of the business dealing between Customer and Frontier, and to use Information only in connection with such business dealings.

Information will lose its confidential status if obtained legitimately from a third party without restriction or upon the expiration of six (6) years from delivery of each item of Information. Information shall remain the property of the disclosing party and shall be returned to such party on request or upon termination of the business dealing between Customer and Frontier. This Agreement is enforceable by injunction.

Notwithstanding anything herein to the contrary, Frontier shall have the right to include Customer's name in a public list of current customers who use Frontier's services, provided Frontier does not make any representation with respect to Customer and does not attribute any endorsements to Customer, without Customer's prior written consent. In addition, Frontier may issue a press release announcing Customer as a new customer of Frontier or an existing customer obtaining expanded or additional services from Frontier, as the case may be.

9. Default

a. Breach by Customer: If Customer fails to make any payment when due, or fails to comply with any other term or condition of this Agreement or any Schedule, and such failure continues for five (5) days in the event of failure to make payments, or thirty (30) days in the event of any other default, after notice of such failure, Frontier shall have the right either to suspend the Service until the default is remedied or to terminate this Agreement or any Schedule. In the case of failure to make payment for equipment purchased or leased hereunder, Frontier shall have the right, without notice, demand or legal process, to demand payment of all amounts remaining to be paid under the applicable Schedule and to take possession and dispose of the property in a commercially reasonable manner. Retaking or resale of such equipment shall not

release Customer from its obligation to pay all amounts due under this Agreement and the Schedules.

- b. **Breach by Frontier:** If Frontier has not remedied any breach within thirty (30) days after Frontier's receipt of notice from Customer of such breach, Customer may terminate the circuit or Service which is the subject of such breach. Except for charges incurred prior to the termination and except for charges incurred with continued use despite termination, Customer shall have no further obligation to Frontier for payment of charges for the terminated circuit or Service after such termination. Except as otherwise expressly provided herein or in an applicable Schedule, this subsection states Customer's exclusive remedy for a breach by Frontier.
- c. Frontier, after giving notice to Customer and after having given Customer an opportunity, appropriate to the circumstances involved, to respond to such notice, may, under the following conditions, forthwith terminate any Service, and sever the connection to Frontier's network and remove its equipment from Customer's premises:
- 1) In the event of prohibited, unlawful or improper use of the facilities or Service or abuse of the facilities, or
 - 2) If, in the sole judgment of Frontier, any use of the facilities or Service by Customer would have a material negative impact on the business of Frontier or the efficiency of Frontier's personnel, plant, property or Service.

Frontier, however, shall have the right to take immediate action, including termination of the Service and severing of the connection to its network without notice to Customer when injury or damage to Frontier personnel, plant, property or Service is occurring, or is likely to occur.

10. Force Majeure

In no event will Frontier or its affiliates be liable for any delay in performance directly or indirectly caused by events beyond their control, including, but not limited to: acts of Customer, its agents, employees or contractors; acts of God; acts of the public enemy; acts of the United States, a state or other political subdivision; fire, floods or other natural disasters; accidents; wars; labor disputes or shortages; and inability to obtain material, power, equipment or transportation.

11. Assignment

This Agreement may not be assigned by either party without the other party's prior written consent, which consent shall not be unreasonably withheld or delayed, except that Frontier may assign this Agreement to any successor to the business of Frontier by merger, consolidation or sale of assets or to any corporation controlling, controlled by or under common control with Frontier. Frontier may subcontract portions of the work to be performed hereunder, but shall remain fully liable to Customer for the workmanlike performance thereof.

12. Work Site Conditions

This Agreement assumes that any Services provided hereunder do not involve Frontier's contact with or removal of asbestos or other toxic or hazardous materials. If asbestos, or material containing asbestos, or any other hazardous or toxic materials are discovered during work pursuant to this Agreement, Frontier will suspend its work for a reasonable period of time to permit Customer to engage a qualified firm to remove and dispose of the asbestos or other toxic or hazardous materials from the site and receive an equitable adjustment to the sums due or to be due to Frontier under this Agreement as a result of any increase in costs Frontier experiences as a result of such suspension.

Customer acknowledges that Frontier shall not be responsible for any claims, demands or damages arising out of the removal of asbestos or any other hazardous or toxic material from the work site

and agrees to release, indemnify, defend and hold harmless Frontier from and against any damages, losses, claims, demands or lawsuits arising out of or relating to the presence, removal or disposal of asbestos or any other hazardous or toxic material from the work site.

13. Title and Risk of Loss

In the case of equipment provided hereunder, risk of loss or damage shall pass to Customer at time of delivery to Customer. Title to any sold equipment passes to Customer upon payment in full for the equipment or upon completion of installation and Customer's acceptance, whichever occurs first. Unless an acceptance test is deemed necessary by the parties, acceptance by Customer is deemed to occur at the time of cutover as evidenced by the interconnection of the equipment to the public network and its ability to place and receive external and internal telephone calls or data traffic. Until the purchase price and all other amounts added thereto have been paid in full, Frontier shall retain a security interest in the equipment to secure payment of the purchase price. The parties hereby agree that this Agreement shall constitute a security agreement and financing statement as those terms are defined in the Uniform Commercial Code. Customer will promptly execute any additional documents or instruments requested by Frontier to protect Frontier's interests.

Unless expressly sold to Customer, any equipment installed at Customer's premises in connection with the Services remains the property of Frontier and upon termination of this Agreement or any applicable Service, such equipment shall be returned to Frontier in the same condition as installed, normal wear and tear excepted. In the event of Customer's failure to comply with the preceding sentence, Customer will be billed for and pay to Frontier an amount equal to the retail value of such equipment.

Frontier will be provided reasonable access to Customer's premises during normal business hours for the purpose of installing, inspecting, testing, rearranging, repairing or removing any Service and/or related equipment.

Customer will reimburse Frontier for any loss of, or damage to, any Frontier facilities or equipment in or on Customer's premises or property resulting from theft, willful injury, or any other cause whatsoever, other than by fire or unavoidable accident, and other than any loss or damage resulting from the negligence or willful misconduct of Frontier or its agents. The term "unavoidable accident" does not include theft.

14. Competition

Customer recognizes the availability of competitive alternatives for receiving the Service(s) provided under this Agreement either now or in the future, and has freely elected to enter into this Agreement in order to receive the benefits it offers.

15. Government Regulation

Notwithstanding anything in Section 1 regarding the precedence of contract or tariff, to the extent that any Service(s) provided hereunder are subject to the jurisdiction of the Federal Communications Commission ("FCC") and/or any state utility regulatory agency, this Agreement shall at all times be subject to changes, modifications, orders and rulings by the FCC and/or that regulatory agency. Frontier reserves the right to suspend, modify or terminate any Service without liability where any statute, regulation and/or ruling, including modifications thereto, by any regulatory agency (including the FCC), legislative body or court of competent jurisdiction, (i) prohibits, restricts or otherwise prevents Frontier from furnishing such Service, or (ii) has a material negative impact on Frontier's performance hereunder or the benefits provided by this Agreement. If provision of any Service pursuant to this Agreement is subject to advance approval of the FCC and/or any state utility regulatory agency, this Agreement shall not become effective with respect to such Service until fifteen (15) days after receipt by Frontier of written notice of such approval.

16. Governing Law

This Agreement shall be governed by and construed according to the laws of the State in which Services are being provided hereunder without regard to its conflicts of laws provisions. Any related litigation may be brought in any State or Federal courts of competent jurisdiction within such State. Customer and Frontier consent to personal jurisdiction in such courts.

17. Merger and Modification

This Agreement and the Schedules hereto contain the entire agreement between the parties relating to the subject matter hereof, and may not be modified, amended or supplemented except by written agreement signed by an authorized representative of each party.

18. No Waiver

If either party fails, at any time, to enforce any right or remedy available to it under this Agreement, that failure shall not be construed to be a waiver of the right or remedy with respect to any other breach or failure by the other party.

19. Severability

A declaration by any court, or other binding legal source, that any provision of this Agreement or any Schedule is illegal and void, will not affect the legality and enforceability of any other provisions of this Agreement, unless the provisions are mutually dependent.

20. Internet Acceptable Use Policy and Security

If Customer subscribes to any Frontier Internet service, Customer shall comply with Frontier's Acceptable Use Policy ("AUP"), which Frontier may modify at any time. The current AUP is available for review at the following address, subject to change:

http://www.frontier.com/policies/commercial_aup/

Customer is responsible for maintaining awareness of the current AUP and adhering to the AUP as it may be amended from time to time. Failure to comply with the AUP is grounds for immediate suspension or termination of Frontier Internet Service, notwithstanding any notice requirements of Section 9(a) above.

Customer is responsible for the security of its own networks, equipment, hardware, software and software applications. Abuse that occurs as a result of Customer's systems or account being compromised or as a result of activities of third parties permitted by Customer may result in suspension of Customer's accounts or Internet access by Frontier. Customer will defend and indemnify Frontier and its affiliates with respect to claims arising from

Customer's or third parties' usage of Frontier Internet access through Customer's hardware or software.

Customer shall not bundle or resell Frontier Internet access Services unless Customer subscribes to a Schedule designed for the provision of Internet access by Customer to its customers through Frontier facilities.

21. Non-Frontier Maintained Equipment

If Customer elects to maintain a PBX or similar switching or routing equipment directly or through a third party, then Customer assumes all risks of such maintenance including but not limited to toll fraud that may occur as a result of weak, default or missing passwords. Frontier will not provide credits for fraudulent usage if Frontier does not maintain the equipment.

22. Additional Provisions (if applicable, Customer to initial where indicated)

a. Surcharge Exemption Certification (applies to special access / private line circuits):

Customer certifies [initial: _____]: That any special access lines/circuits to be provided by Frontier do not include a termination connected to a PBX or other device capable of interconnecting the line/circuit to a local exchange subscriber line.

Customer understands that if it cannot so certify, or otherwise qualify for another exemption under Frontier's tariff, a special access surcharge may be required to be assessed on each dedicated line/circuit.

b. Interstate / Intrastate Pricing Certification (applies to dedicated point-to-point services):

If the Schedules include dedicated point-to-point Service(s), **Customer certifies that its dedicated point-to-point traffic over such Services:** [initial: _____] **will be more than 10% interstate in nature;** **OR** [initial: _____] **will be 10% or less interstate in nature.** The term "interstate in nature" means that the traffic originates in one state and terminates in another state or outside the United States, regardless of how it is routed.

[INTERNAL USE ONLY - SELECT ONE: ICB | NA]

FRONTIER:

Citizens Tel of the White Mountains, Inc.

Signature: _____

Printed Name: Bryan Baker

Title: Account Manager

Date: _____

CUSTOMER:

Northland Pioneer College

Signature: _____

Printed Name:

Title:

Date: _____

[This Schedule is applicable to this Frontier Services Agreement.]

BUSINESS TRANSPORT SCHEDULE

This is Schedule Number 1 to the Frontier Services Agreement dated April 1, 2011 between **Northland Pioneer College** and **Frontier**. This Schedule is dated April 1, 2011. Customer orders and Frontier agrees to provide the Services listed below initiated by Customer.

Location of Services ordered:
2251 Navajo Blvd. Holbrook, AZ 86025 to
Bluebird Dr North Hwy 163 Kayenta, AZ 86033

(Include a separate schedule for each service location if more than three)

Product	Rate / MRC	# Lines/Circuits/ Channels	Install Charge	Minimum Term	Total
T-1 PRI	\$		\$		\$
Fractional T-1	\$		\$		\$
T-1	\$		\$		\$
DDS	\$		\$		\$
DS3	\$		\$		\$
OC3	\$		\$		\$
Other: Metro Ethernet Point to Point	\$2,250.00	50Mb	\$500.00	60 mo	\$2,250.00
Other:	\$		\$		\$
		Total Install Charge	\$500.00	Total MRC	\$2,250.00
***Included in the base rate are:				Grand Total	\$135,000.00

Inside wire work, if required, is extra.

Request to Approve Program Modification and Deletion

Recommendation:

Staff recommends approval of the program modification and program deletion that have been approved by the Instructional Council.

Summary:

1. Instructional Council approved a new Computer Information Systems (CIS) Certificate of Proficiency – Network and PC Support consisting of the following 16 credits:

- CIS 105 Computer Applications and Information Technology 3cr.
- CIS 141 Managing and Maintaining Your PC I (A+) 3cr.
- CIS 142 Managing and Maintaining Your PC II (A+) 3cr.
- CIS 145 Network+ Certification Preparation 3cr.
- CIS 198 Internship 2 cr.
- CIS 298 Portfolio 2cr.

The new Network and PC Support Certificate of Proficiency, offered by the Computer Information Systems department:

- Will provide valuable job training and preparation for the A+ and N+ certifications that are recognized nationally and internationally.
- Will lead to careers in our communities, by providing qualified individuals who can work in jobs in the area or create their own businesses.
- Has support of local entities that can provide internship opportunities.
- Has the interest of NPC students who want to get into the Networking and Computer Repair field.

2. Instructional Council approved the deletion of the Computer Technology in Business Associate of Applied Science degree due to:

- Program dormancy.
- No enrollment.



Northland Pioneer College

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NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT

Statement of Financial Position

For the period

July 1, 2010 to February 28, 2011

Budget Period Expired

67%

Tax Supported Funds

	General Unrestricted		Unrestricted Plant		Retirement of Indebtedness	
	Budget	Current Month Actual	Budget	Y-T-D Actual	Budget	Y-T-D Actual
REVENUES						
Primary Tax Levy	11,975,227	314,554				
State Aid:						
Maintenance and Operations	3,590,000	2,692,500				
Capital	6,624,000	4,968,000				
Equalization						
Out of County reimbursement	4,635,000	65,064				
Tuition and Fees	100,000	3,728	10,000	373	7,246	72%
Investment earnings	750,000	15,364				
Grants and Contracts	63,380	14,984	2,550,000	212,500	1,700,000	67%
Other Miscellaneous	(3,300,000)	(212,500)				
Transfers:						
TOTAL REVENUES	\$24,437,607	\$201,194	\$2,560,000	\$212,873	\$1,707,246	67%
EXPENDITURES						
Salaries and Wages	15,328,773	1,224,309				
Operating Expenditures	5,773,460	308,053	2,560,000	70,854	323,102	13%
Capital Expenditures	530,200	26,416				
TOTAL EXPENDITURES	\$21,632,433	\$1,558,778	\$2,560,000	\$70,854	\$323,102	13%

Restricted, Auxiliary and Agency Funds

	Restricted		Auxiliary		Agency	
	Budget	Current Month Actual	Budget	Y-T-D Actual	Budget	Y-T-D Actual
REVENUES						
Grants and Contracts	5,150,000	614,372	150,000	(34,964)	104,892	70%
Sales and Services			70,000	42,003	191,299	273%
Bookstore						
Other						
Investment Earnings			350,000	5,771		2%
Donations						
Board Designated Donation						
Transfers:						
TOTAL REVENUES	\$5,550,000	\$614,372	\$570,000	\$7,039	\$301,962	53%
EXPENDITURES						
Salaries and Wages	899,442	64,658	377,340	23,303	117,858	31%
Operating Expenditures	4,200,558	194,499	192,660	23,226	131,029	68%
Capital Expenditures	450,000	19,005				
TOTAL EXPENDITURES	\$5,550,000	\$278,162	\$570,000	\$46,529	\$248,887	44%

Cash flows from all activities (YTD)

Cash used for all activities (YTD)

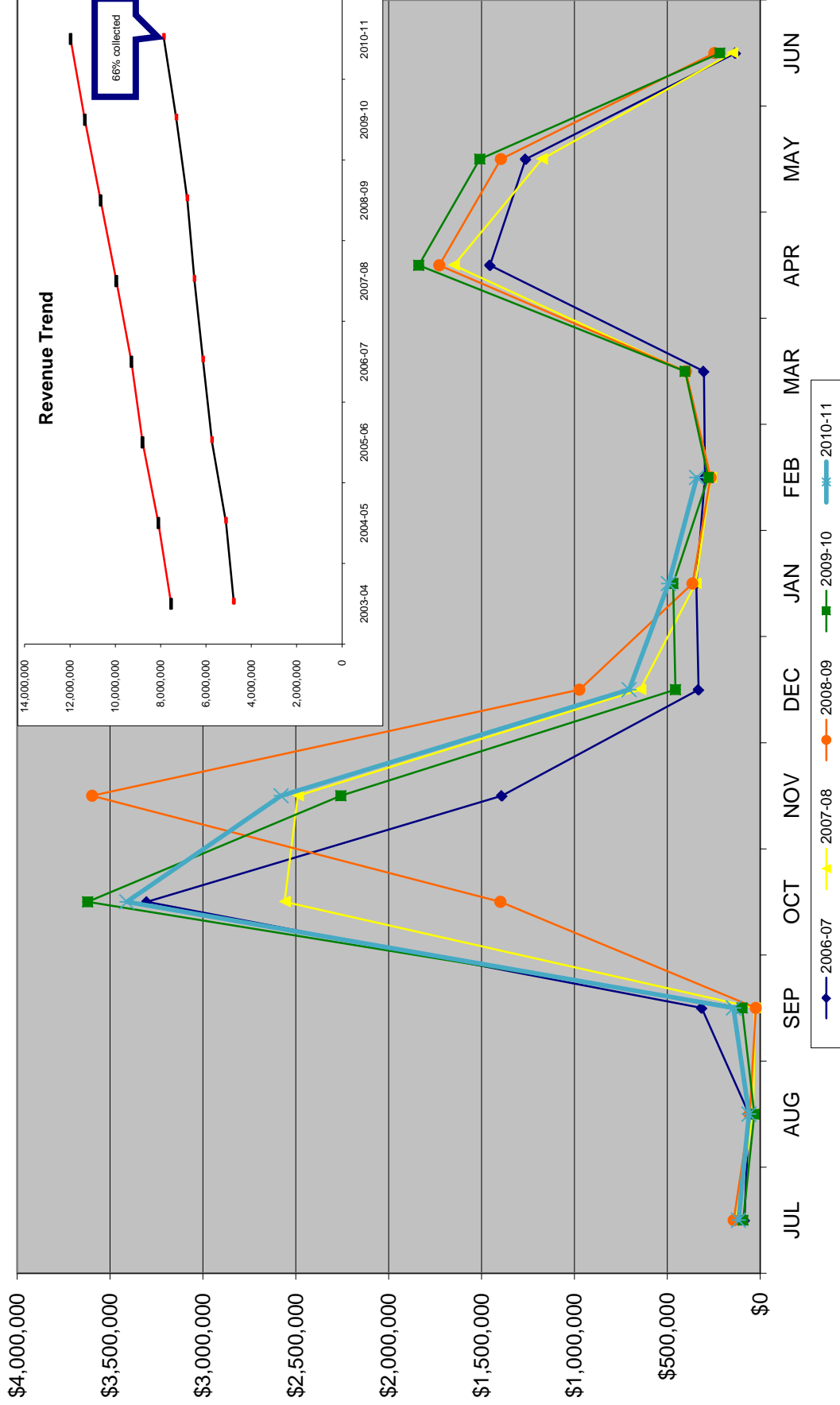
Net Cash for all activities (YTD)

24,013,207

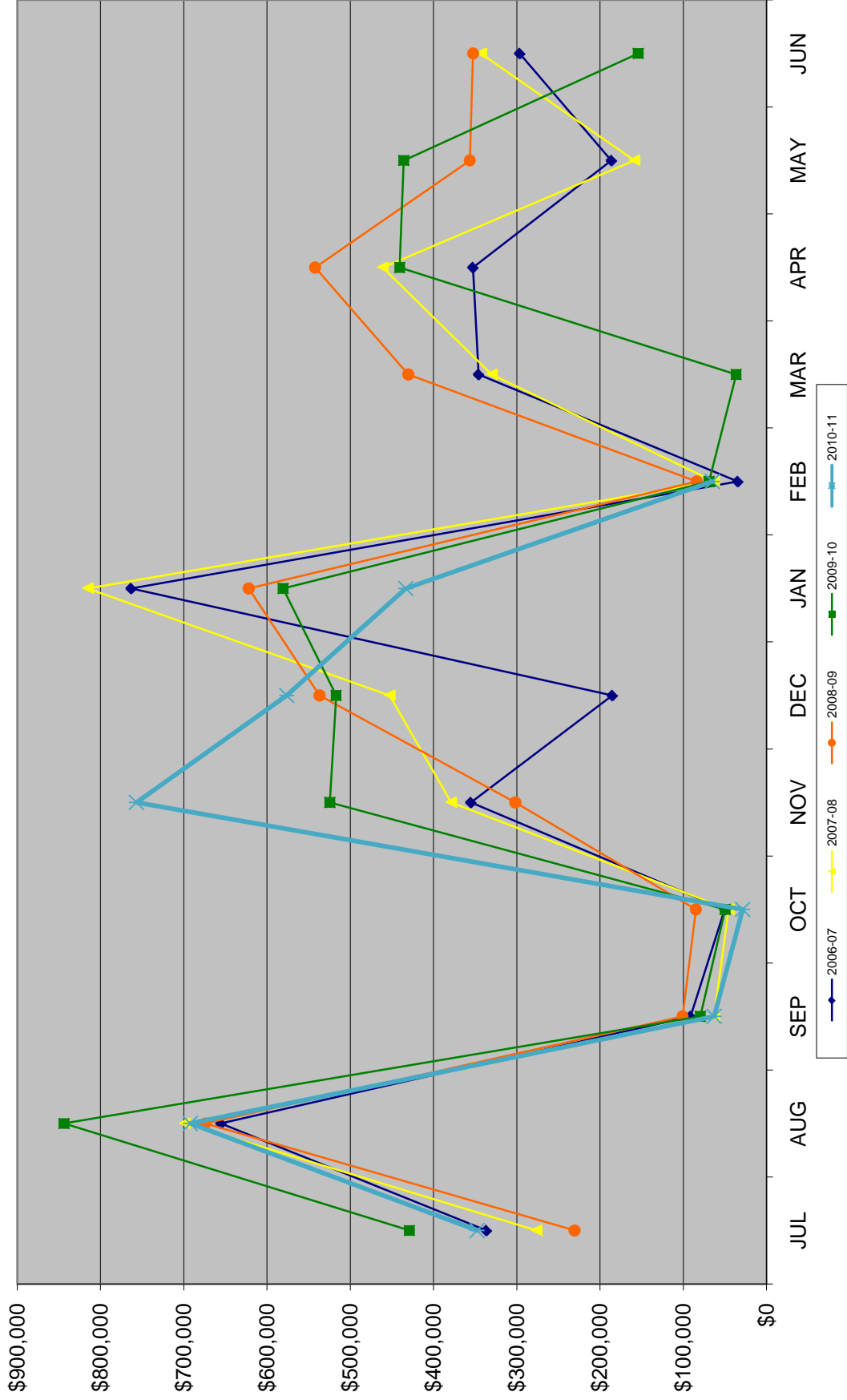
16,049,494

\$ 7,963,713

Monthly Primary Property Tax Receipts



Monthly Tuition and Fee Receipts



FTSE COMPARISON, SPRING 2010 VS SPRING 2011

	TOTAL		NAVIT FTSE		Dual FTSE		Reg FTSE		FTSE Difference
	2011	2010	2011	2010	2011	2010	2011	2010	
Little Colorado	164.9	199.5	20.4	31.1	13.3	14.4	131.2	153.9	-22.7
Painted Desert	189.4	185.8	30.5	22.4	35.1	38.1	123.8	125.3	-1.5
Silver Creek	188.8	270.0	31.5	41.3	43.5	41.4	113.8	187.3	-73.5
White Mountain	620.6	686.9	104.3	92.3	113.6	112.7	402.7	481.9	-79.2
Subtotal	1163.7	1342.2	186.7	187.1	205.5	206.7	771.5	948.4	-176.9
ALU	1.2	3.2	0.0	0.4	0.0	0.0	1.2	2.8	-1.6
CDA	65.9	29.4	0.0	0.0	0.0	0.0	65.9	29.4	36.5
DOC	47.6	25.0	0.0	0.0	0.0	0.0	47.6	25.0	22.6
Heber	N/A	14.6	N/A	0.0	N/A	3.5	N/A	11.1	-11.1
Hopi	47.9	59.7	0.0	0.0	4.3	5.1	43.5	54.6	-11.1
Internet	172.4	185.1	0.8	1.1	0.0	0.0	171.6	184.0	-12.4
Kayenta	39.1	36.3	0.0	0.0	0.0	3.8	39.1	32.5	6.6
Sanders	N/A	22.6	N/A	0.0	N/A	10.7	N/A	11.9	-11.9
Springerville-Eagar	65.6	115.3	16.5	13.9	8.2	26.4	40.9	75.0	-34.1
St Johns	91.4	74.2	40.7	37.1	15.4	9.2	35.2	27.9	7.3
Whiteriver	106.6	99.4	0.0	0.0	9.2	10.3	97.4	89.1	8.3
Apache Co Misc	59.1	61.7	0.0	0.0	49.9	46.1	9.3	15.6	-6.3
Navajo Co Misc	8.9	10.7	0.0	0.0	0.0	0.0	8.9	10.7	-1.8
Subtotal	706.8	737.1	58.0	52.5	87.0	115.0	560.6	569.7	-9.1
TOTAL	1870.5	2079.3	244.7	239.6	292.5	321.6	1331.9	1518.1	-186.2

Regular Enrollment percentage change, Spring 2010-Spring 2011:

-12.3%

Total Enrollment percentage change, Spring 2010-Spring 2011:

-10.1%

Selected subgroups	Spring 2011	Spring 2010	Change
"Community Ed" FTSE	0	52	(-41)
Headcount in Plateau credit range	990	1075	(-289)
Headcount on Pell funding	923	981	(-97)
Headcount of first-time late registrations	783	1165	(-382)
Full time/Part time headcount	896/3105	925/3790	

Human Resources Update April 19, 2011

1. Faculty in Biology – 12-1-2010/1st Review. 23 Applicants.
2. Faculty in Art – Magda Gluszek - Offer of Employment to begin 8-19-2011. Bachelor of Arts and Bachelor of Fine Arts – University of New York; Master of Fine Arts – University of Florida.
3. Faculty in English – Ryan Rademacher – Offer of Employment to begin 8-19-2011. Bachelor of Arts and Master of Arts from Illinois State University.
4. Faculty in Early Child Development/Education – 12-15-10/1st Review. 13 Applicants.
5. Human Resources Director – Daniel Wattron, SPHR; (Senior Professional in Human Resources), Bachelor of Science – University of Wisconsin
6. Faculty in Cosmetology – LCC – Ferryn Sam – Associate of Applied Science - NPC
7. Dean of Nursing and Allied Health – Closed 2-15-2011. 3 applicants.
8. Information Services Manager – Linda Humes – Associate in Arts – Mesa Community College.
9. Faculty in Cosmetology – St Johns. Julie Peck
10. Campus Monitor - Closed 3-4-2011. 7 applicants.
11. Whiteriver Center Manager - Closed 3-18-2011. 12 applicants.
12. Faculty in Foreign Languages – Closes 5-1-11. 20 applicants.
13. Purchasing and Inventory Specialist – Closed 3-25-11. 9 applicants.
14. IS Support Technician I (2 positions) Closed 4-15-11. 33 applicants.
15. Systems Analyst/Programmer – closes 5-27-11. 3 applicants.

RETIREMENTS

Clifton Lewis – Faculty in Foreign Languages - May 14, 2011; Hired 8-1-1974; 37 years

Larry Romo – Systems Analyst/Programmer – August 12, 2011; Hired 3-1-1993; 18 years

Note: HR will be planning official recognition in the near future.

EMPLOYEE OF THE MONTH

JANUARY - Bobbi Sample

FEBRUARY - Kerri Larson

MARCH – Rickey Jackson



Northland Pioneer College

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