

Navajo County Community College District Governing Board Meeting Minutes

April 16, 2024 – 10:00 a.m.

Painted Desert Campus, Tiponi Community Center Board Room
2251 East Navajo Boulevard, Holbrook, AZ 86025

Governing Board Member Present: Ms. Rosabel Sekayumtewa; Mr. Frank Lucero; Mr. Everett Robinson; Mr. Derrick Leslie.

Governing Board Member Absent: Ms. Kristine Laughter

Others Present: President Chato Hazelbaker; VPAS Maderia Ellison; CIO Michael Jacob; Betsy Wilson; Norvita Charleston; David Borofsky; Josh Rogers; Katie Matott; Jessica Kitchens; Nicole Ulibarri; Rebecca Hunt; Justin White; Michael Broyles; Lynn Oldham; Russel Kupfer; Jeremy Raisor; Colleen Marsh; Tamara Osborne; Jeanette Hancock; Janalda Nash; James Gil; Karen Baker; Tabitha Stickel; Pamela Dominguez; Paul Hempsey; Andi Debellis; Jason Reiner; Nicole Hendricks; Ryan Jones; Tiffani Martin; Judy Yip-Reyes; Ryan Jones; Alexander Henderson; Carlos Baki; Charles DiCarlo; Chun-Hung Wang; Eileen Lopez; Eleanor Hempsey; Erin Pugh; Frank Pinnell; Gary Santillanes; Lia Keenan; Maria Jaquez; Melody Niesen; Michelle Prentice; Natalie Kee; Rene Freese; Ruth Zimmerman; Scott Waite; Shanna Kukla; Victoria Fisher.

Agenda Item 1: Call to Order and Pledge of Allegiance

Chair Robinson called the meeting to order at 10:00 a.m. and led the Pledge of Allegiance.

Agenda Item 2: Adoption of Agenda

Chair Robinson asked if there was a motion to adopt the agenda without items 14 and 15. Mr. Lucero made a motion to adopt the agenda without items 14 and 15. Ms. Sekayumtewa seconded the motion.

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

Agenda Item 3: Administrator Emeritus Award

Director Justin White presented Lynn Oldham with the Administrator Emeritus Award.

Agenda Item 4: Call for Public Comment

None.

Agenda Item 5: Discussion Items

5.A.1. Financial Position

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Northland Pioneer College

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VPAS Maderia Ellison expanded on the report provided in the document.

Mr. Lucero asked for clarification on what auxiliary salaries paid. VPAS Ellison replied that there were a few personnel paid from this fund. Mr. Lucero wanted to know what positions these employees had. VPAS Ellison responded that these individuals were primarily with the performing arts program.

Mr. Lucero asked what Auxiliary was. VPAS Ellison responded that it was meant to represent self-funded departments.

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

A written report was provided in the document.

Chair Robinson shared his experience attending the Spring Eagle Fest which was reference in the document.

No questions.

5.A.3. NPC Faculty Association

Ryan Jones, President of Faculty Association, addressed the Board.

No questions.

5.A.4. Classified and Administrative Staff Organization (CASO)

A written report was provided in the document.

No questions.

5.A.5. Northland Pioneer College (NPC) Friends and Family

Betsy Wilson, Director of NPC Friends and Family, addressed the Board and presented the results from Arizona Gives Day. She further gave an update on scholarships and donations.

Ms. Sekayumptewa asked if NPC Friends and Family accepted donations at all times. Director Wilson responded that yes, donations are accepted at all times. She further elaborated how donations could be made and what those donations could be made to.

5.A.6. Northland Pioneer College (NPC) Friends and Family

Director Betsy Wilson gave an update to the 2025-2030 Strategic Plan.

Ms. Sekayumptewa asked about a mobile skills center and placing that into the goals for the future. Director Wilson responded with the process that would need to be followed in order for a mobile skills center to be created. President Hazelbaker added to the process and when the Board would have the opportunity for input.

5.A.7. Human Resources



Director Nicole Ulibarri expanded upon the report provided in the packet.

No questions.

5.A.8. Construction Report

Director Justin White addressed the Board and provided an update to construction projects.

Mr. Lucero asked if the construction program was staying at PDC. President Hazelbaker clarified that it was staying in Holbrook but not at the NPC campus.

Mr. Lucero asked when the automotive center would be done and ready for students. Director White responded he was hoping that the 1st of March everything would be in but that students would not be able to use the facilities until the following August. VPAS Ellison added that the Board would be updated on the time frame should something change. Mr. Lucero responded that it seemed there was some leeway between March and August.

Chair Robinson asked for clarification on the move of Printing And Duplicating (PAD) to the White Mountain Campus. Director White confirmed PAD had moved.

Chair Robinson stated that the facility would need to be remodeled. Director White asked for clarification on which facility. Chair Robinson responded the Show Low facility. Director White responded that there was a garage door at the rear of the building which could facilitate the needs of PAD and Shipping and Receiving.

Chair Robinson asked for confirmation on the tentatively scheduled work session in June to discuss construction projects. Director White responded yes. Chair Robinson informed Director White that NAVIT Superintendent Matt Weber had been invited to join that work session.

Ms. Sekayumtewa asked if there was a way for NPC to work with high school automotive programs. President Hazelbaker responded that there was the option to do dual enrollment and elaborated on how that might work.

5.A.9. Enterprise Resource Planning (ERP) Implementation Update

Project Manager Colleen Marsh expanded on the report provided in the packet.

Chair Robinson asked if the ERP team was considering doing 4-10s over the summer. Ms. Marsh answered no.

5.A.10. Arizona Association of Community College Trustees (AACCT)

Chair Robinson reminded the Board of the All Trustee meeting taking place on April 24 and discussed the agenda.

5.B. Commencement Invitation

Commencement Chair Jessica Kitchens invited the Board to the Commencement Ceremony.



VPAS Ellison expanded on the quality work in organizing commencement from Jessica Kitchens and others.

5.C. *Whitepaper on Athletics Program*

Report provided in the packet. President Hazelbaker offered to answer any questions.

Chair Robinson asked how an athletics program would affect expenditure limitation. President Hazelbaker responded with an example of Mohave Community College which utilized the community and fundraising to help pay for their program.

5.D. *Spring 2024 Enrollment Report*

Director Josh Rogers expanded on the report provided in the packet.

Ms. Sekayumtewa asked when the first individual would graduate with a Bachelor’s Degree from NPC. Director Rogers said he did not know. President Hazelbaker said in theory it could be as soon as next year.

Chair Robinson asked if it would be possible to add a bachelors program column to the report. Director Rogers said that would not be a problem.

5.E. *2024-25 Introductory Budget Analysis*

Report provided in the packet. Vice President Ellison offered to answer any questions.

Chair Robinson asked if there was enough money in contingency for the presidential search. VPAS Ellison answered that there were sufficient funds.

Agenda Item 6: President’s Summary of Current Events

President Hazelbaker addressed the Board and expanded upon the President’s Summary of Current Events.

No questions.

Agenda Item 7: Consent Agenda

- A. **April 16, 2024 Board Meeting Minutes** (Farah Bughio)
- B. **Program Modification** – Behavioral Health (CP, CAS, AAS). (Michael Broyles)
- C. **Program Modification** – Medical Assistant (CP, CAS, AAS). (Michael Broyles)
- D. **Program Modification** – Surgical Technology (CP, CAS, AAS) (Michael Broyles)
- E. **New Program** – Industrial Technology Trades (CPs, CAS, AAS) (Michael Broyles)
- F. **2024-27 TALON Intergovernmental Agreement** between Navajo County Community College District and Dishchii’bikoh Community School.
- G. **2024-27 Concurrent Enrollment Intergovernmental Agreement** between Navajo County Community College District and Winslow Unified School District NO. 1
- H. **2024-27 Dual Enrollment Intergovernmental Agreement** between Navajo County Community College District and Winslow Unified School District NO.1



- I. **2024-27 Dual Enrollment Intergovernmental Agreement** between Navajo County Community College District and Round Valley Unified School District NO.10
- J. **2024-27 TALON Intergovernmental Agreement** between Navajo County Community College District and Round Valley Unified School District NO.10

Ms. Sekayumptewa expressed concern that there was an item missing from the March minutes, specifically about summer tuition.

Chair Robinson called for a motion to approve all items, except for the March minutes, on the Consent Agenda.

Mr. Leslie made a motion to approve items B-J. Mr. Lucero seconded the motion. The motion carried upon a roll-call vote with Mr. Lucero, Mr. Leslie, Ms. Sekayumptewa and Chair Robinson voting in favor. There were no votes against.

Agenda Item 7: For Discussion and Possible Action

8.A. Old Business

None.

8.B. New Business

8.B.1. Request to Purchase EMT SimMan Trainer

Director Frank Pinnell addressed the Board and expanded upon a request to purchase an EMT SimMan Trainer.

No questions.

Ms. Sekayumptewa made a motion to approve the purchase of an EMT SimMan Trainer as presented. Mr. Leslie seconded the motion. The motion carried upon a roll-call vote with, Mr. Leslie, Ms. Sekayumptewa and Chair Robinson voting in favor. Mr. Lucero had stepped out of the room. There were no votes against.

8.B.2. Request to Accept the Single Audit for Fiscal Year Ended June 30, 2023

Director Kupfer introduced Arizona State Auditors Jason Reiner and Victoria Fisher who expanded upon the report provided in the packet.

No questions.

Mr. Lucero made a motion to approve the Single Audit for Fiscal Year Ended June 30, 2023. Mr. Leslie seconded the motion. The motion carried upon a roll-call vote with Mr. Lucero, Mr. Leslie, Ms. Sekayumptewa and Chair Robinson voting in favor. There were no votes against.

8.B.3. Request to Approve Nursing Fees – Amended

VPAS Ellison expanded on the request to accept the amended nursing fees.



*Ms. Sekayumptewa made a motion to approve the amended nursing fees. Mr. Lucero seconded the motion. **The motion carried upon a roll-call vote with Mr. Lucero, Mr. Leslie, Ms. Sekayumptewa and Chair Robinson voting in favor. There were no votes against.***

8.B.4. Request to Award Contract to Replace Roof at Winslow Campus

VPAS Ellison expanded on the request to award a contract to replace the roof on the multi-purpose building at the Winslow Campus provided in the packet.

Mr. Lucero asked why the specific vendor was chosen. Director White responded that the vendor was able to start much sooner than the vendor with the lower cost. Director White added that the chosen vendor also had a better warranty. VPAS Ellison explained the point system used to select a vendor.

*Mr. Leslie made a motion to award the contract to replace the multi-purpose building roof at the Winslow Campus. Ms. Sekayumptewa seconded the motion. **The motion carried upon a roll-call vote with Mr. Lucero, Mr. Leslie, Ms. Sekayumptewa and Chair Robinson voting in favor. There were no votes against.***

8.B.5 Request to Award Contract to Replace Roof at Hopi Center

VPAS Ellison expanded on the request to award a contract to replace the roof at the Hopi Center provided in the packet.

Ms. Sekayumptewa asked if the vendor had multiple crews to accomplish the roofing in two separate locations. Director White replied that they had one crew but each location would only take a week to complete. Mr. Lucero asked for clarification that the crew would complete work at one location and then move to the next. Director White confirmed.

*Ms. Sekayumptewa made a motion to award the contract to replace the roof at the Hopi Center. Mr. Leslie seconded the motion. **The motion carried upon a roll-call vote with Mr. Lucero, Mr. Leslie, Ms. Sekayumptewa and Chair Robinson voting in favor. There were no votes against.***

8.B.6 Request to Award Contract to Replace HVAC at Winslow Campus.

VPAS Ellison expanded on the request to award a contract to replace the HVAC system in the multi-purpose building at the Winslow Campus provided in the packet.

Chair Robinson asked if the swamp coolers will be removed. Director White responded yes.

Ms. Sekayumptewa asked where the company was from. Director White responded that the company was from Joseph City.

*Ms. Sekayumptewa made a motion to award the contract to replace the multi-purpose building HVAC at the Winslow Campus. Mr. Leslie seconded the motion. **The motion carried upon a roll-call vote with Mr. Lucero, Mr. Leslie, Ms. Sekayumptewa and Chair Robinson voting in favor. There were no votes against.***



8.B.7 Request to Approve NPC Cisco Systems Core Network Equipment.

CIO Jacob expanded on the request to approve the purchase of Cisco Systems Core Network.

Mr. Lucero commented that he thought that NPC was switching from Cisco to another company. CIO Jacob responded that NPC has always used Cisco and will continue to do so. President Hazelbaker suggested that Mr. Lucero was thinking about the switch from HP to Dell for computers. Mr. Lucero responded that he may have been thinking about the switch in computers.

*Ms. Sekayumptewa made a motion to approve the purchase of Cisco Systems Core Network Equipment. Mr. Lucero seconded the motion. **The motion carried upon a roll-call vote with Mr. Lucero, Mr. Leslie, Ms. Sekayumptewa and Chair Robinson voting in favor. There were no votes against.***

8.B.8 Request to Approve 2025-27 Preliminary Capital Budget

VPAS Ellison expanded on the request to approve the 2025-27 preliminary capital budget.

*Mr. Lucero made a motion to approve the 2025-27 Preliminary Capital Budget. Ms. Sekayumptewa seconded the motion. **The motion carried upon a roll-call vote with Mr. Lucero, Mr. Leslie, Ms. Sekayumptewa and Chair Robinson voting in favor. There were no votes against.***

8.B.9 Request to Approve 2024-25 Preliminary Budget

VPAS Ellison expanded on the request to approve the 2024-25 preliminary budget.

Mr. Lucero asked what the actual increase in property tax would be. VPAS Ellison responded 4.3%.

*Ms. Sekayumptewa made a motion to approve the 2024-25 Preliminary Budget. Mr. Leslie seconded the motion. **The motion carried upon a roll-call vote with Mr. Lucero, Mr. Leslie, Ms. Sekayumptewa and Chair Robinson voting in favor. There were no votes against.***

8.B.10 Executive Session 1

The Board voted to enter Executive Session 1 to discuss President Hazelbaker's resignation.

*Mr. Lucero made a motion to enter Executive Session 1. Ms. Sekayumptewa seconded the motion. **The motion carried upon a roll-call vote with Mr. Lucero, Mr. Leslie, Ms. Sekayumptewa and Chair Robinson voting in favor. There were no votes against.***

8.B.11 Action from Executive Session 1

The Board voted to accept President Hazelbaker's resignation.

*Mr. Lucero made a motion to accept President Hazelbaker's resignation. Mr. Leslie seconded the motion. **The motion carried upon a roll-call vote with Mr. Lucero, Mr. Leslie, Ms. Sekayumptewa and Chair Robinson voting in favor. There were no votes against.***



President Hazelbaker made a statement. VPAS Ellison also made a statement. Chair Robinson requested that the Board complete President Hazelbaker's evaluation survey before the May meeting. President Hazelbaker clarified the survey process.

8.B.11 Executive Session 2

The Board voted to enter Executive Session 2 to discuss the Interim process and qualifications of college personnel.

Mr. Lucero made a motion to enter Executive Session 2. Ms. Sekayumptewa seconded the motion. The motion carried upon a roll-call vote with Mr. Lucero, Mr. Leslie, Ms. Sekayumptewa and Chair Robinson voting in favor. There were no votes against.

8.B.12 Action from Executive Session 2

The Board voted to do an internal search for the Interim position.

Mr. Lucero made a motion to do an internal search for the Interim position. Ms. Sekayumptewa seconded the motion. The motion carried upon a roll-call vote with Mr. Lucero, Mr. Leslie, Ms. Sekayumptewa and Chair Robinson voting in favor. There were no votes against.

Chair Robinson stated that there would be a call for letters of interest and a special meeting to discuss candidates and the Presidential search process on April 30, 2024.

Agenda Item 10: DGB Agenda Items and Informational Needs for Future Meetings.

Chair Robinson stated that search firms for a new President needed to be investigated for the May meeting. Dr. Borofsky stated that he believed the Board should ask VPAS Ellison for a list of potential search firms. VPAS Ellison responded that a list had already been provided to Chair Robinson.

Chair Robinson stated that travel authorization to the ACCT Leadership Congress in Seattle, WA in October would need to be placed on the May agenda.

Recording Secretary Bughio stated the summer tuition item was in the February agenda and not the March agenda.

Mr. Lucero made a motion to approve the March minutes that were removed from the Consent Agenda. Ms. Sekayumptewa seconded the motion. The motion carried upon a roll-call vote with Mr. Lucero, Mr. Leslie, Ms. Sekayumptewa and Chair Robinson voting in favor. There were no votes against.

Chair Robinson stated that an Executive Session for the President's evaluation and exit interview would also be needed for the May meeting.



Agenda Item 11: Board Report/Summary of Current and Upcoming Events

Chair Robinson announced the community items in the next month.

Agenda Item 12: Announcement of Next Regular Meeting

May 21, 2024

Agenda Item 13: Adjournment

The meeting was adjourned at 1:17 p.m. upon a motion by Mr. Lucero and a second by Ms. Sekayumptewa. The motion carried upon a roll-call vote with Ms. Sekayumptewa, Mr. Lucero, and Chair Robinson voting in favor. Mr. Leslie had to leave the meeting before adjournment. There were no votes against.

Respectfully submitted,



Farah Bughio
Recording Secretary to the Board

Approved

