

# Navajo County Community College District Governing Board Meeting Minutes

October 17, 2006 – 10:00 a.m.

103 First Avenue, Holbrook, Arizona, 86025

**Governing Board Members present:** Norris Baldwin, Bill Jeffers, Daniel Peaches, Neal Thompson

**Governing Board Members absent:** Paul Reynolds

**Staff present:** Blaine Hatch, Brian McLane, Ralph Orr, Dan Simper, Jeanne Swarthout, Terri Tubbs, Mark Vest

**Others present:** Rich Balsley, John Deaton, JoLynn Fox, Alan France, James Henderson, David Huish, Alyssa Jacobsen, Rose Kreher, Everett Robinson, Mira White, Crystal Williams

**Call to Order and Pledge of Allegiance:** Mr. Thompson called the meeting to order at 10:06 am. Mr. Baldwin led the Pledge of Allegiance

**Acknowledge Guests:** None

**Adoption of Agenda:** Norris Baldwin/Bill Jeffers/Unanimous vote

**Invitation of Public Comment:** None

**Approval of Minutes:** Regular Session and Executive Session as amended of September 19, 2006 – Bill Jeffers/Norris Baldwin/Unanimous vote.

## Reports:

- A) 2002-2003 and 2003-2004 Budget Adjustments and Financial Position: The budget adjustments are routine and are presented as each year audit is completed. **The motion to approve the 02-03 and 03-04 budget adjustments as presented was made by Norris Baldwin. Mr. Jeffers made the second and the vote was unanimous.** The Board discussed the August financial report and noted the addition of the year to date information. **Mr. Jeffers made the motion to accept the August report and Mr. Baldwin made the second. The vote was unanimous.**
- B) Arizona Community College Association: A letter from Representative Russell Pearce to the ACCA was added to the ACCA discussion. It gave a directive that submissions to the JLBC should include information from all districts, including Cochise and Gila County Provisions District which are not current members of ACCA. ACCA extended an invitation to Cochise to submit their reports to ACCA and have them included for a cost of \$15,000 and Cochise declined. This directive may be the beginning of an effort to reinstate the State Board of Community Colleges.
- C) NPC Faculty Association: No report submitted by Faculty President Schoening.
- D) NPC Classified and Administrative Staff Organization: The report submitted by CASO President Kreher was reviewed. It was noted that the employee scholarship award would be for courses that relate to professional development.
- E) NPC Foundation: No comments on report submitted by President Orr.
- F) NPC Student Government: John Deaton, faculty advisor to student government, and three of the new officers attended the meeting. Alan France, the elected president, reported that they are appreciative of the assigned office

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space and the financial support. They are working on the beginnings of student life activities. President Orr noted that he had met with Alan and the group has good ideas ready to roll out. Their activities should encourage enrollment and retention. Mr. Thompson said that the Board appreciates the role of student government and student life and that the budget requests of the group for worthwhile projects should be met.

**Old Business:**

- A) Potential Sale of Hermosa Campus to City of Holbrook: President Orr suggested to the Board that they adjourn into an executive session to discuss the requested sale. **At 10:28 am Mr. Jeffers made the motion to adjourn into executive session. A unanimous vote followed a second by Norris Baldwin.** The Board returned to regular session at 11:42 am. **Mr. Baldwin made the motion that the College should continue negotiations with the City of Holbrook for the sale of the Hermosa Campus. The sale must hold the College financially harmless – a figure to be determined – and will include a provision for College continued use of designated facilities for a minimum of five years.**
- B) Northeastern Arizona Training Center Update: President Orr shared with the Board that the concrete to complete the tower pad had occurred. There was not quorum available for the scheduled October meeting and another one has been calendared for October 25 at 2:30 pm. The NATC information contained in this packet will be shared with the NATC Board at that time. Mr. Jeffers questioned the wisdom of allowing proxy votes. He said the proxy voters would be less concerned and less informed. Mr. Orr said the request had come from Mr. David Tenney who represents Navajo County. Mr. Tenney felt that each Board member represents an organization/stake holder and could be adequately represented by another member of the organization. Proxy votes are legally allowed if so noted in the by laws. Mr. Orr also informed the Board that he is being very careful about a documentation trail for all actions and that slows down the project. Mr. Orr will continue to keep the NPC Board fully informed.

**New Business:**

- A) Consider Disposition of Horman Property: The Horman Family Trust donated 1,100 acres of real property to the College in 1999. The College would like to begin to market the property. There is a potential for some archaeological sites on the property. At the time of donation it was valued at \$189,000. Currently the market could sustain possibly as much as \$400 - \$600 per acre. **Mr. Jeffers made a motion to authorize the President to begin marketing the property. Mr. Baldwin suggested the motion be amended to include “with a consideration of its archaeological potential.” Mr. Jeffers seconded the amended motion and it was unanimously approved.**
- B) 2007-2008 Budget Development Guidelines and Schedule: A revised budget development calendar was presented to the Board and President Orr asked the Board to take time this month to review the proposed guidelines and revised schedule and forward any comments to him before the November meeting. The guidelines and schedule will be presented for approval at that time.

**Standing Business:**

- A) Strategic Planning and Accreditation: Dr. Swarthout extended an invitation to any interested Board members to attend (with other College personnel) the Higher Learning Commission workshops on self-study to be held in April in Chicago. Mr. Jeffers asked if Board member attendance would help our evaluation. Dr. Swarthout said, “yes.”
- B) Consider Curricula: None presented.
- C) Consider Grants and Contracts: None presented. Mr. Jeffers asked the status of the LCC property recently considered for sale. Mr. Hatch said he did not anticipate any further action.
- D) Consider Board Policy and Administrative Procedure: None presented.
- E) Update on Personnel: As attached to the agenda.

**Summary of Current Events:** Mr. Thompson reported that the ACCT workshop he attended last week in Orlando, Florida presented good topics. Four year degrees and governance were two topics he noted. Universities will not be able to meet



the need for four year degrees on a national level. Any community college now involved has only limited offerings. In attending the governance sessions, he found no suggestions better than the methods our Board currently uses. Mr. Jeffers commended the College staff for being involved in the Petrified Wood Identification seminar and field trips offered recently. There were 42 participants, many from out of state.

**Announcement of Next Meeting:** The next regularly scheduled meeting is November 21, 2006 at 10:00 am.

**College Strategic Plan Study Session:** The Board took a break for lunch at 12:30 pm and then began the work session to discuss strategic planning. President Orr took some time to review the packet of information included for this session and then opened the session for discussion. Mr. Thompson began with questions about anticipated growth and whether or not our competitors are clearly identified. President Orr said that he had identified two opportunities for growth – the local market in all age groups and out of district residents which would require an investment of infrastructure and marketing. Mr. Thompson asked, “what are the growth areas in the district by age and by location?” Currently WMC is bursting at the seams, PDC has capacity for growth. Should Whiteriver Center be expanded into a campus – possible money from the state legislature for that purpose. Neal discussed the Apache tribe requirement for their scholarship students to stay here at NPC if their placement scores were lower than a certain level. He asked if this same program could be introduced to the other tribes. As the discussion turned to online courses, Mr. Simper noted that the College can not collect FTSE money for any out of state students enrolled in online courses. In considering expansion of online offerings, Rio Salado has offered to partnership with NPC in using Rio’s huge online course bank. Mr. Jeffers said that could be an option if the quality is still there. Mr. Thompson suggested pursuing Rio’s offer. He also stated that the College needs to be ready to respond to the need for four year degrees. Cost/benefit analysis should be done for specific programs the College might consider. Program location decisions need to be reviewed. Is the Board directive still to strive for balance between all the sites? There has already been some natural move of programs toward population growth. Mr. Peaches suggested surveying all the Navajo high school students. The College should participate in broadening the students’ horizons about options after high school. More College information should be given to key people in the high schools on the reservation. Mr. Peaches said in his visits with students that go off the reservation they cite difficulty in obtaining jobs if they stay here and go to school at NPC. He also noted that the reservation has need of education in land/water productivity issues such as solar/wind technology. Mr. Jeffers mentioned the need to follow through with the commitment to Kayenta. Mr. Thompson and Mr. Jeffers noted the need to increase the perception of quality and Mr. Baldwin said that perceived quality comes from the brick and mortar appearances of the College. Multi-course labs promote the impression of lower level of quality but there has been improvement through the years. Mr. Jeffers said that most folks he visits with are pleased with the quality of service in Holbrook but he still hears comments about wanting to have basketball here again and more offerings in the arts. Mr. Orr noted there has not been a continued effort to recruit the potential high school graduates each year. If this is a group the College wants to market to, there will be an investment required to cater to their needs and wants. Mr. Jeffers said the direction in the past has been not to cater to that age group but to serve the needs of the general population. The goal has been to improve the area and provide training for jobs to improve the lives of the residents. What do the students who do not attend any college after they graduate from high school want, asked Mr. Thompson. Are we finding them and offering choices outside of the box? The trades and services needs are growing and there will always be the traditional age college transfer group of students. Mr. Orr noted that the current bond indebtedness will be paid off in 2009. He suggested looking at a new bond to continue building and progressing. Mr. Jeffers that unless there is a very articulated need that there will not be much support for a new bond. The College needs to continue managing the budget and accumulating funds for capital improvements as has been done in the past. Mr. Jeffers said that perhaps the addition of four year programs would be the demonstrated need and Mr. Orr said that the need could be keeping up with district population growth. Mr. Thompson said the College has made huge improvements through the years but constant effort to improve and broaden the College image must be a focus. Mr. Jeffers expressed a need for more efficient use of the current facilities and programs. The possibility of some kind of partnership with Dine was discussed. Mr. Peaches noted that what the College can do on the Navajo reservation is subject to Dine by Navajo law. He stated a fear that the current Navajo Tribal administration might want to ban NPC. Dine is currently expressing interest in doing some partnering at Dilkon. Mr. Baldwin asked what the North/South enrollment trends have been. Mr. Vest said that the North campus and center sites have experienced the

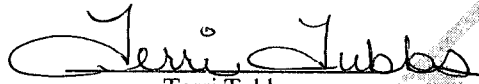


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most declines in enrollments with the Native American male showing the largest down trend. Mr. Orr thanked the Board for their input. The data as requested by Board members will be forthcoming. The President requested further ideas to be sent to him and another study session in the future to refine the vision and goals.

**Adjournment: Bill Jeffers made the motion to adjourn the meeting at 3:18 pm and after a second from Norris Baldwin, the vote was unanimous.**

Respectfully submitted,



Terri Tubbs  
Recording Secretary to the Board

Daniel Peaches  
Chairman

Absent *dy*



Neal Thompson  
Secretary to the Board

APPROVED



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