

**NAVAJO COUNTY COMMUNITY COLLEGE
DISTRICT GOVERNING BOARD**

Minutes of Regular Meeting

Tuesday, April 19, 2005

Location: District Office – Eagle’s Nest
103 First Avenue at Hopi Drive
Holbrook, Arizona

MEMBERS PRESENT:

Daniel Peaches, Chairman
Neal Thompson, Secretary
Norris Baldwin
Bill Jeffers
Dr. Paul Reynolds

OTHERS PRESENT:

Claude Bakurza	David Anderson
Paul Barger	Dr. Rich Balsley
Vince Budenholzer	Peggy Belknap
Lois Coltrin	Gina Ciuffetelli
Dawn Edgmon	Chester Crandell
Jo Lynn Fox	Dr. Richard Fleming
Gloria Gorman	Alan Grace
Gerald Hancock	Richard Gorman, Sr.
Blaine Hatch	Paul Hancock
LaDonna Jones	Cindy Hildebrand
Gary Mack	Rose Kreher
Frank Martin	Brenda Manthei
Brian McLane	Pat McCann
William Reckling, III	Diane Miller
Everett Robinson	Terry Reed
Dr. Jeanne Swarthout	Dan Simper
Terri Tubbs	Shawn Taylor
Helen Yazzie	Mark Vest
	Richard Zalenski

Chairman Daniel Peaches called the meeting to order at 11:08 a.m. The Board members and the audience participated in the pledge of allegiance. Mr. Peaches welcomed the visitors.

ADOPTION OF AGENDA

Bill Jeffers moved to adopt the agenda. Neal Thompson seconded the motion, and the agenda was accepted by a unanimous vote.

APPROVAL OF MINUTES

On motion made by Bill Jeffers and seconded by Paul Reynolds, the minutes of the regular meeting of March 22, 2005 were unanimously accepted.

CORRESPONDENCE

Chairman Daniel Peaches called for correspondence. There was none.

PUBLIC COMMENTS

Chairman Daniel Peaches called for input from the general public. There were six requests from the public to address a basketball program for Northland Pioneer College. The first speaker was Richard Zalenski who presented the Board with a booklet entitled The Z Plan – Together We Can. Then he showed a video featuring a former NPC student basketball player encouraging the Board and the College to reinstate basketball.

Claude Bakurza said that he had worked for NPC and with Mr. Zalenski as an assistant women’s coach. He noted that the games received great crowd support and had put NPC’s name on the map. He also felt that the program gave Native American students a chance to succeed.

Vince Budenholzer, a current City of Holbrook Councilman, said that the Holbrook City Council had passed a resolution at their last meeting in support of reinstating the basketball program to Northland Pioneer College. He also read an email from Loy Englehardt of KINO radio stating that the Board should consider resurrecting basketball considering the unique part Northland Pioneer College plays in this area. Mr. Budenholzer read a letter of support for the basketball program from Dr. Maestes in his comments. He went on to say that there are extremely talented men and women players on the Navajo reservation. NPC has been good for mature students, but there should be more to a community college experience than just education.

Former NPC basketball player, Paul Hancock, commented on the opportunity that NPC and Mr. Zalenski had given him to succeed in basketball. One of the coach’s goals at the time Hancock played was to assure that each player graduated and went on to a 4 year school. He said that Zalenski helped him find two different 4 year schools to attend. He appreciated the leadership skills that he learned from NPC and Mr. Zalenski.

Gerald Hancock, area commissioner for Arizona Interscholastic Association, said that local athletes need an opportunity to play – they need a program. Local support of basketball is better than many larger schools and colleges.

Frank Martin said that he had participated in sponsoring NPC athletes in the past. He had attended games both at home and on the road. The NPC basketball program gave two Native American players that he knew an opportunity to further their education. The program is a stepping stone for these students. Good players are available in the three tribes the college serves. The NPC athletes were involved in community projects such as reading at the schools and cleanup activities. He thanked Mr. Zalenski for his efforts.

Dr. Fleming noted that he had received a letter of support for the basketball program from Chairman Massey of the White Mountain Apache tribe.

FACULTY REPORT

President of the Faculty Association, Gary Mack, gave the faculty report. He noted that Michael Solomonson would be the President for next year. The play, Radium Girls, will be presented this month. There is a student art show beginning on May 2. The Math Department has worked this semester on web based delivery methods. There will be a Nursing Pinning on May 6 and the Faculty Retreat will also be held that evening at the Heward House in Holbrook. He mentioned that he had enjoyed working with Dr. Fleming as the President this year.

CASO REPORT

Dawn Edgmon represented CASO and reported that the third of three workshops in their Professionalism in the Workplace series, Time Management and Customer Service, has been completed. The CASO retreat will be held May 20 at the Community Education Center in Holbrook and Dr. Jean Fleming will be the guest speaker. Elections for new officers will be held at the retreat. The CASO organization has ordered some “red dress” pins to make people more aware of heart disease in women. Ms. Edgmon invited the Board members to graduation on May 14 and reminded them of the NPC Foundation event, Music in the Pines, scheduled for June 11.

PRESIDENT’S REPORT

Dr. Fleming thanked Gary for the good job he has done as the Faculty Association President and the opportunity to work with him and the Association. He complimented the CASO organization for sponsoring the Professionalism in the Workplace series. Dr.

Fleming also expressed appreciation to Dawn Edgmon for her work on the yearly commencement exercises.

Mr. Bill Reckling of the Navajo County Attorney's Office was introduced to the Board. His assignments will include Northland Pioneer College issues. Mr. Reckling noted that he was a 40 year resident of Arizona and was pleased to be working in our area. He referenced the NPC mission statement and stated that he agreed with our efforts to make education accessible.

Dr. Fleming also introduced Mr. David Anderson, the new NPC Small Business Division Director. He last worked in Montana and is now living in Shumway. Mr. Anderson said he is happy to be here and looking forward to working with all the NPC constituents.

The local NPC chapter of Phi Theta Kappa has been awarded the Pinnacle Silver Chapter Designation. This designation is earned by increasing chapter membership by 10% over the previous year. Dr. Fleming thanked the Phi Theta Kappa advisor, Ryan Jones, for his work with the chapter over the last several years. Andrew Hassard will be the new advisor beginning FY 2005-2006.

A news story concerning dual enrollment featured an interview with an NPC welding student and has been published on a national level and internationally. Dr. Fleming thanked Director of Marketing and Public Relations, Everett Robinson, for following through on the initial contact. The story specifically mentions Northland Pioneer College. NPC has the second largest dual enrollment in the state of Arizona. Dawn Edgmon is the coordinator.

BOARD REPORTS

Bill Jeffers wanted it noted that he had received several calls from the Holbrook community to express support of reinstatement of the Northland Pioneer College basketball program.

OLD BUSINESS

- A) Request to Approve Intergovernmental Agreement with Coconino County Community College District

The IGA with Coconino County Community College is the basis for a cooperative project as specified within the 2004 U.S. Department of Education Title III Grant. It has been approved by our legal counsel. The motion to approve the intergovernmental agreement was made by Bill Jeffers and the second by Paul Reynolds. The vote was unanimous.

NEW BUSINESS

A) Request to Approve Off Campus Student Housing Lease Agreement

A revised agreement was presented to the Board. This revision was reviewed and approved by NPC legal counsel. The students will be required to sign an NPC contract and will be held to the same rules of conduct as the residence hall required. The college will partially scholarship the rooms and new housing fees will be set for the 2005-2006 year. The rooms will not be available to the student during the semester break of December 14 – January 13. The Board unanimously approved the revised agreement as presented with a change of wording on item #3 to say “toll-free” telephone service rather than “local” telephone service. Bill Jeffers made the motion to approve the agreement and Paul Reynolds seconded the motion. The vote was unanimous.

B) Request to Consider Continuing Operation of the Holbrook Residence Hall

The District Governing Board unanimously approved the motion, made by Neal Thompson, to discontinue using the residence hall as a residence hall and convert it to a storage facility for use by the college. The staff may explore opportunities for sale of the facility. The motion was seconded by Paul Reynolds.

C) Request to Approve Revised Mission, Vision and Values Statements

Last October, the College Planning Committee (CPC) was asked to review the Mission, Values and Purposes statements included in the 2003-2005 General Catalog. A sub-team tackled the assignment, critiquing each word of the mission statement to determine the measurable outcomes. Three different times draft mission statements were submitted to the CPC, the President and the entire College community for comments, the final statement won nearly unanimous approval from the entire College community. With an acceptable Mission Statement, the CPC then refined the Vision and Values Statements. CPC unanimously agreed these accurately state our vision for what NPC is and should become over the next decade. Everett Robinson, Director of Marketing and Public Relations, presented the statements to the Board and explained the process the statements went through for revision. After the members of the Board reviewed all the statements and had some discussion, the Board added the words “to our constituencies” to vision #3. Then Paul Reynolds made the motion to approve the statements with the noted revision. After a second by Neal Thompson, the motion was unanimously approved. The approved statements are attached to these minutes.

D) Request to Approve Fee Agreement with Henderson Law Offices

Henderson Law Offices have provided legal services to Northland Pioneer College on an as needed basis for several years. This agreement puts the firm on a true retainer and provides for a formal fee agreement. In the discussion, Mr. Thompson recognized Mr.

Henderson as a skilled attorney. He questioned where the services of the Navajo County Attorney's office fit into our needs and were we using them to our best advantage. If so, did we really need another attorney on retainer? Mr. Hatch noted that the College does use the County Attorney's Office for standard things but we use other attorney's for specialty issues or long-term projects. Dr. Reynolds noted that as a professional educator, it was necessary in this day and age, even though we have a relationship with the County Attorney's Office, to also have an attorney on retainer to meet the needs of the District. Mr. Baldwin stated that the relationship with Mr. Henderson was a win-win situation. We have the benefit of his long-term experience with the college and our specific needs and we also will receive a reduced contract rate rather than his normal hourly rate. Upon a motion to approve the agreement with Henderson Law Offices by Norris Baldwin, Paul Reynolds made the second. At the vote call, Mr. Reynolds and Mr. Baldwin voted yes and Mr. Jeffers and Mr. Thompson voted no. Chairman Peaches broke the tie with a yes vote and the motion was approved.

E) Request to Approve Curriculum Modifications and Additions

Dr. Fleming presented to the Board a proposed certificate in Automotive Technology to begin in Fall of 2005. He noted that the program would be a partnership with NAVIT, and was in response to requests from the high schools, local businesses and the local communities for a nationally recognized certification program. The program has not been approved yet by the NPC Curriculum Committee but he was requesting an approval by the Board for the program so the ordering for the specialized equipment and modules could be done in a timely manner and the specifics would go back to the Curriculum Committee for finalization. Chester Crandell, Superintendent of NAVIT, explained that the program was computer based. For the pilot program, six of the NAVIT districts would participate for three days a week on computers in their own schools and two days a week would be bussed to Show Low High School to do hands on lab work in a fully certified lab. Dr. Crandell again expressed the need for moving the program along and expressed appreciation for the partnership with NPC but he noted that the program will proceed with or without Northland Pioneer College. Dr. Reynolds expressed concern that the normal protocol for new programs had not been followed and after some discussion, the Board requested that the item be tabled until the Curriculum Committee had properly reviewed the proposed certificate. The motion to table was made by Bill Jeffers with a second by Neal Thompson. Mr. Thompson, Dr. Reynolds and Bill Jeffers voted to table and Mr. Baldwin voted no. Dr. Swarthout said she would arrange a special Curriculum Committee meeting so that the item could be referred back to the Board in a timely fashion.

F) Request to Award Bid for the Painted Desert Campus Remodel/Addition

Bids were received for the remodel and additions to the Baron building on the Painted Desert Campus. After the bids were opened, a request was received from the low bidder to withdraw his bid. Upon advice from legal counsel, Mr. Hatch requested that the item be tabled, the current bids be rejected and that project should go out for rebid. The

motion was made by Dr. Reynolds to reject the bids and proceed with rebidding. Mr. Baldwin seconded the motion. Chairman Peaches called for a vote and Dr. Reynolds and Mr. Baldwin voted yes and Mr. Thompson and Mr. Jeffers voted no. Chairman Peaches broke the tie with a no vote. Mr. Jeffers said he would like the Board to have the opportunity to directly discuss the matter with legal counsel before making a decision. He made the motion to table the item until that discussion could occur. Mr. Thompson seconded the motion. At the vote call, Mr. Jeffers and Mr. Thompson voted yes for the motion to table. Mr. Baldwin and Dr. Reynolds voted no. Chairman Peaches broke the tie with a yes vote and the item was tabled until a special meeting could be arranged for a discussion with legal counsel.

G) Request to Award Bid for Telephone Data Wiring at the Painted Desert Campus Building

An independent request for bids was issued for telephone and data wiring of the PDC building remodel and addition. The staff recommended to the Board that the bid of ComLink Southwest be accepted at \$99,505. Mr. Jeffers made the motion to accept the ComLink bid and the vote was unanimous after a second by Mr. Baldwin.

H) Request to Award Bid for Asbestos Removal from the Painted Desert Campus Building

Contracts over \$25,000 require the approval of the District Governing Board. When the Request for Proposals for the asbestos removal was sent out, the total costs were not known and the item was placed on the agenda. After the bids were received and opened on April 12, the total of the low bid by the Project Development Group came in at \$18,429.21. Since this amount did not require approval by the Board, the college staff accepted the Project Development Group bid and informed the Board of the results at the Board meeting.

The meeting was recessed to allow those participating to get some lunch. Mr. Jeffers asked to be excused due to another commitment. The meeting then resumed.

I) Request to Approve an Agreement to Deliver College Level Classes at Heber-Overgaard Unified School District #6

J) Request to Approve an Agreement to Deliver College Level Classes at Sanders Unified School District #18

These two agreements with local high schools continue arrangements to deliver college classes to the high schools in the NPC service area. The vote to approve both agreements was unanimous after the motion was made by Mr. Thompson and seconded by Dr. Reynolds.

K) Request to Consider Administrator Emeritus Nomination for Chuck Kermes

Dr. Fleming presented the name of Chuck Kermes, Dean of Business and Technology, to the Board for Emeritus recognition. Dean Kermes has been working for Northland Pioneer College in different capacities, beginning as an associate faculty, for 19 years. He will be retiring at the end of June. His full time contract did not begin until the 1991-92 school year, but due to his commitment to the college, our students and the vocational programs such as School-to-Work and Perkins he has promoted, Dr. Fleming told the Board members that he had more than earned the recognition. Mr. Baldwin asked what the designation meant and was told that it was honorary and encouraged the continued involvement of the person with the college and college services. Emeritus designees will be recognized at commencement and invited to return to the Fall Convocation for presentation of the award and recognition by their peers. A unanimous vote approved the recognition upon a motion by Neal Thompson and a second by Paul Reynolds.

L) Request to Consider Faculty Emeritus Nomination for Joe Nickolas

Joe Nickolas has been a member of the Northland Pioneer College family since Fall 1975. He also began his career at NPC as an associate faculty member and moved to regular faculty status in the Fall of 1979. Dr. Swarhout stated in her letter of nomination that Joe “has educated countless students in the field of biology and has been instrumental in providing support for the Nursing program through the teaching of Anatomy and Physiology.” The vote for Joe Nickolas to receive Faculty Emeritus recognition was unanimous after a motion by Mr. Baldwin and a second by Dr. Reynolds.

M) Request to Approve Vendor Vouchers for Payment

Approval of the vouchers for payment was unanimous. Neal Thompson made the motion to approve and Paul Reynolds made the second.

Following the completion of action items on the agenda, the staff and Board members continued a discussion began during the Study Session concerning the 2005-2006 budget. Looking at the new personnel positions requested, Mr. Thompson wanted to know if the college was also looking at possible positions to eliminate. He wanted to stress that a salary increase for the people we have is important. His next question concerned the amount of the contingency fund and he wanted more information on the amount necessary to meet college needs for that fund. The level of state funding for every year after 2005-2006 will remain at the same level according to the new funding measure being discussed by the legislature. The staff explained that the only options to the Board for future income increases would be to raise the tax levy or the tuition rate. The state is suggesting that each district should be at their maximum levy before asking for more state aid. The discussion continued as the staff and Board members explored different options for budget needs. Dual enrollment, Apache County, elimination of current programs and other ideas were discussed. The staff was directed to have more specific scenarios for the budget prepared for further discussion at the planned teleconference.

ANNOUNCEMENT OF NEXT MEETING

The next regular meeting of the Board was tentatively scheduled for May 17, 2005. There will be a special teleconference meeting scheduled next week to address the items tabled today at a time when legal counsel can address the Board.

ADJOURNMENT

The meeting adjourned at 3:10 pm upon a motion by Neal Thompson and a second by Paul Reynolds.

Respectfully submitted,

Terri Tubbs
Recording Secretary to the Board

Daniel Peaches
Chairman

Neal Thompson
Secretary to the Board