

Navajo County Community College District Governing Board Meeting Minutes

February 17, 2009 – 11:30 a.m.
2251 North Navajo Boulevard, Holbrook, Arizona, 86025

Governing Board Members Present: Bill Jeffers, Ginny Handorf, A.T. Siquah, E.L. Parsons and Daniel Peaches.

Staff Present: President, Dr. Jeanne Swarhout; Vice President, Blaine Hatch; Vice President, Mark Vest; Director of Information Services, John Velat; Recording Secretary to the Board, Russell Dickerson.

Others present: Peggy Belknap, Karalea Kowren, Everett Robinson, Troy Eagar, Ann Hess, Mike Lawson, Lisa Jayne, Mira White, Suzanne Tresize, Donna Ashcraft, Julie Holtan, Lori Ball, Maderia Ellison, Beaulah Bob-Pennypacker, Jake Hinton and Kate Dobler-Allen.

Agenda Item 1: Call to Order and Pledge of Allegiance

Chairman Jeffers called the meeting to order at 11:35 a.m. Mr. Peaches led the Pledge of Allegiance.

Agenda Item 2: Adoption of Agenda

Mr. Siquah moved to adopt the agenda. Mr. Peaches seconded the motion. *The vote was unanimous in the affirmative.*

Agenda Item 3: Invitation of Public Comment

No public comment.

Agenda Item 4: Reports

4.A. – Financial Position – Vice President Blaine Hatch

Vice President Hatch presented a report on the financial position of the College for the first half of the year. General fund revenues are at 53% and the primary tax levy is at 58% through half of the year. January tax receipts have been received and they match what was received last year. Mr. Hatch anticipates that 99% will be collected by the end of the year. The maintenance and operations category of State aid is at 48% and with the new adjustment to State aid, Mr. Hatch expects that figure to reach 89% by year end. Mr. Hatch expects investment earnings to reach 75% of what was budgeted by year end. Total expenditures from the general fund are at 44%. 57% of secondary property taxes have been collected. Mr. Hatch pointed out that in the restricted fund, expenditures traditionally lead revenues and that currently, approximately \$200,000 will need to be made up to balance the fund by year end.



4.B. – Classified Administrative Support Organization (CASO) Report –

CASO President Suzanne Trezise reported that at the Friday CASO meeting, Russell Dickerson resigned from CASO as Treasurer and CASO representative to College Council. Kristen Williams has agreed to take over as CASO Treasurer and Susie Acton will join College Council to represent CASO. Ms. Trezise reported that CASO members are eager to aid President Swarthout in working toward what is best for the College. A proposed staff mentoring program has been temporarily tabled and Ms. Trezise will meet with Troy Eagar at the next Employee Relations subcommittee meeting to discuss the possibility of developing a template of useful information. CASO members, concerned with high levels of unemployment in Navajo County, would like to hold a drive for non-food items, such as toiletries, and contact President Swarthout to explore the possibility of holding it at the NPC spring picnic and encouraging college wide participation. President Swarthout will also be contacted with regard to holding the CASO retreat on the same day of the picnic. CASO members would like to hold a fundraising silent auction at the fall NPC convocation. Committees have been formed and will move forward with planning the non-food drive and silent auction.

4.C. - NPC Faculty Association Report – Dr. Michael Lawson

Dr. Lawson reported that faculty members are deeply concerned about the state of the State's commitment and appropriations to education across the board.

4.D. - NPC Student Government Association (SGA) Report – Jake Hinton-Rivera

Jake Hinton-Rivera reported that the Student Government Association is working on outreach efforts to the community. This week, SGA will sponsor a dance at the Snowflake campus for NPC students and area high school students. SGA will host a talent show on March 20th at the Performing Arts Center which will be open to everyone. Several SGA Meet and Greets events have been held, most recently at WMC. LCC will host a Meet and Greet event today.

4.E. - NPC Foundation Report –

No report.

Agenda Item 5: Consent Agenda

Mr. Parsons made a motion to approve the consent agenda. Mr. Peaches seconded the motion. ***The vote was unanimous in the affirmative.***

Consent Agenda: -----**

(Action)

A. September 16, 2008 Study Session Minutes -----

B. September 16, 2008 Regular Board Minutes -----



Agenda Item 6: New Business

6.A. – Consideration of Facility Closure – President Swarthout

Dr. Swarthout presented a Staff recommendation to close the NPC facility at Heber as a result of budget decreases and the increasing cost of service. Mr. Parsons moved to table approval of the Heber center closure. Mr. Peaches seconded the motion to table. ***The motion passed with three votes in the affirmative.*** Item tabled until the March 17th District Governing Board meeting.

Agenda Item 7: - Standing Business

7.A. – Strategic Planning and Accreditation Steering Committee Report: Criterion 5 – Troy Eagar and Julie Holtan

Mr. Eagar began the presentation by listing fellow Criterion 5 members: Candy Howard, Curtis Casey, Mark Engle, Ann Hess, Julie Holtan, Rickey Jackson, Gary Reyes and Jake Hinton-Rivera. Criterion 5 states that NPC knows who it serves and how it serves them. Criterion 5 members were charged with gathering evidence that proves, or disproves, the criterion statement. To that end, members had to first identify NPC constituents. Mr. Eagar announced that instead of SPASC pizza, the Board would be treated to dessert. Julie Holtan (impersonating Chef Julia Child), aided by Mr. Eagar, made trifles for Board members and related each ingredient to a Criterion 5 core component. Board members, staff and audience members were entertained and were treated to dessert.

7.B. – Human Resources Update – Troy Eagar

Mr. Eagar reported that no new positions have been filled. Interviews for a Chemistry faculty position are taking place this week. The Department of Corrections Coordinator position is currently on hold pending budget information from ADOC. The Carl Perkins Grant Manager position was posted last week. The Institutional Research Analyst position, which will now report to Information Services, will be posted today. Dr. Swarthout informed Board members that the Carl Perkins Grant Manager position is funded equally by the Carl Perkins grant and NAVIT and no NPC money is involved. Dr. Swarthout added that last week at a meeting in Phoenix, community colleges were notified that ADOC anticipates budget cuts of 40% to 70% to education services to inmates. Responding to Board questions, Dr. Swarthout reported that NPC currently has four faculty members who are paid with ADOC contract funds. NPC faculty will be affected by budget cuts to ADOC.

7.C. – Grants and Contracts – President Swarthout

7.C.1. – NATC

Mr. Sinquah moved that the Board approve the contract for NATC authorizing an additional \$35,000 for a change order for construction previously approved by the Board. Mr. Parsons seconded the motion to approve. ***The vote was unanimous in the affirmative.***



Agenda Item 8: President's Report

- President Swarthout introduced Kate Dobler-Allen of First Things First who presented an informational presentation to the Board. Proposition 203 created a \$0.81 tobacco tax that generates revenue dedicated to the 0 to 5 year population of children in the state. The program relies heavily on partnerships with community colleges across the state as it looks to increase the health, safety and school readiness of child populations as they move into our communities and school districts. In the Navajo/Apache region, Northland Pioneer College is the college the program works with and all program meetings occur at NPC campus or center locations. Statewide, the budget for fiscal 09/10 is \$150 million; \$91.2 million has been allocated to regions across the state with \$761,591 allocated to the Navajo/Apache region. 31 regional councils are responsible for disseminating funds. The program will work to establish 1) laboratory schools that train NAVIT and dual enrollment students, 2) scholarship programs for high school students to pursue a four year degree in ECD and 3) a professional development lattice system that will consist of SUCEEDS programming for college credit. Ms. Dobler-Allen announced that the program is currently seeking to fill a philanthropy representative with an executive staff member of a non-profit organization or an entity that has a non-profit component. Recommendations can be directed to Ms. Dobler-Allen at the First Things First website at www.azftf.gov.
- A system for statewide meeting video teleconferencing was used at an ATAC meeting with a documented travel savings of \$7,138. Use of video teleconferencing will result in long term, significant savings to NPC.
- Presidents' Council will meet in Phoenix Wednesday 2/17/09 from 4:00 to 7:00 p.m. The Presidents are having difficulty getting organized and Dr. Swarthout has no agreement to present to the Board or a sense of finances to cover staffing costs.
- All NPC Picnic scheduled for April 24 at the park in Snowflake. The College will close at noon. District Governing Board members are invited to attend.
- The All Arizona Academic Team luncheon awards will take place Thursday. President Swarthout and Vice President Vest will attend and have lunch with the students.

Agenda Item 9: Board Report/Summary of Current Events

Mr. Siquah reported that he had a terrific time in Washington, D.C. for the inauguration of President Obama despite huge crowds and cold weather.

Agenda Item 11: Announcement of Next Regular Meeting: March 17, 2009, at 11:00 a.m.

Agenda Item 13: Adjournment

The meeting adjourned at 12:30 p.m. upon a motion by Daniel Peaches, a second by A.T Siquah, and a unanimous vote.



Respectfully submitted,

s/Russell Dickerson
Recording Secretary to the Board

s/Bill Jeffers
Chairman

s/Ginny Handorf
Secretary to the Board

