

Navajo County Community College District Governing Board Meeting Minutes

November 15, 2016 – 10:00 a.m.
Painted Desert Campus, Tiponi Community Center
2251 East Navajo Boulevard, Holbrook, Arizona

Governing Board Member Present: Ms. Ginny Handorf; Mr. James Matteson; Mr. Frank Lucero; Mr. Daniel Peaches.

Staff Present: President Jeanne Swarhout; Interim Vice President Maderia Ellison; Vice President Mark Vest; Recording Secretary to the Board Paul Hempsey.

Others Present: Kim Reed; Everett Robinson; Amie Rodgers; Betsyann Wilson; Amber Hill; Peggy Belknap; Fred Calderon; Kenny Keith; Bill Fee; David Huish; Stuart Bishop; Christopher Susag; Richard Nicosia; Beulah Bob-Pennypacker; Gary Segay.

Agenda Item 1: Call to Order and Pledge of Allegiance

Chair Handorf called the meeting to order at 10:02a.m. and asked Mr. Peaches to lead the Pledge of Allegiance.

Agenda Item 2: Adoption of Agenda

*Mr. Matteson moved to adopt the agenda as presented. Mr. Lucero seconded the motion. **The vote was unanimous in the affirmative.***

Agenda Item 3: Call for Public Comment

None

Agenda Item 4: Reports

4.A. Financial Position – Interim Vice President Ellison

Interim Vice President Ellison addressed the Board and reviewed the Financial Position report.

4.B. NPC Friends and Family – Director Wilson

Director Wilson addressed the Board and stated the committee assigned to award Fill the Gap and Leg-up grants will meet today (Tuesday, November 15th) and have the highest number of applications ever. Director Wilson praised the efforts of Kelley Harvey-Brannon, Whiteriver Center Manager, and her staff as well as Myrtle Dayzie-Grey, Kayenta Center Manager, and her staff for doing a great job encouraging students to apply.

Director Wilson announced that Rhonda Krauss would receive the Val 153 Memorial Scholarship which was last offered in Fall 2014 and will cover Tuition and Fees for Firefighter I and II as well as Hazmat for First Responders.

The Prescott Winslow Memorial Scholarship has been set up, through consultation with his brother and niece, and will benefit students who are graduates of Winslow High School, where



Mr. Winslow devoted a lot of his time and effort working with students. The scholarship is for \$1000 per semester and will be awarded to one student per semester.

Working with the Marketing department Friends and Family will be releasing their first ever Bi-Annual Newsletter, highlighting the success of students who have received scholarships, by direct mail.

Chair Handorf asked if the date for Mr. Winslow's Memorial Service, to be held in Winslow had been established. Director Wilson stated that she had not received any information on the service yet.

Mr. Matteson asked if the details for next year's Golf Tournament were set yet. Director Wilson commented the date had been set for April 29th 2017 and the goal is to have 36 teams and she was working to confirm the major sponsors. Director Wilson also commented that AZ Gives Day is Tuesday, April 4th 2017.

4.C. Faculty Association (FA) – Kenny Keith

Kenny Keith addressed the Board and provided a report from the Faculty Association.

4.D. Human Resources

Written Report.

4.E. NPC CASO

Written Report.

4.F. NPC Student Government Association

Written Report.

Agenda Item 5: Consent Agenda

- A. October 18, 2016 Regular Board Minutes
- B. October 18, 2016 Executive Session Minutes

Mr. Matteson made a motion to approve the consent agenda as presented. Mr. Lucero seconded. The vote was unanimous in the affirmative.

Agenda Item 6: Old Business

None.

Agenda Item 7: New Business

7.A. Outstanding Alumnus Award Fall 2016 – Amie Rodgers

Director Wilson introduced Amie Rodgers, Outstanding Alumnus for Fall 2016, commenting on why she nominated Ms. Rodgers and presenting her with the award and a bag of NPC related items.



Ms. Rodgers thanked everyone for the honor and commented that she was glad she could stay in the area to attend NPC and that the college brings so much education, particularly in the arts, to the area and provides a lot to the community.

7.B. APS – Cholla Power Plant Recognition

Dean Belknap introduced Richard Nicosia and Christopher Susag, from APS and Cholla Power plant, as well as NPC Faculty members Kenny Keith and Fred Calderon before presenting Mr. Nicosia and Mr. Susag with an Eagle in recognition of the partnership and support APS has provided to the college over the last 16 years.

Mr. Nicosia, Cholla Plant Manager, mentioned APS has had a long standing and mutually beneficial relationship with NPC and he is looking forward to continuing to work with NPC.

Mr. Susag, 4-Corners regional training supervisor for APS, praised the NPC program for producing highly-trained and qualified workers.

7.C. Budget Assumptions and Guidelines – First Read

Interim Vice President Ellison reviewed the Budget Assumptions and Guidelines with the Board commenting that the Expenditure limit would be breached again but the college continues to have carry forward which can be utilized. Interim Vice President also noted that there would most likely be a Tuition increase and, due to the positive response, another 3-year tuition plan would be requested to help students plan ahead as well as looking at differential tuition for some programs.

Mr. Matteson asked if any other Community Colleges in Arizona utilized Differential Tuition. Interim Vice President Ellison responded that she had received preliminary information from several community colleges that have differential tuition. The Board discussed the pros and cons of differential tuition and a three year tuition plan. Vice President Vest commented that a three year plan would help Financial Aid as recent changes would put their disbursement calendar out of line with the college budget cycle. Mr. Matteson commented that a three year plan would be an excellent idea, to allow students to plan ahead, but felt that differential tuition could muddy the waters. Vice President Vest commented that the college has two programs, Nursing and Cosmetology, which have an application process and would have to significantly change the way it does business to add differential tuition which would put up more barriers for students to cross to take classes. The college already tries to offset classes, with high costs, by charging course fees. President Swarthout commented that the college was trying to remove barriers to students moving through a program and differential program fees would add more to a student.

Mr. Matteson asked if the passing of Proposition 206 would have an impact at the college. Interim Vice President Ellison commented that it would have an impact on a number of temporary staff and provisional numbers suggest it will cost \$70,000. The college will review the hiring of temp staff and will fully comply with the laws as they come into effect.

Dr. Swarthout commented that, although the effort to get some relief on the Expenditure Limit through legislation was successful, it will not go into effect till 2018. The Community Colleges



Coordinating Council would be submitting a Decision Package to the Governor's office, which will be discussed at this month's meeting. It will be for new activities under the AchieveAZ60 and for a five year period.

7.D. Review of Fall 2016 Enrollment Report

Vice President Vest addresses the Board and reviewed the Fall 2016 Enrollment Report, noting the expected drop in numbers and outlining the major reasons for decline.

President Swarthout commented that Dual Enrollment does not count in certain measures at the Community Colleges as the teaching takes place at the High Schools. Teaching in TALON classes will take place at the College and there is an argument to be made to count them in college numbers.

Mr. Matteson asked if the college could foresee issues for next year. President Swarthout mentioned the growth of TALON and the affect it could have on General Education Faculty. Vice President Vest mentioned the college is receiving requests from various school districts for more TALON classes but currently that would mean taking Faculty away from their current college class assignment. President Swarthout commented that a discussion needed to take place with the High Schools helping with costs in TALON as they are not hiring new staff as NPC staff will teach the classes. Vice President Vest commented that Faculty and Staff retirements had a huge impact this year and he expected more this year. This again leads to difficulty attracting and keeping qualified employees. President Swarthout stated that retirements also give the college the opportunity to evaluate programs and courses being offered and potentially replacing some with different programs.

Mr. Matteson asked if the salary schedules offered to new staff and faculty was an issue and is there any incentives the college could offer to attract the right person. Vice President Vest commented that he did not see it as an issue though that may change as the labor pool dries up more in the future. As the job market becomes more competitive our location looks less attractive. President Swarthout commented that it was difficult to compare salaries with other colleges, as employees are serving in multiple roles, but overall NPC falls into the middle for salaries.

7.E. Placement Process Review

Vice President Vest commented that the college is completely changing the Placement Process. ACT, the largest provider of placement testing in the country, released a white paper saying Placement testing did not work and they were ending their test offerings. The college put together a committee to look at available resources and has decided to go with a mixed model. Anyone with a High School Transcript, obtained within the last 5 years, will have it reviewed for performance. For students who have been out of High School for more than 5 years the default will be to a new placement test. Over time a "Grit test" will be phased in looking at such things as where college falls on the students list of priorities.

Mr. Lucero asked about the need for remediation courses. Vice President Vest commented that being an open enrollment college NPC will never be in a position that all students will come in



ready for college level courses. The college is, however, trying to move students through the remediation faster and focus on areas the student is interested in progressing through. If the college can tie the remediation to where the student wants to go, such as the need to know algebra for welding, the student sees why it is necessary and will work harder to complete it the class. The college does see that the longer it takes a student to reach college classes the more chance they will disappear.

Mr. Matteson asked if we were seeing a satisfactory rate of Veterans taking classes. Vice President Vest commented that he was not sure what a satisfactory rate would be but the college was seeing a steady increase in the veteran population.

Agenda Item 8: Standing Business

8.A. Strategic Planning and Accreditation Steering Committee (SPASC) Report

Vice President Vest stated that SPASC is working on a Convocation schedule for January and continues to work on Enrollment Management and hopes to begin work on Technology Planning over the next month. Initial reports were provided from the Childcare and Transportation Committee. Both committees have been asked to provide a range of recommendations based on their findings.

Mr. Matteson commented that the White Mountain Apache Tribe received a grant to improve their public transportation system. Vice President Vest commented that the college hoped it would provide a service from Whiteriver to Show Low which was desperately needed for students.

8.B. President's Report

President Swarhout addressed the Board and stated that the search for Vice President for Administrative Services has been suspended and will propose splitting the position into two Associate Vice President positions. One will be a Chief Business Offices and the other a Chief Operating Officer. A way to keep the move cost neutral has been identified and it will remove some direct reporting to the President. President Swarhout also mentioned she had been appointed to the Commerce Authority and would meet with the Director tomorrow.

8.C. Agenda Items/Informational Needs

Dr. Swarhout commented that she still has to provide the information requested by Mr. Lucero on Nursing.

Agenda Item 9: Board Report/Summary of Current Event

Director Bishop spoke on the tragic death of Show Low Police Officer Darrin Reed, husband of Kathy Reed who is an NPC employee. Services were held yesterday. Many didn't realize that Officer Reed was a graduate of the NPC Police Academy in the 1990's and plans were being formulated for a posthumous Alumni Award or a memorial award or scholarship in his name.

Agenda Item 10: Announcement of Next Regular Meeting:

Regular District Governing Board meeting on Tuesday, December 20, 2016.



Agenda Item 11: Adjournment

The meeting was adjourned at 11:47 p.m. upon a motion by Mr. Peaches, a second by Mr. Matteson, and a unanimous affirmative vote.

Respectfully submitted,



Paul Hempsey
Recording Secretary to the Board

APPROVED

