

Navajo County Community College District Governing Board Meeting Minutes

December 16, 2008 – 9:30a.m.
2251 North Navajo Boulevard, Holbrook, Arizona, 86025

Governing Board Members Present via Teleconference: A.T. Siquah, Daniel Peaches, and Ginny Handorf.

Absent: Kem MacNeille and Bill Jeffers

Staff Present: President, Dr. Jeanne Swarthout; Vice President, Blaine Hatch; Director of Information Services, John Velat; Recording Secretary to the Board, Brandy Shumway.

Others present: Karalea Kowren, Troy Eagar, Donna Ashcraft, Patrick Canary, Eric Henderson, and Mike Lawson; Everett Robinson, via teleconference.

Agenda Item 1: Call to Order and Pledge of Allegiance

Chairman Siquah called the meeting to order at 9:41a.m. President Swarthout led the Pledge of Allegiance.

Agenda Item 2: Adoption of Agenda

Ginny Handorf moved to adopt the agenda. Daniel 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 explained the financial position report for the budget period July 1, 2008, to October 31, 2008. Mr. Hatch summarized the Monthly Primary Property Tax Receipts chart. Mr. Hatch stated that the October property tax receipts were lower than normal due to the fact that the County sent out property tax notice bills later than usual this year. Mr. Hatch anticipates that the November figures will be closer to the normal range, and stated that the County has reported that property tax revenues are on target.

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

No report.



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

- 1) as the semester comes to a close, the faculty members are concluding classes, administering final exams, grading papers, and gathering materials for evaluation and assessment of student learning
- 2) SPASC: faculty members have been actively engaged in a series of meetings and workshops over the past semester
- 3) College Council: faculty members are assisting in the planning, coordination, and participation for the January convocation
- 4) Instructional Council: the Council met last Friday; the Placement Committee and the Learning Technologies Committee, both chaired by faculty members, presented detailed reports to the Instructional Council, and the work will continue during the semester break and into the new year
- 5) the faculty are discussing cost saving and are willing to participate in future conversations regarding budget issues; the officers of the Faculty Association have formed an ad hoc budget committee in effort to solicit faculty input on cost saving ideas and review cost saving initiatives
- 6) community service: the faculty donated time and materials to participate in the holiday parades in Winslow, Show Low, and Holbrook
- 7) the faculty recently participated in a survey of shared governance; the data has been shared with President Swarthout and, following convocation, the association will discuss the results of the survey
- 8) faculty members are looking forward to the spring semester and new technology rollouts
- 9) faculty service to the college and community will continue and deepen, as will participation in shared governance

4.D. - NPC Student Government Association (SGA) Report –
No report.

4.E. - NPC Foundation Report –
No report.

4.F. – Audit Committee – Vice President Hatch
Vice President Hatch discussed the purposes, charges, and membership of Audit Committee and summarized the Audit Committee Annual Report dated December 2008.

Agenda Item 5: Consent Agenda

Daniel Peaches moved to approve the November 18, 2008 Study Session Minutes. Ginny Handorf seconded the motion. ***The roll call vote was unanimous in the affirmative.***



Ginny Handorf moved to approve the November 18, 2008 Regular Board Minutes. Daniel Peaches seconded the motion. *The roll call vote was unanimous in the affirmative.*

Consent Agenda: -----**

(Action)

A. November 18, 2008 Study Session Minutes -----

B. November 18, 2008 Regular Board Minutes -----

Agenda Item 6: Old Business

None.

Agenda Item 7: New Business

7.A. – 2009-2010 Academic Calendar – President Swarthout

Dr. Swarthout presented Staff’s recommendation for approval of the 2009-2010 Academic Calendar. Daniel Peaches moved to approve as recommended by Staff. Ginny Handorf seconded the motion. *The roll call vote was unanimous in the affirmative.*

Agenda Item 8: - Standing Business

8.A. – Human Resources Update – Troy Eagar

Troy Eagar reviewed and summarized the Human Resources printout. President Swarthout stated that because of budget issues, the Biology position has been put on hold.

8.B. – SPASC Criterion 3 Report – Dr. Eric Henderson

Dr. Henderson presented the Strategic Planning and Accreditation Steering Committee Criterion 3 Subcommittee report. Dr. Henderson summarized a handout which explained the focus of the subcommittee, *student learning and effective teaching.*

8.C. – Grants and Contracts – President Swarthout

1. Chinle USD #24 IGA

2. Whiteriver USD #20 IGA

President Swarthout presented Staff’s recommendation for approval of the Chinle USD #24 and Whiteriver USD #20 Intergovernmental Agreements. Ginny Handorf moved to approve Staff’s recommendation. Daniel Peaches seconded the motion. *The roll call vote was unanimous in the affirmative.*

Agenda Item 9: President’s Report

9.A. – First Things First

President Swarthout explained that the presenter cancelled due to the weather and that this item will be rescheduled.



9.B. – Recession Plan Update

President Swarthout stated that there is no new update and that recommendations will be made to the Board in January and February as a result of work done on recession planning. Dr. Swarthout stated that there is no indication from the legislature regarding community college budget action. Dr. Swarthout will continue to update the Board as information is available.

President Swarthout read a short note from Board member, Dr. Kem MacNeille, expressing her regrets that health issues have kept her away from recent meetings. Dr. MacNeille thanked everyone for their kindness and for the great work done in behalf of NPC.

Agenda Item 10: Board Report/Summary of Current Events

Chairman Siquah expressed thanks to Dr. Swarthout and the college staff for the work done in the 2008-2009 fall semester, and wished everyone a good holiday.

Agenda Item 11: Announcement of Next Regular Meeting: January 20, 2009, at 11:00a.m.

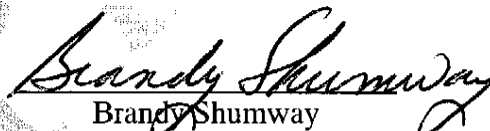
Chairman Siquah stated that he will not be attendance, as he will be in Washington, D.C. at the presidential inauguration.

President Swarthout affirmed that Board members will be notified when a date is confirmed for the swearing in of newly elected and re-elected Board members.

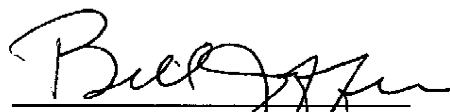
Agenda Item 13: Adjournment

The meeting adjourned at 10:26a.m. upon a motion by Daniel Peaches, a second by Ginny Handorf, and a unanimous roll call vote.

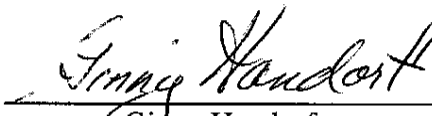
Respectfully submitted,



Brandy Shumway
Recording Secretary to the Board



Bill Jeffers
Chairman 01/20/09



Ginny Handorf
Secretary to the Board 01/20/09

