

# Navajo County Community College District Governing Board Special Hearing Minutes

May 17, 2011 – 8:30 a.m.

2251 East Navajo Boulevard, Holbrook, Arizona, 86025

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**Governing Board Member Present:** Bill Jeffers, Ginny Handorf, Louella Nahsonhoya, E.L. Parsons and Daniel Peaches.

**Staff Present:** President, Jeanne Swarhout; Vice President, Mark Vest; Information Services Director, Eric Bishop; Recording Secretary to the Board, Russell Dickerson.

## **Agenda Item 1: Request for Appeal to the Board – Procedure 2755, Discipline of Employee**

Chairman Jeffers explained that an appeal to the Board is the last step in the procedure 2755 process. Chairman Jeffers stated that Board members were provided and reviewed relevant documentation related to Ms. Holtan's termination as well as a statement from Ms. Holtan. Chairman Jeffers outlined the procedure for the special hearing in which Mr. Don Peters, legal counsel for the college, and Ms. Holtan would each have 10 minutes to address Board members. Chairman Jeffers clarified that the Board had only two options in this matter – to uphold or overturn the decision of administration to terminate Ms. Holtan's employment.

Mr. Peters outlined actions taken by Ms. Holtan that resulted in severe reprimands, administrative leave and ultimately termination for violation of college Policy 1650 and Procedure 2750. Mr. Peters recommended that the Board, in accordance with the hearing officer report, uphold the administration's decision to terminate Ms. Holtan's employment.

Ms. Holtan presented her account of the events and circumstances that led to her termination and questioned the validity of college actions taken as well as the procedure under which her employment was terminated.

Following the presentations of Mr. Peters and Ms. Holtan, Mr. Parsons moved that the Board uphold the decision of administration to terminate the employment of Ms. Holtan. Ms. Nahsonhoya seconded the motion. ***The vote was unanimous in the affirmative.***

Mr. Parsons moved to adjourn the special hearing. Mr. Peaches seconded the motion. ***The vote was unanimous in the affirmative.***



Respectfully submitted,

*Russell Dickerson*

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Russell Dickerson  
Recording Secretary to the Board

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Bill Jeffers  
Chairman

*Ginny Handorf*

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Ginny Handorf  
Secretary to the Board

APPROVED

