

# Notice of Public Meeting

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the Navajo County Community College District Governing Board (Board) and to the general public that the Board will hold a Regular District Governing Board Meeting open to the public, on **June 17, 2025 beginning at 10am**. The meetings will be held at the Northland Pioneer College Painted Desert Campus, Tiponi Community Center meeting room, located at 2251 E. Navajo Blvd., Holbrook, Arizona. The meeting can also be joined remotely using [WebEx](#). A passcode is required under certain circumstances and it is JUN25DGB.

One or more Board members and/or staff members may participate in the meeting remotely if necessary.

The public is invited to check on addenda that may be posted up to 24 hours prior to the meetings. Copies of the meeting agenda may be obtained through the Office of the President, Northland Pioneer College, Painted Desert Campus, 2251 E. Navajo Blvd., Holbrook, AZ, telephone (928) 524-7418 or (800) 266-7845 Ext. 7418, at least 24 hours in advance of the meeting. If any disabled person needs any type of accommodation, please notify Farah Bughio at the above address or telephone number at least 24 hours prior to the scheduled start time.

The Board may vote to hold an executive session for discussion or consideration of a personnel matter(s) pursuant to A.R.S. §38-431.03(A)(1). The Board may vote to hold an executive session for the purpose of obtaining legal advice from the District's attorney on any matter listed on the agenda pursuant to A.R.S. §38-431.03 (A)(3). The Board may vote to hold an executive session for the purpose of considering its position and instructing its attorney regarding the public body's position regarding contracts that are the subject of negotiations pursuant to A.R.S. §38-431.03 (A)(4). Should the District's attorney not be present in person, notice is further given that the attorney may appear by speakerphone.

I, Farah Bughio, certify that this notice of public meeting, prepared pursuant to A.R.S. § 38-431.02, was posted on or before the 16<sup>th</sup> day of June, 2025, at 10:00am.

Farah Bughio  
Recording Secretary to the Board

## NOTICE DISTRIBUTION

1. WHITE MOUNTAIN INDEPENDENT NEWSPAPER
2. TRIBUNE-NEWS & SNOWFLAKE HERALD NEWSPAPERS
3. NAVAJO TIMES
4. KINO RADIO
5. KNNB RADIO
6. COUNTRY MOUNTAIN AIRWAVES [KQAZ/KTHQ/KNKI RADIO]
7. KWKM RADIO
8. WHITE MOUNTAIN RADIO
9. NPC WEB SITE
10. NPC ADMINISTRATORS AND STAFF
11. NPC FACULTY ASSOCIATION PRESIDENT
12. NPC CLASSIFIED AND ADMINISTRATIVE SUPPORT ORGANIZATION PRESIDENT
13. NPC STUDENT GOVERNMENT ASSOCIATION PRESIDENT

## M I S S I O N

**NORTHLAND PIONEER COLLEGE  
PROVIDES EDUCATIONAL  
EXCELLENCE THAT IS AFFORDABLE  
AND ACCESSIBLE FOR THE  
ENRICHMENT OF COMMUNITIES  
ACROSS NORTHEASTERN ARIZONA.**

## V I S I O N

NPC continually responds to the needs of our communities by cultivating generations of learners. By 2030, NPC will transform lives by advancing student success and socio-economic well-being through a spirit of innovation, partnership, and creative problem-solving.

## V A L U E S

INTEGRITY  
INCLUSION  
ADAPTABILITY  
CIVILITY  
ACCESS



**Northland Pioneer College**

EXPANDING MINDS • TRANSFORMING LIVES

# Governing Board Meeting Agenda

Painted Desert Campus, Tiponi Community Center  
2251 East Navajo Boulevard, Holbrook, Arizona

The meeting location will be open to the public at 9:55 a.m. at the latest.

**Or you can join on WebEx (Passcode JUN25DGB).**

**Date** June 17, 2025

**Time:** 10:00 a.m. (MST)

<b>Item</b>	<b>Description</b>	<b>Resource</b>
1.	<b>Call to Order and Pledge of Allegiance</b> .....	Chair Robinson
2.	<b>Adoption of the Agenda</b> ..... (Action)	Chair Robinson
3.	<b>Administrator Emeritus Award –Betsyann Wilson</b> ..... President Lawson will present Administrator Emeritus status to retired Director of Friends & Family, Betsyann Wilson.	President Lawson
4.	<b>Administrator Emeritus Award –Ruth Zimmerman</b> ..... President Lawson will present Administrator Emeritus status to retired Dean of Nursing, Ruth Zimmerman.	President Lawson
5.	<b>Administrator Emeritus Award –Michael Colwell</b> ..... Director Josh Rogers and Donna Krieser will present Administrator Emeritus status to retired Academic Advisor, Michael Colwell.	Josh Rogers/Donna Krieser
6.	<b>Administrator Emeritus Award –Frank Pinnell</b> ..... NPC awards Administrator Emeritus status to Director Frank Pinnell.	No Presenter
7.	<b>Call for Public Comment</b> ..... Individuals may address the Board on any relevant issue for up to 5 minutes. At the close of the call to the public, Board members may not respond to any comments but may respond to criticism, ask staff to review a matter or ask that a matter be placed on a future agenda.	Chair Robinson
8.	<b>Discussion Items:</b>	
	<b>A. Standing Presentations:</b>	
1.	<b><u>Financial Position</u></b> ..... Director Russell Kupfer will provide a report on the financial position of the college for period July 1, 2024 to April 30, 2025.	Director Kupfer
2.	<b><u>NPC Student Government Association (SGA)</u></b> ..... A report is provided in the packet and Shandiin Deputee will provide an update on Eagle Club.	Shandiin Deputee
3.	<b><u>NPC Faculty Association</u></b> ..... No report.	No Report
4.	<b><u>Classified &amp; Administrative Staff Organization (CASO)</u></b> ..... CASO President, Melissa Willis, will introduce the new CASO officers and will provide a presentation on Community and Corporate Learning.	Melissa Willis
5.	<b><u>Compensation Committee</u></b> ..... Director Justin White will provide the Board an update.	Director White
6.	<b><u>Northland Pioneer College (NPC) Friends and Family</u></b> ..... Friends & Family Director, Betsy Wilson, will give the Board with an update.	Director Wilson
7.	<b><u>Human Resources</u></b> ..... VPHR Nicole Ulibarri will elaborate on the report provided in the packet.	VPHR Ulibarri
8.	<b><u>Construction Report</u></b> ..... Director of Facilities and Transportation, Justin White, will give the Board an update.	Director White
9.	<b><u>Enterprise Resource Planning (ERP) Implementation Update</u></b> . Project Manager, Colleen Marsh, will give the Board an update.	Colleen Marsh
10.	<b><u>ACCT Federal &amp; State Legislative Update</u></b> ..... Report if available.	Chair Robinson

9. [Higher Learning Commission Financial Ratios](#)..... Director Kupfer  
Director Russell Kupfer will present the Higher Learning Commission Financial Ratios to the Board.
10. **President's Report** ..... President Lawson  
President Von Lawson will provide the Board with an update.
11. **Consent Agenda for Action** ..... Chair Robinson
  - A. [May 20, 2025 Board Meeting Minutes](#) (Farah Bughio)
  - B. [May 20, 2025 Special Meeting Minutes](#) (Farah Bughio)
  - C. [2026 CFO Resolution](#)
  - D. [2026 Intergovernmental Agreement](#) between Navajo County Community College District and Northern Arizona Vocational Institute of Technology.
12. **For Discussion and Possible Action:**
  - A. **Old Business**
  - B. **New Business:**
    1. [Request to Approve Annual Jenzabar Support and Maintenance for 2025-2026](#) ..... Karen Baker  
Karen Baker will request the Board approve the purchase of Annual Jenzabar Support and Maintenance for 2025-2026.
    2. [Request to Accept Grant Funds for Phase III NAGIN](#) ..... Dean Raisor  
Dean Jeremy Raisor will request the Board accept grant funds for Phase III of the Northern Arizona Good Jobs Network.
    3. [Request to Accept Grant Funds From NAVIT](#) ..... Dean Raisor  
Dean Jeremy Raisor will request the Board accept funds from the Northern Arizona Vocational Institute of Technology.
    4. **Executive Session** ..... Chair Robinson  
*Pursuant to Arizona Revised Statute 38-431.03(A)(1) the Board may vote to enter Executive Session for discussion on the President's performance and set goals.*
    5. **Action from Executive Session** ..... Chair Robinson  
The Board may take action from Executive Session.
    6. **Cancelling the July 15 Regular Meeting**..... Chair Robinson  
The Board will be asked to cancel the July 15 Regular Meeting.
13. **DGB Agenda Items and Informational Needs for Future Meetings**..... Chair Robinson
14. **Board Report/Summary of Current Events**..... Board Members
15. **Announcement of Next Regular Meeting** ..... **July 15, 2025** Chair Robinson
16. **Adjournment**..... **(Action)** Chair Robinson

The District Governing Board may consider any item on this agenda in any order and at any time during the meeting. The District Governing Board may take action regarding any items in sections 7 & 8. The Board may vote to hold an executive session for the purpose of discussing Presidential employment goals listed on the agenda pursuant to A.R.S. §38-431.03 (A)(4). Should the District's attorney not be present in person, notice is further given that the attorney may appear by speakerphone.



## Northland Pioneer College

Post Office Box 610 • Holbrook, AZ 86025 • (928) 524-7311 • Fax (928) 524-7312 • www.npc.edu

NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT  
Statement of Financial Position  
July 1, 2024 to April 30, 2025

Budget Period Expired 83%

Tax Supported Funds				
Current General Fund				
	Revised Budget	Current Month Actual	Y-T-D Actual	%
REVENUES				
Primary Tax Levy	18,340,750	909,922	14,249,649	78%
State Aid:				
Maintenance and Operations	1,375,600	343,900	1,370,600	100%
Equalization	12,016,200	3,004,050	12,016,200	100%
Rural Aid	815,000	203,750	815,000	100%
Tuition and Fees	3,800,000	1,072,901	4,822,463	127%
Investment earnings	2,000,000	398,059	3,556,716	178%
Grants and Contracts	2,730,000	1,659,548	4,356,516	160%
Other Miscellaneous	350,000	31,623	155,990	45%
Fund Balance	15,626,726	-	-	0%
Transfers	(18,226,726)	(1,005,572)	(3,538,316)	19%
TOTAL REVENUES	\$ 38,827,550	\$ 6,618,181	\$ 37,804,818	97%
EXPENDITURES				
Salaries and Benefits	26,487,637	2,340,858	21,225,961	80%
Operating Expenditures	12,339,913	1,033,618	7,888,555	64%
TOTAL EXPENDITURES	\$ 38,827,550	\$ 3,374,476	\$ 29,114,516	75%
Unrestricted Plant				
	Revised Budget	Current Month Actual	Y-T-D Actual	%
REVENUES				
State Aid:				
Capital/STEM	273,600	68,400	273,600	100%
NAVIT Automotive Remodel	-	-	400,000	
Fund Balance	13,626,729	998,028	3,440,394	25%
Transfers In	4,000,000	679,486	2,431,198	25%
TOTAL REVENUES	\$ 17,900,329	\$ 1,745,914	\$ 6,545,192	37%
EXPENDITURES				
Capital Expenditures - Construction and ERP	10,000,000	998,028	3,440,394	34%
Capital Expenditures - Other	7,900,329	747,886	3,104,797	39%
TOTAL EXPENDITURES	\$ 17,900,329	\$ 1,745,914	\$ 6,545,192	37%

NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT  
Statement of Financial Position  
July 1, 2024 to April 30, 2025

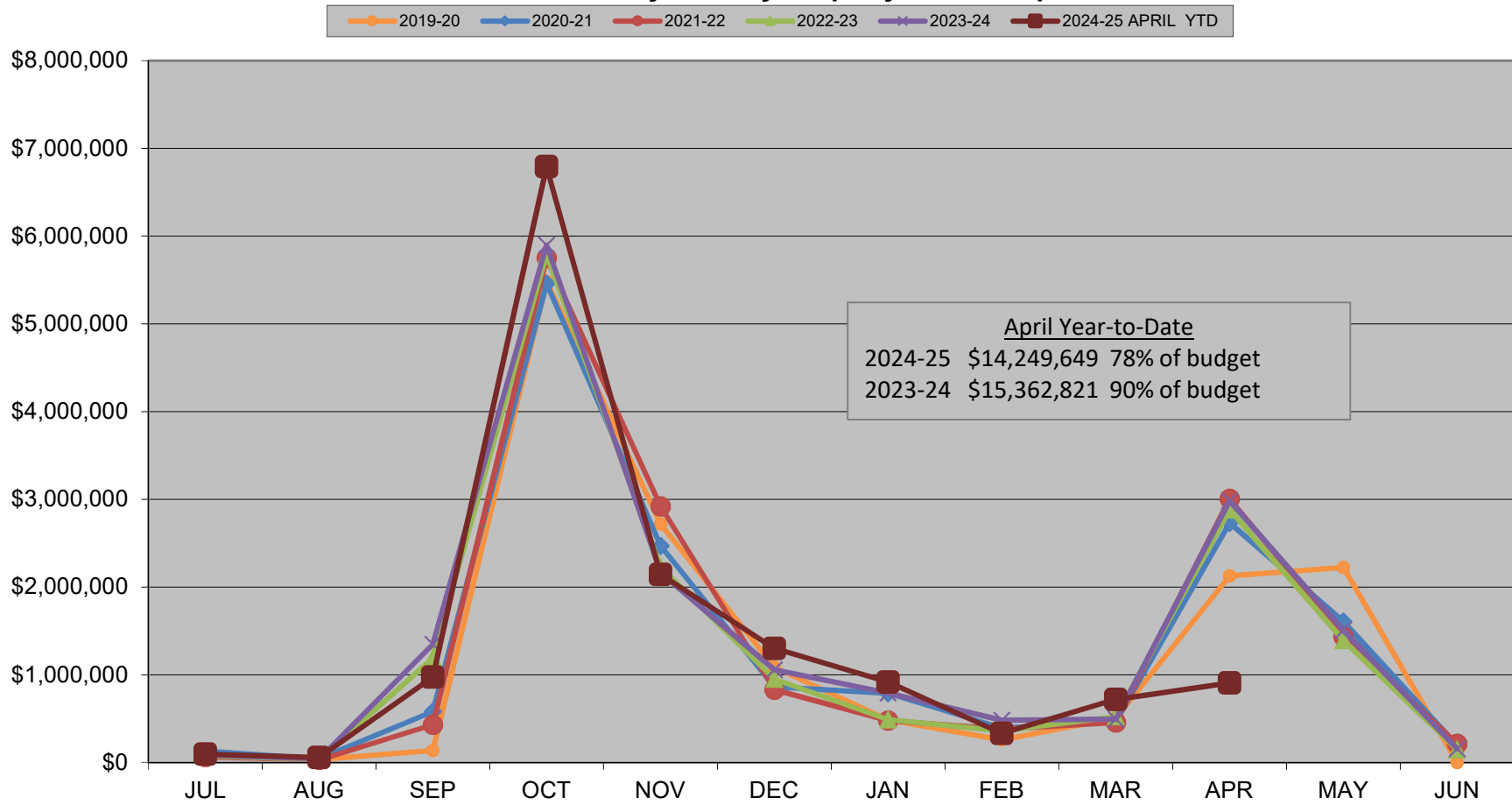
Budget Period Expired 83%

Restricted and Auxiliary Funds				
Restricted				
	Current Month			
	Budget	Actual	Y-T-D Actual	%
REVENUES				
Grants and Contracts	8,800,000	628,961	5,833,042	66%
Kayenta Grant	-	-	8,895,684	
Fund Balance	-	-	-	
Transfers In	400,000	-	-	0%
TOTAL REVENUES	\$ 9,200,000	\$ 628,961	\$ 14,728,726	160%
EXPENDITURES				
Salaries and Benefits	3,250,000	156,547	1,651,798	51%
Operating Expenditures	5,950,000	122,303	2,854,812	48%
TOTAL EXPENDITURES	\$ 9,200,000	\$ 278,850	\$ 4,506,610	49%
Auxiliary				
	Current Month			
	Budget	Actual	Y-T-D Actual	%
REVENUES				
Sales and Services	240,000	14,773	140,904	59%
Fund Balance	-	-	-	
Transfers	200,000	7,544	97,922	49%
TOTAL REVENUES	\$ 440,000	\$ 22,317	\$ 238,825	54%
EXPENDITURES				
Salaries and Benefits	349,654	14,940	129,640	37%
Operating Expenditures	90,346	7,377	109,184	121%
TOTAL EXPENDITURES	\$ 440,000	\$ 22,317	\$ 238,825	54%

Cash Flows	
Cash flows from all activities (YTD) . . . . .	\$ 59,317,561
Cash used for all activities (YTD) . . . . .	\$ 40,405,143
Net Cash for all activities (YTD) . . . . .	\$18,912,418



### Monthly Primary Property Tax Receipts



## District Governing Board Report

June 2025

The SGA was very busy during the Spring semester. In January, we held officer elections, as our former president, Tyler Wiley, graduated in December and is now a full-time student at Northern Arizona University. Our new officers were: Pamela Bishop, president; Graceyn Lewis, Vice President; Tiffani Martin, secretary.

In February, the Mental Wellness Club invited the SGA to co-sponsor a “Self Love Event”, and other clubs participated as well. Snacks were set out at all locations along with resources that shared tips for self-care and healthy living. At the SCC and WMC locations, the Therapeutic Massage students also gave free chair massages- which were wildly popular!

March brought not only Spring Break, but also an “All Clubs Membership Drive”, where we shared information about all of NPC’s clubs and encouraged participation. Staff wore t-shirts and posted banners at each location advertising the opportunities for membership, and NPC hats were given to students who showed interest in learning more about our clubs. We also had a \$300 scholarship raffle and our lucky winner was a CCP student from the Painted Desert location!

April was particularly busy. The SGA hosted Grocery Bingo (as suggested by Andi DeBellis) for Eagle Fest at the SCC location and it was a huge hit! Some winners viewed the grocery items as whimsical prizes, but other winners were very grateful for the food assistance. The SGA also sponsored food for both the “Cigarettes and Surfboards” documentary, and PTK’s Poetry Night.

May saw the traditional “Brain Food” snacks laid out at various locations for students during finals week, co-sponsorship of the first ever Miss Native American pageant and Leadership Conference, and they also provided refreshments for Commencement for students and faculty.

The SGA will take a bit of a break over the summer, though it will be co-sponsoring a camping trip organized by the Eagle Club. Our Vice President Graceyn Lewis graduated from NPC this Spring and will be transferring to NAU’s hospitality program, so we held elections again, and our new Vice President is Seth Marticion.





# Eagle Club Update

June 17, 2025

Navajo County Community College District Governing Board

School Year 24-25

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# What is Eagle Club?

- Eagle Club began in 2012. It is the multicultural club at NPC. The purpose of Eagle Club is to teach students how to create networks. It does this through activities that bring students together and sharing of cultures.
- This year we focused less on holding a variety of activities. We spent a lot of time planning our first Student Leadership Conference and pageant.

# July

- Ribbon Skirt Class in Whiteriver

# September

- Pedal the Petrified Navajo Taco Sale Fundraising Event

# October

- Eagle Fest at LCC

# November

- Dia De Los Muertos

# December

- Winter Social at PDC



# January

- Tiny Tim Coat Drive
- Work with SGA Clubs drive

# April

- Eagle Fest

# May

- Student Leadership Conference
- Ms. NPC Native American Pageant

# June

- All Clubs Camping Trip



# Community & Corporate Learning (CCL)

NORTHLAND PIONEER COLLEGE



Where do you want to go?  
**CCL can help you get there!**



**COMMUNITY:**

CONTINUING ED, ADULT  
ED, LIFELONG  
LEARNING, ANNEX  
LEARNING, NONCREDIT



**CORPORATE:**

CONTRACT TRAINING  
WITH LOCAL  
COMPANIES AND  
INSTITUTIONS



**LEARNING:**

CCL SUBJECT MATTER  
EXPERTS ARE  
CONNECTED WITH  
INTERESTED GROUPS

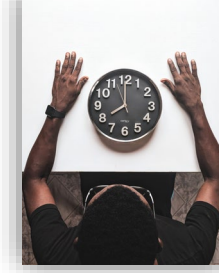
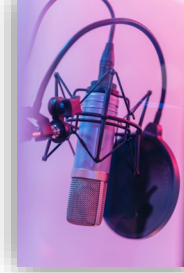
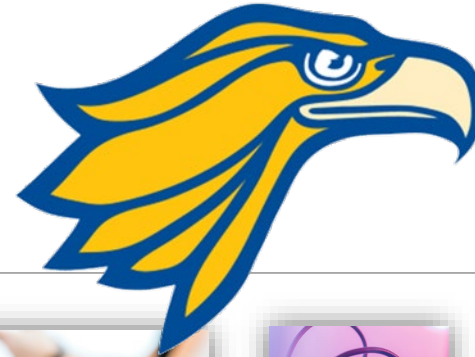


# Personal Interest Courses



CCL offers all kinds of noncredit enrichment classes ranging from exercise & fitness to computer skills & handcrafted arts, or even learning how to line dance! New classes are always being added year round. No need to wait for a new semester to get started!

# Free Virtual Courses



With one no-cost registration, individuals may access the complete library of locally produced and pre-recorded courses. When paired with other online offerings, the possibilities are endless. Topics may include music, arts, computers & technology, finances, local history, and so much more. Videos are available to watch on demand at anytime from a computer or mobile device.

# Kids College



Each summer in June & July NPC offers children, 6-14, exciting and educational classes such as Quilt Camp & Video Game Design Boot-Camp. There are also Art, Choir, Youth Theatre classes, and more. Children learn to apply for scholarships and they also get to experience campus life.

The goal is for each kid to shout out, “Hey, that’s my college!” when passing by, and to know that college is an attainable aspiration for everyone.





# Corporate Learning & Contract Training

Serving the White Mountain communities & surrounding areas by keeping training local and accessible.

June 17, 2025

Navajo County Community College District Governing Board

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# NPC seeks to provide expert Contract Training on a local level.

This eases the burden on local businesses which have limited local access to required trainings.

- No need to create, staff, and maintain costly in-house training departments.
- No need to hire a private consulting entity at great cost with no connection to local community interests.
- No need to outsource to the valley, sending employees off-site with the expenses of lodging, per-diems, and other travel costs.

June 17, 2025



CDL, EMT, CPR, FRS, Welding, Phlebotomy, and more...

SRP, Navajo Co., Apache Co., TEP, APS, Timber Mesa, GOHS, Taylor/Snowflake Fire, and more...



## Leadership Development

Navajo County



Dilkon Medical Center AKA Winslow Indian Health Care Center

City of Winslow







# STEM Kit Check-out Library

Where individuals, educators, homeschoolers, parents, and others can check out kits from our extensive collection of varied STEM activities.





# STEM Kits

*Enriching*

*Educational*

*Entertaining*





## *CCL department's core team-members:*

Jamie Cox

Community & Corporate Learning Specialist – North, LCC, ex. 6543

Melissa Willis

Community & Corporate Learning Specialist – South, SCC, ex. 6244

Dr. Jeremy Raisor

Dean of Career & Technical Education

# Monthly Compensation Committee Report

**Updates:** May and First part of June were very productive in focusing on getting some action items going.

- Committee confirmed the list of positions/roles that received market adjustments from 2023 Gallagher Study
- The committee requested the current placement guidelines utilized by HR

**Work session goals by July 1<sup>st</sup>,**

- New leadership in HR has committed to work with the committee to implement new placement structures by August 1<sup>st</sup>, 2025 rather than January 1<sup>st</sup>, 2026
- The committee will work with HR to Complete Guidelines to begin eliminating grade and step process and implement Pay Bands
- Solidify the Placement procedure. Putting people in the right starting place

**Looking ahead:**

- Address internal equity of jobs being reviewed by December 31, 2025



# Northland Pioneer College

EXPANDING MINDS • TRANSFORMING LIVES<sup>SM</sup>

## HUMAN RESOURCES

### MONTHLY REPORT

June 2025

## EMPLOYEE RELATIONS AND STAFFING

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On July 17<sup>th</sup> the department will host our next new employee onboarding session. This session is open to all NPC employees who wish to register for a refresher, or if they have never attended a session before.

## WELCOME AND RECOGNITION

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We would like to welcome the following new employees to Northland Pioneer College

Congratulations to the below employees as they transition to new positions

❖ Jesse Reeck                                      Development Director- NPC Friends & Family (7/1/25)

The following employees have left the institution since the last report

❖ Betsyann Wilson                                      Development Director - NPC Friends & Family (6/27/25)

❖ Ruth Zimmerman                                      Dean of Nursing (6/30/25)

❖ Michael Colwell                                      Academic Advisor (6/30/25)

❖ Shane Holladay                                      Mechanic (6/30/25)

❖ Joshua Jeffery                                      Director of Early College Programs (6/27/25)

## RECRUITMENT

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	Location	# Qualified Applicants	Date Opened	Closing Date	Status
Dean of Nursing	White Mountain Campus	5	1/15/25	Open Until Filled	Offer in Progress
Faculty in Clinical Nursing	Little Colorado Campus	2	3/3/25	Open Until Filled	Offer in Progress
Institutional Research Analyst	District Wide	20	3/26/25	Open Until Filled	Offer in Progress
Technical Support Technician	White Mountain Campus	2	4/23/25	Open Until Filled	In Review
Academic Advisor	White Mountain Campus	2	4/28/25	5/15/25	Offer in Progress



Faculty in Allied Health	White Mountain Campus	5	4/30/25	Open Until Filled	In Review
Campus Office Clerk Part Time	Painted Desert Campus	34	4/30/25	Open Until Filled	In Review
EMT Program Clerk	White Mountain Campus	24	5/1/25	Open Until Filled	In Review
Assistant to the President & Recording Secretary for the District Governing Board	Painted Desert Campus	7	5/21/25	Open Until Filled	In Review
Faculty in Biology	White Mountain Campus	10	5/21/25	6/15/25	In Review
Faculty in Industrial Technology Trades (ITT)	White Mountain Campus	1	5/22/25	Open Until Filled	In Review
Academic Advisor - Apache County	St.Johns	3	5/27/25	6/15/25	In Review
Faculty in Computer Information Systems	White Mountain Campus	1	5/27/25	Open Until Filled	In Review
Faculty in Automotive Technology	Painted Desert Campus	1	5/28/25	Open Until Filled	In Review

## EMPLOYEE CENSUS DATA

Turnover Rate for FY24/25		Employee Count	Separated	Turnover Rate
Total Employees as of	7/1/2024	373	27	8.58%
Total Faculty Turnover	FY24/25 to date		10	2.68%
Total Staff Turnover	FY24/25 to date		17	5.9%
Turnover Rate for the Last 12 Months		Employee Count	Separated	Turnover Rate
Totals for June 2024 – June 2025		343	28	8.16%
Total Faculty Turnover			7	2.04%
June 2024 – June 2025				
Total Staff Turnover			21	6.12%
June 2024 – June 2025				

\*Turnover Rate Calculated by dividing the number of separated employees during the period by the number of employees at the beginning of the period. This figure reflects contract employees only and excludes temporary employees

**CUPA-HR Turnover Report for 2024:** "In considering turnover from all types of separations (i.e., voluntary and involuntary), **overall turnover of faculty and staff combined in 2024 was approximately 13.4%**. Overall turnover in 2024 was similar to overall turnover in 2023. Turnover in 2024 was higher than pre-pandemic rates (approximately 12%), but lower than the 16% high of 2022.



# TOTAL REWARDS

## BENEFITS AND COMPENSATION

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Compensation: The Compensation Committee continues working with the Compensation Guidelines. The Committee will make its own report. Human Resources is working on upcoming contracts for fiscal year 25/26.

Benefits: HR has received the benefit enrollment reports indicating employee's selections and is in the process of verifying employee coverages and preparing the data files .

## Monthly Facilities Report

### **White Mountain Campus**

Goldwater is on schedule for September 1<sup>st</sup> Substantial Completion. Move-in dates will be determined by occupancy approvals starting in late August. We are timing move-in after start of classes, because the front office will need time to get ready.

We are currently in windows, stucco and drywall phase.

### **Painted Desert Campus**

Automotive Remodel at the skill center is scheduled for substantial completion for June 30<sup>th</sup>. July 1<sup>st</sup> we will address the punch-list allowing us to be fully moved in Mid-July.

The new HVAC system is being installed on TAWA building this week.

### **Little Colorado Campus**

We will begin planning and design for Cosmetology after we finish Goldwater, sometime in Fall 2025

### **KAYENTA**

We are actively engaged in Design and planning with SPS+ and CORE. The value based design and construction is a top priority. We have the necessary information to move ahead quickly in design. We will share the final Floor Plan in the August DGB meeting. The final construction/Permit ready plans will be finished by October.

## Higher Learning Commission Financial Ratios

### Summary:

The Higher Learning Commission (HLC) uses specific financial ratios to track institutional health as part of an overall strategic financial analysis. The model adopted by the HLC uses the concept of a Composite Financial Index (CFI), which is intended to give a quick snapshot of overall financial health.

Well-managed institutions use their mission to drive success and use financial metrics to determine affordability. The ratios assist in the development of the answers to the following questions and other key questions of strategic financial importance.

- Are resources sufficient and flexible enough to support the mission?
- Are resources managed strategically to advance the mission, such as debt?
- Does asset performance and management support the strategic direction?
- Do operating results indicate the institution is living within available resources?

Data for **fiscal year 2023-24** along with historical and comparative information is presented with and without the change in accounting principle related to GASB Statements No. 68 and No. 75.

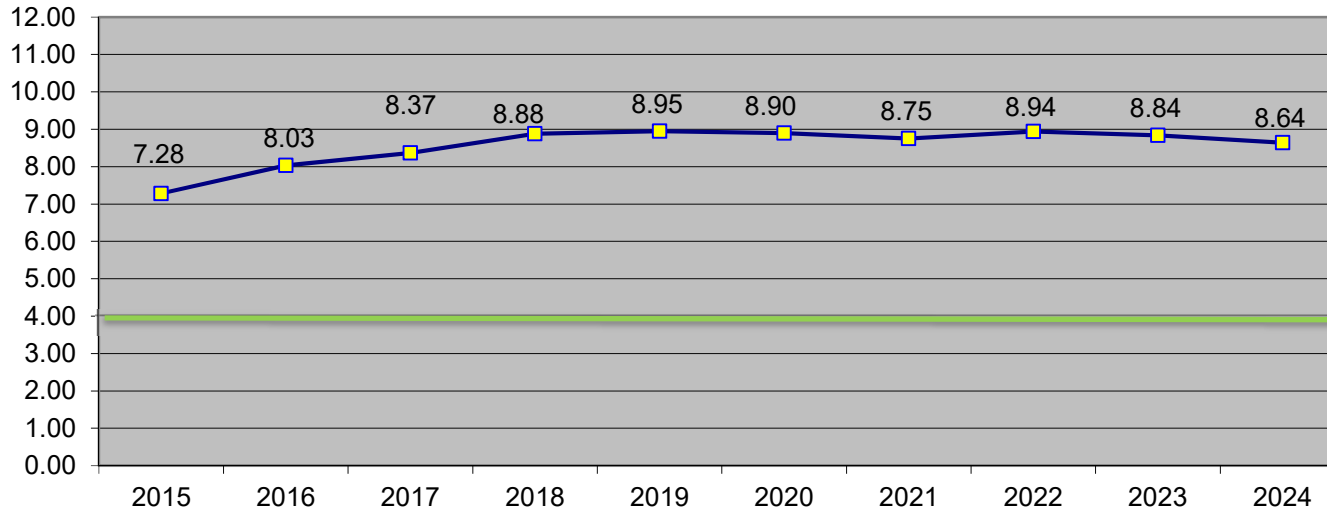
- GASB 68 Accounting and Financial Reporting for Pensions adopted in fiscal year 2014-15.
- GASB 75 Accounting and Financial Reporting for Postemployment Benefits Other than Pensions adopted in fiscal year and 2017-18 respectively. This is immaterial for NPC.

The CFI measures the overall financial health of the institution based on the sufficiency and flexibility of resources, the management of debt, the performance of assets, and the results of operations. A score of 3.0 is considered the threshold for financial health. NPC's score is well above the threshold and has been for years

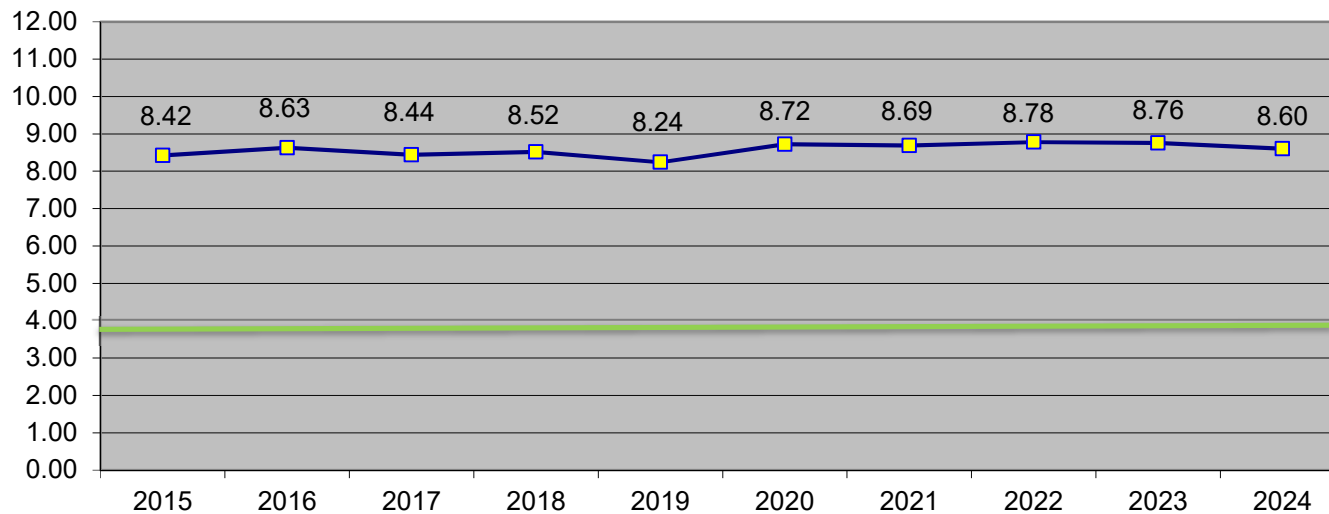
The financial ratios that make up the CFI include:

- **Primary Reserve Ratio** (CFI weight = 35%) – measures financial strength by comparing expendable net assets to total expenses. The ratio represents the percent of a year the institution could meet financial obligations with assets readily available. A ratio of .40 is considered the threshold for financial health. NPC's score is well above the threshold.
- **Net Operating Revenues Ratio (%)** (CFI weight = 10%) - measures whether the institutional operations resulted in a surplus or a deficit for the year. The ability of an institution to operate within available resources in basic day-to-day functions. The threshold for financial health is 4 percent. NPC's score is well above the threshold.
- **Return on Net Assets (%)** (CFI weight = 20%) - measures whether the institution's total assets (restricted and unrestricted) are increasing or decreasing. A ratio that is 3-4% above inflation is considered the threshold for financial health. A higher return on net assets means that the institution is using its assets and working capital efficiently and effectively. NPC's score is above the threshold.
- **Viability Ratio** (CFI weight = 35%) - measures the ability of an institution to meet its entire debt obligation with expendable assets. A ratio of 1.25 is considered the threshold for financial health. NPC has no long term debt or bonds, so this ratio is not applicable.

### Composite Financial Indicator with GASB Statements 68 & 75

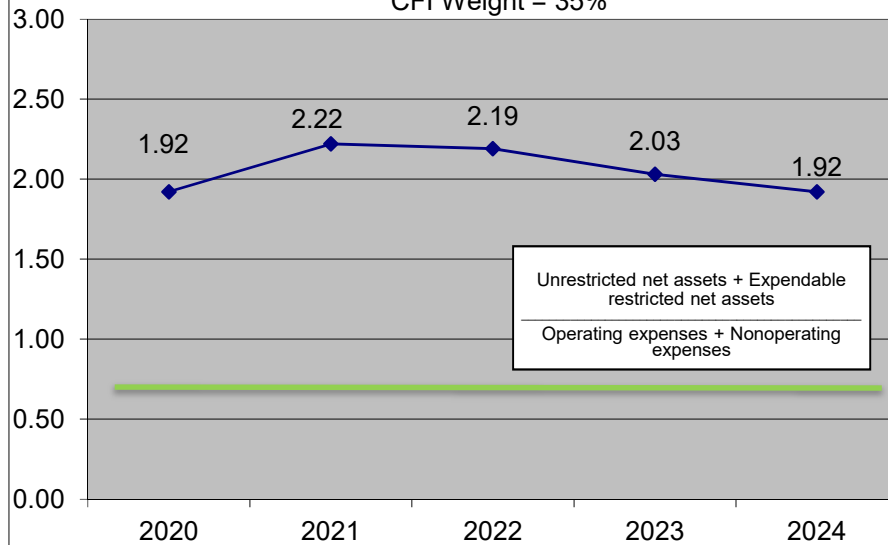


### Composite Financial Indicator without GASB Statements 68 & 75



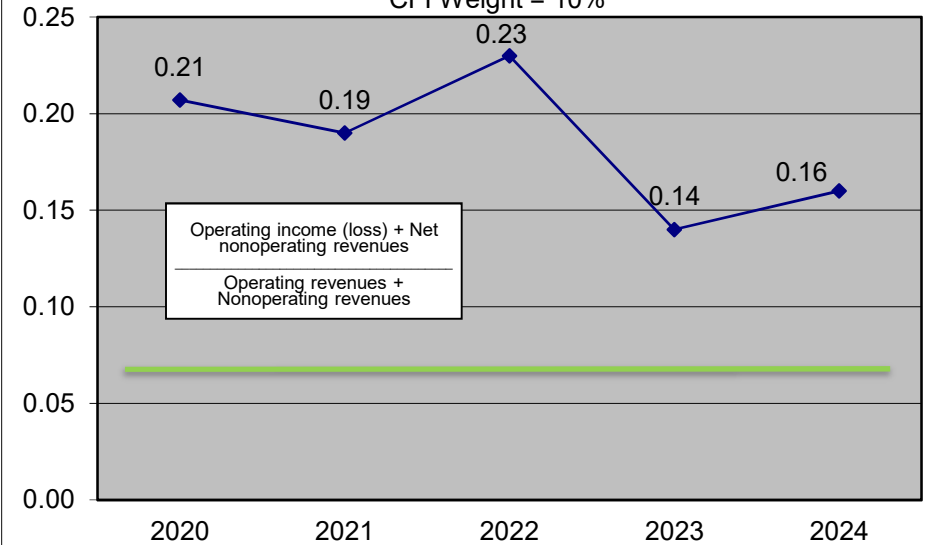
### Primary Reserve Ratio with GASB Statements 68 & 75

CFI Weight = 35%



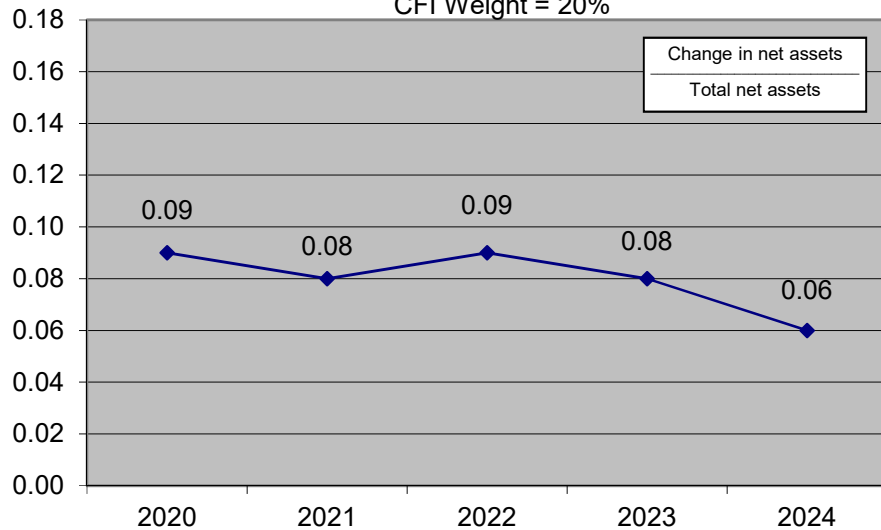
### Net Operating Revenue with GASB Statements 68 & 75

CFI Weight = 10%



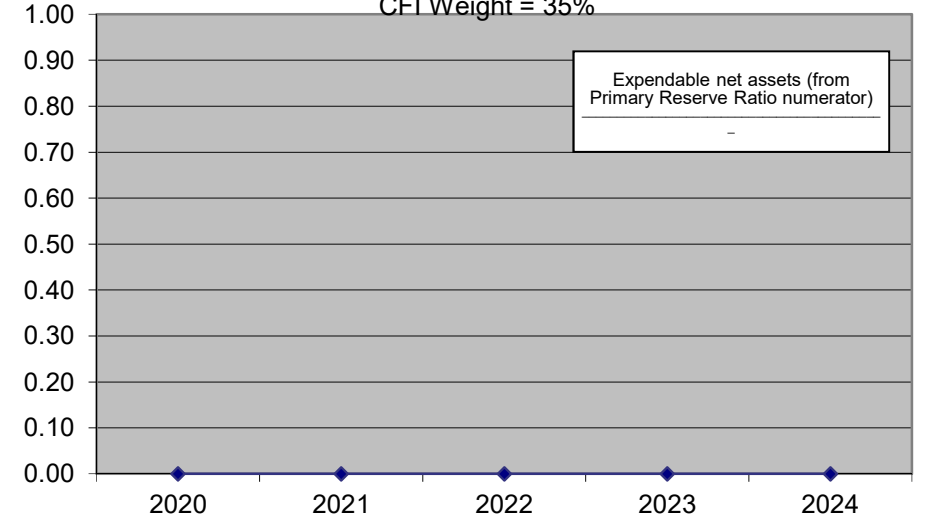
### Return on Net Assets with GASB Statements 68 & 75

CFI Weight = 20%



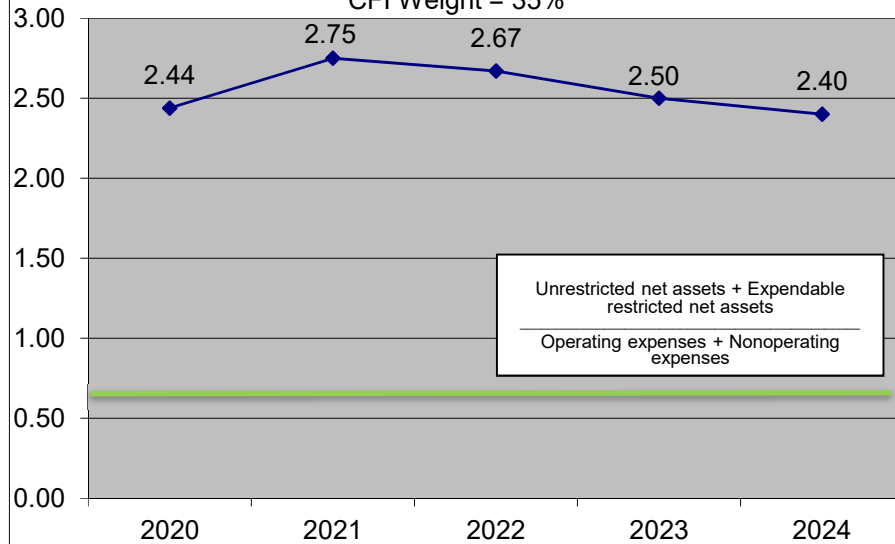
### Viability Ratio with GASB Statements 68 & 75

CFI Weight = 35%



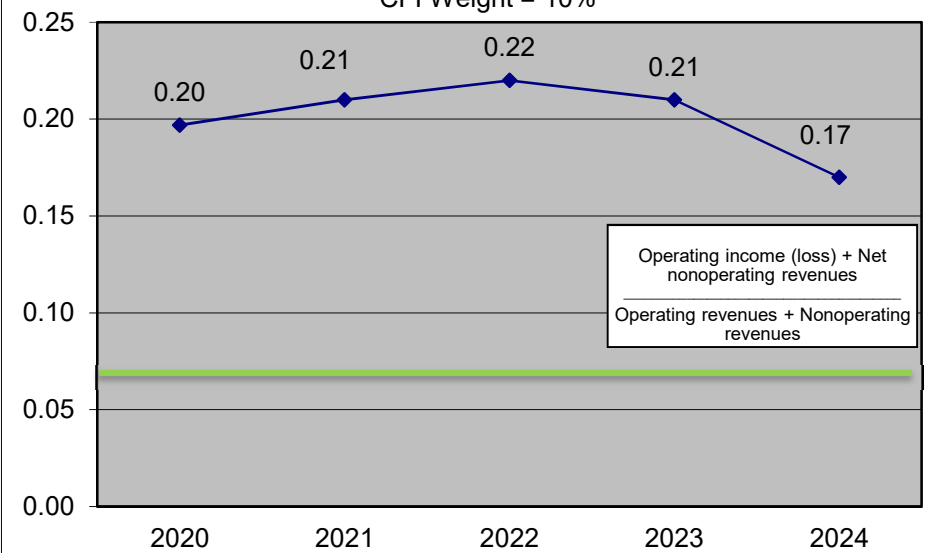
### Primary Reserve Ratio without GASB Statements 68 & 75

CFI Weight = 35%



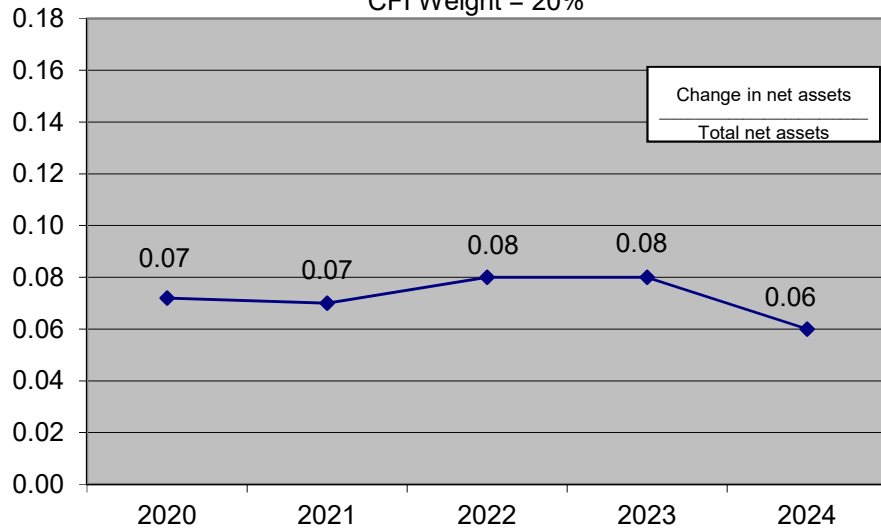
### Net Operating Revenue without GASB Statements 68 & 75

CFI Weight = 10%



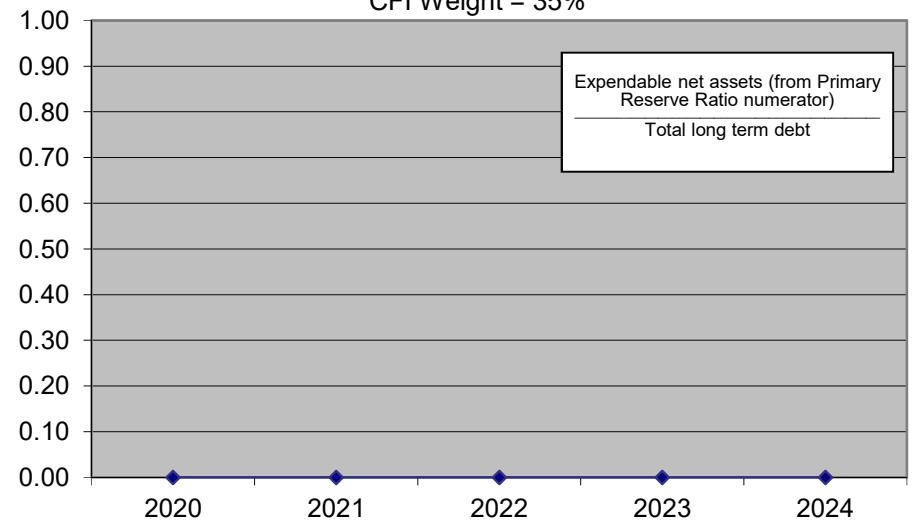
### Return on Net Assets without GASB Statements 68 & 75

CFI Weight = 20%



### Viability Ratio without GASB Statements 68 & 75

CFI Weight = 35%



# Navajo County Community College District Governing Board Meeting Minutes

May 20 – 10:28a.m.

Painted Desert Campus, Tiponi Community Center Board Room  
2251 East Navajo Boulevard, Holbrook, AZ 86025

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**Governing Board Member Present:** Chair. Everett Robinson, Ms. Kristine Laughter; Mr. Frank Lucero; Ms. Rosie Sekayumptewa; Derrick Leslie

**Governing Board Member Absent:**

**Others Present:** President Von Lawson; VPLSS Michael Solomonson; CIO Michael Jacob; Betsy Wilson; VPAS Maderia Ellison; VPHR Nicole Ulibarri; Katie Matott; Justin White; Russell Kupfer; Allison Landy; Becca Hunt; Norvita Charleston; Farah Bughio; Amanda Sutter; Melody Niesen; Michael Broyles; Tabitha Stickel; Talaina Fisher; Erin Pug; Paul Hempsey; Jeremy Raisor; Lia Keenan; Betsy Wilson; Jeese Reeck; Jonathan Lawrence; Angie King; Josh Rogers; Kenneth Coggin; Karen Baker, Olivia Jaquez; Kate Hahn

## **Agenda Item 1: Call to Order and Pledge of Allegiance**

Chair Robinson called the meeting to order at 10:28a.m. and led the Pledge of Allegiance.

## **Agenda Item 2: Adoption of Agenda**

*Chair Robinson asked if there was a motion to adopt the agenda. Mr. Leslie made a motion to adopt the amended agenda. Mr. Lucero seconded the motion.*

*The motion carried upon a roll-call vote with Mr. Lucero, Mr. Leslie, Ms. Sekayumptewa, Ms. Laughter and Chair Robinson voting in favor. There were no votes against.*

## **Agenda Item 3: Call for Public Comment**

None.

## **Agenda Item 4: Discussion Items**

### **4.A.1. Financial Position**

VPAS Ellison expanded on the report provided in the packet.

No questions.

### **4.A.2. NPC Student Government Association (SGA)**

Art Club President, Vicki Bessinger, recorded a video for the Board.



No questions.

#### ***4.A.3. NPC Faculty Association***

Faculty Association President, Andi DeBellis, gave the Board an update.

No questions.

#### ***4.A.4. Classified and Administrative Staff Organization (CASO)***

Melissa Willis gave the Board an update. Kate Hahn gave the Board a presentation on Early College.

Ms. Laughter asked about how program health was evaluated and whether lack of advisors was an issue. Ms. Hahn responded there are program evaluations and program coordinators and that the number of advisors was an issue.

Ms. Laughter asked for the number of students that achieved an AA degree before graduating high school. Ms. Hahn stated she did not have those numbers.

Ms. Laughter expressed her appreciation for Early College and asked President Lawson if there were ways to improve. President Lawson responded yes and that work was being done.

Mr. Leslie asked if there was data on the student and advisor ratio and that he would like to see that at the next meeting.

#### ***4.A.5. Compensation Committee***

Associate Dean, Allison Landy, gave the Board an update.

No questions.

#### ***4.A.6. Northland Pioneer College (NPC) Friends and Family***

Betsy Wilson, Director of NPC Friends and Family gave an update on scholarships and NPC Friends and Family.

No questions.

#### ***4.A.7. Human Resources***

VPHR Nicole Ulibarri elaborated on a report provided in the packet.

No questions.

#### ***4.A.8. Construction Report***

Director Justin White gave the Board an update on construction projects.

No questions.

#### ***4.A.9. Enterprise Resource Planning (ERP) Implementation Update***

Becca Hunt gave the Board an update.

No questions.

#### ***6.A.10. Arizona Association of Community College Trustees (AACCT)***

Chair Robinson gave the Board an update.

Mr. Leslie asked when and how the college could create its own federal and state priorities to send to representatives. Dr. Lawson responded that, as part of a reorganization effort, a new role of governmental affairs liaison will be created.

#### **Agenda Item 5: President's Report.**

President Von Lawson presented his update to the Board.

Mr. Leslie asked if there was any information on coal revitalization. Dr. Lawson responded there was no news yet.

Mr. Leslie requested that Friday reports continue. Dr. Lawson responded that he would, though it would be different from previous Presidents.

Mr. Leslie inquired about DEI and how Tribal identity was a different issue. Dr. Lawson responded that the college hasn't changed anything with regards to Tribal Nations and doesn't intend to violate current initiatives under the current administration.

#### **Break**

**The Board took a break from 11:51a.m. to 11:58a.m.**

#### **Agenda Item 6: Board Requested Update.**

Dean Jeremy Raisor gave the Board an update on requested items.

Mr. Lucero asked how much space NPC had behind the skills center at PDC. Dean Raisor and Director White worked to find an answer.

Chair Robinson commented on space owned by NPC at the Silver Creek Campus.

Ms. Laughter commented that the high school in Kayenta had great facilities and would be a great partner.

#### **Agenda Item 7: Consent Agenda**

**A. April 15, 2025 Board Meeting Minutes (Farah Bughio)**

*Mr. Leslie made a motion to approve all items on the consent agenda. Mr. Lucero seconded the motion. **The motion carried upon a roll-call vote with Mr. Lucero, Mr. Leslie, Ms. Sekayumtewa, Ms. Laughter and Chair Robinson voting in favor. There were no votes against.***

## **Agenda Item 8: For Discussion and Possible Action**

### **8.A. Old Business**

### **8.B. New Business**

#### **8.B.1. Request to Approve Annual Microsoft Volume Licensing for 2025-26**

CIO Michael Jacob requested the Board approve the purchase of annual Microsoft volume licensing for 2025 – 26.

Ms. Laughter asked if the college used Google software. CIO Jacob responded that the college has those capabilities, though Microsoft is the preferred software. Ms. Laughter expressed concern about the capabilities being the same between the two.

*Mr. Lucero made a motion to approve the purchase of annual Microsoft volume licensing for 2025 – 26 for \$140,654.26. Mr. Leslie seconded the motion. **The motion carried upon a roll-call vote with Mr. Lucero, Mr. Leslie, Ms. Sekayumtewa, Ms. Laughter and Chair Robinson voting in favor. There were no votes against.***

#### **8.B.2. Request to Approve Cisco Security Enterprise Agreement for 2025 - 26**

CIO Michael Jacob requested that the Board approve the purchase of Cisco Security Enterprise Agreement for 2025 – 26

Mr. Lucero asked if the price went down because of the previous item. CIO Jacob responded that it was due to a staff member auditing and eliminating waste.

*Mr. Lucero made a motion to approve the purchase of Cisco Security Enterprise Agreement for 2025 – 26 for \$647, 822.85. Mr. Leslie seconded the motion. **The motion carried upon a roll-call vote with Mr. Lucero, Mr. Leslie, Ms. Sekayumtewa, Ms. Laughter and Chair Robinson voting in favor. There were no votes against***

#### **8.B.3 Request to Approve Purchase of Broadband Technician Training Equipment.**

Dean Raisor requested the Board approve the purchase of broadband technician training equipment.

Mr. Lucero asked if we would be training technicians. Dean Raisor responded yes. Mr. Lucero asked when the classes would start. Dean Raisor responded this fall.

*Mr. Lucero made a motion to approve the purchase of Broadband Technician Training Equipment for \$173,688.71. Mr. Leslie seconded the motion. **The motion carried upon a roll-***

*call vote with Mr. Lucero, Mr. Leslie, Ms. Sekayumptewa, Ms. Laughter and Chair Robinson voting in favor. There were no votes against*

**8.B.4. Request to Approve Purchase of Surgical Technician Training Equipment.**

Dean Raisor requested the Board approve the purchase of surgical technician training equipment.

Chair Robinson asked if the Perkins grant would be used for this. Dean Raisor responded it was in the capital budget.

*Mr. Leslie made a motion to approve the purchase of surgical technician training equipment for \$216,442.50. Ms. Laughter seconded the motion. **The motion carried upon a roll-call vote with Mr. Lucero, Mr. Leslie, Ms. Sekayumptewa, Ms. Laughter and Chair Robinson voting in favor. There were no votes against.***

**8.B.5 Request to Approve Kayenta Construction Manager at Risk (CMAR) Contract**

Director White requested the Board approve a CMAR for Kayenta construction.

Mr. Lucero asked how long the design phase would take. Director White responded 4 – 5 months.

Chair Robinson asked if the CMAR did the design. Director White responded that they worked with the architect to design the building for the budget.

*Ms. Laughter made a motion to approve the Kayenta CMAR contract for \$63, 156. Mr. Leslie seconded the motion. **The motion carried upon a roll-call vote with Mr. Lucero, Mr. Leslie, Ms. Sekayumptewa and Ms. Laughter voting in favor. Chair Robinson voted against.***

**8.B.6. Request to Approve Design Fee Contract with SPS+ for Kayenta Center**

Director White requested that the Board approve a design fee contract with SPS+ for the Kayenta center.

No questions.

*Ms. Laughter made a motion to approve the design fee contract with SPS+ for the Kayenta center for \$711,388. Mr. Leslie seconded the motion. **The motion carried upon a roll-call vote with Mr. Lucero, Mr. Leslie, Ms. Sekayumptewa and Ms. Laughter voting in favor. Chair Robinson voted against.***

**8.B.7. Request to Approve Proposals for Pavement Projects at NPC**

Director White requested the Board approve proposals for pavement projects at NPC.

Chair Robinson inquired about flooding in the SCC parking lot and whether that was normal. Director White stated that it was normal.

*Mr. Lucero made a motion to approve the proposals for pavement projects at NPC for \$145,416. Mr. Leslie seconded the motion. **The motion carried upon a roll-call vote with Mr. Lucero, Mr. Leslie, Ms. Sekayumtewa, Ms. Laughter and Chair Robinson voting in favor. There were no votes against***

**8.B.8. Request to Approve Proposal to Upgrade Communication Systems in Show Low.**

Director White requested that the Board approve a proposal to upgrade the communication systems in Show Low.

Chair Robinson asked if the upgrade was from Cat 5 to Cat 6. Director White responded yes.

*Mr. Lucero made a motion to approve a proposals to upgrade communication systems in Show Low for \$55,678.30. Mr. Leslie seconded the motion. **The motion carried upon a roll-call vote with Mr. Lucero, Mr. Leslie, Ms. Sekayumtewa, Ms. Laughter and Chair Robinson voting in favor. There were no votes against***

**8.B.9. Request to Approve Purchase of Multi-Year EBSCO Package.**

VPLSS Solomonson requested the Board approve the purchase of the multi-year EBSCO package.

Mr. Lucero asked if this would be accessible online or in the library. VPLSS Solomonson responded it should be accessible online.

**Agenda Item 9: DGB Agenda Items and Informational Needs for Future Meetings.**

**Agenda Item 10: Board Report/Summary of Current and Upcoming Events**

**Agenda Item 11: Announcement of Next Regular Meeting**

July 15, 2025

**Agenda Item 12: Adjournment**

*The meeting was adjourned at 12:41 p.m. upon a motion by Mr. Leslie and a second by Mr. Lucero. **The motion carried upon a roll-call vote with Ms. Sekayumtewa, Mr. Lucero, Mr. Leslie Ms. Laughter and Chair Robinson voting in favor. There were no votes against.***

Respectfully submitted,



Farah Bughio  
Recording Secretary to the Board

Draft

# **Navajo County Community College District Governing Board Special Meeting Minutes**

May 20 – 10:00a.m.

Painted Desert Campus, Tiponi Community Center Board Room  
2251 East Navajo Boulevard, Holbrook, AZ 86025

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**Governing Board Member Present:** Chair. Everett Robinson, Ms. Kristine Laughter; Mr. Frank Lucero; Ms. Rosie Sekayumptewa; Derrick Leslie

**Governing Board Member Absent:**

**Others Present:** President Von Lawson; VPLSS Michael Solomonson; CIO Michael Jacob; Betsy Wilson; VPAS Maderia Ellison; VPHR Nicole Ulibarri; Katie Matott; Justin White; Russell Kupfer; Allison Landy; Becca Hunt; Norvita Charleston; Farah Bughio; Amanda Sutter; Melody Niesen; Michael Broyles; Tabitha Stickel; Talaina Fisher; Erin Pug; Paul Hempsey; Jeremy Raisor; Lia Keenan; Betsy Wilson; Jeese Reeck; Jonathan Lawrence; Angie King; Josh Rogers; Kenneth Coggin; Karen Baker, Olivia Jaquez; Kate Hahn

## **Truth in Taxation – Notice of Tax Increase Public Hearing**

### **Agenda Item 1: Call to Order and Pledge of Allegiance**

Chair Robinson called the meeting to order at 10:00 a.m.

### **Agenda Item 2: Public Hearing – Truth in Taxation Publications**

VPAS Ellison reviewed the process required by Arizona State Statute for notifying taxpayers of the college's intention for property taxes.

No questions.

### **Agenda Item 3: Public Hearing on Truth in Taxation**

VPAS Ellison reviewed the recommendation for setting the primary property tax rate for 2025 – 2026.

Chair Robinson commented on increased tax rates being due to the Assessor's evaluation of properties.

Ms. Sekayumptewa asked if we collected taxes in Apache county. VPAS Ellison responded no, we have IGA's instead.

### **Agenda Item 4: Call for Public Comment**

None.

## **Agenda Item 5: Adjournment**

### **2025 – 2026 Proposed Budget Public Hearing**

#### **Agenda Item 1: Call to order**

Chair Robinson called the session to order

#### **Agenda Item 2: Presentation of Proposed 2025 – 2026 Budget**

VPAS Ellison reviewed the recommended budget for fiscal year 2025 - 2026

No questions.

#### **Agenda Item 3: Call for Public Comment**

None.

#### **Agenda Item 4: Adjournment**

### **Special Meeting**

#### **Agenda Item 1: Call to order**

Chair Robinson called the session to order.

#### **Agenda Item 2: Request to Approve 2025 – 26 Primary Property Tax Rate & Levy**

VPAS Ellison requested that the Board approve the recommended property tax rate and expected levy.

Mr. Lucero asked if we always had to set the tax rate to the maximum. VPAS Ellison responded that we go to the maximum for equalization funding.

Mr. Lucero asked if the legislature knew we are a poor county. VPAS Ellison responded that they may be aware of it.

Ms. Laughter asked for clarification on equalization funding and not receiving taxes from the Navajo Nation. VPAS Ellison clarified the process of receiving equalization aid.

Mr. Leslie asked if we were assuming that the economy has recovered. VPAS Ellison responded that while the economy may be recovering there is a lag for Navajo County to catch up.

Mr. Lucero asked what the TNT rate would bring in. VPAS Ellison responded, about \$366, 000 less.



*Ms. Laughter made a motion to approve the recommended property tax rate and expected levy. Ms. Sekayumtewa seconded the motion. **The motion carried upon a roll-call vote with Ms. Sekayumtewa, Ms. Laughter and Chair Robinson voting in favor. Mr. Lucero and Mr. Leslie voted against.***

### **Agenda Item 3: Request to Approve 2026 – 2028 Proposed Capital Budget**

VPAS Ellison requested the Board approve the 2026 – 2028 capital budget.

Mr. Lucero ask if grant money from the Kayenta project off set this. VPAS Ellison responded no.

Mr. Lucero asked which the area the deficit would be in. VPAS Ellison responded that revenues are less than the projects.

Chair Robinson made a comment that the State Legislature use to give money for building projects.

Mr. Lucero asked if we don't have the money we just push it down the road? VPAS Ellison responded yes and elaborated on other options.

Mr. Lucero asked for clarification on what was included in the capital budget. VPAS Ellison responded it included everything over \$5,000 but not the ERP implementation.

*Ms. Laughter made a motion to approve the proposed capital budget.*

*Chair Robinson seconded the motion. **The motion carried upon a roll-call vote with Ms. Sekayumtewa, Ms. Laughter and Chair Robinson, Mr. Lucero and Mr. Leslie voting in favor. There were no voted against.***

### **Agenda Item 4: Adjournment**

Chair Robinson adjourned the meeting at 10:28a.m.

## CFO Designation Resolution Template

### Instructions

A.R.S. §41-1279.07(E) requires each county, city, town, and community college district to annually provide to the Arizona Auditor General by July 31 the name of the Chief Fiscal Officer (CFO) the governing body has designated to officially submit the current year's annual budgeted expenditure limitation report (ABELR) on the governing body's behalf. The current year is the fiscal year the entity is operating in on July 31.

Community college district governing boards (boards) **must** use this resolution template to document their annual CFO designation and may not delegate the responsibility of designating the CFO.

Boards must present and act upon the resolution **annually** at a board meeting and must submit the signed resolution to our Office with the electronic [CFO designation form](#). This instructions page does not need to be presented or submitted. The template includes fillable text boxes to allow entities to add any needed wording to both the recitals and enactments sections. If additional wording is not needed, please delete the textbox. The standard wording portions of the template that are not fillable may not be removed from the document adopted by the board and submitted to our Office.

These instructions and the resolution template are not legal advice. As such, you may want to consider having your legal counsel review your resolution for accuracy and form.

If you have any questions, please contact our Accountability Services Division at (602) 977-2796 or email us at [asd@azauditor.gov](mailto:asd@azauditor.gov).

**RESOLUTION NO.** Click or tap here to enter text.

**A RESOLUTION OF THE NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT GOVERNING BOARD,  
DESIGNATING THE CHIEF FISCAL OFFICER FOR OFFICIALLY SUBMITTING THE FISCAL YEAR 2025 ANNUAL  
BUDGETED EXPENDITURE LIMITATION REPORT TO THE ARIZONA AUDITOR GENERAL**

**RECITALS:**

WHEREAS, A.R.S. §41-1279.07(E) requires each county, city, town, and community college district to annually provide to the Arizona Auditor General by July 31 the name of the Chief Fiscal Officer the governing body designated to officially submit the current year's annual budgeted expenditure limitation report (ABELR) on the governing body's behalf; and

WHEREAS, the Navajo County Community College District Governing Board desires to designate Maderia Ellison, as the College's Chief Fiscal Officer.

WHEREAS, Entities must submit an updated form and documentation for any changes in the individuals designated to file the ABELR.

**ENACTMENTS:**

**NOW THEREFORE BE IT RESOLVED** BY THE NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT GOVERNING BOARD as follows:

SECTION 1. The recitals above are hereby incorporated as if fully set forth herein.

SECTION 2. Maderia Ellison is hereby designated as the College's Chief Fiscal Officer for purposes of officially submitting the fiscal year 2025 ABELR to the Arizona Auditor General on the governing body's behalf.

PASSED AND ADOPTED by the Navajo County Community College District Governing Board, this 18th day of June, 2024 .

**Approved as to form:**

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Click or tap here to enter text., Chairman

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Click or tap here to enter text., College Legal Counsel

SECOND AMENDMENT TO  
INTERGOVERNMENTAL AGREEMENT

by and between

CTED

and

COLLEGE

At

College Location

(Central Programs)

This Second Amendment ("Amendment") to the Intergovernmental Agreement ("Agreement") between Northern Arizona Vocational Institute of Technology ("NAVIT") and Navajo Community College District dba Northland Pioneer College ("College") which was effective July 1<sup>st</sup>, 2024 is entered to this 14<sup>th</sup> day of May, 2025.

Whereas the Parties entered into the Agreement to provide joint technical education courses at College locations;

Whereas NAVIT wishes to support programs offered by College's Holbrook location through funding for equipment purchases and the Parties desire to amend the IGA to reflect funding for said equipment purchases.

NOW THEREFORE, in consideration of the mutual agreements set forth, the Parties agree as follows:

A. Section 4(A) of the Agreement is amended to add a new subsection (4) as follows:

For fiscal year 2026, NAVIT agrees to pay College up to \$500,000 for College to purchase equipment as outlined in the attached Exhibit A. NPC will invoice NAVIT upon receipt of the equipment, with terms of net 30 days from the date each individual piece of equipment is purchased by College. Notwithstanding Section 3 of the Agreement, the property purchased by College pursuant to this Section shall be property of College and shall remain property of College when no longer in use or upon termination of the Agreement.

B. Unless modified by this Amendment, all other terms and conditions of the Agreement remain in full force and effect. This Amendment may be executed in counterparts, each of which shall be deemed an original, on the date set forth by each Party below.

IN WITNESS HEREOF, the Parties sign this Agreement:

FOR NAVIT:

Dated this 14<sup>th</sup> day of May, 2025, the NAVIT Governing Board approved this Amendment and authorized its Superintendent to sign below:

By: 

Matt Weber

Title: Superintendent

FOR COLLEGE:

Dated this \_\_\_\_ day of \_\_\_\_\_, 2025, College Governing Board approve this Agreement and authorized its Interim President to sign below:

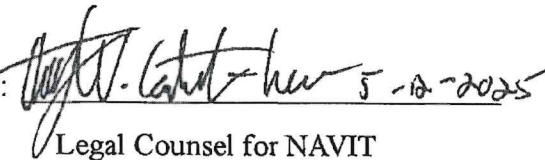
By: \_\_\_\_\_

Dr. Von Lawson

Title: College President

Attorney approval:

This Amendment has been reviewed pursuant to A.R.S. §11-952 by the undersigned attorneys who has determined that it is in proper form and is within the powers and authority granted under the laws of the State of Arizona to the respective governing boards.

By:  5-12-2025  
Legal Counsel for NAVIT

By: \_\_\_\_\_  
Legal Counsel for College

	<b>EXHIBIT A</b>	
<b>NPC Capital List</b>	<b>Item</b>	<b>Amount</b>
ATO	GM Cutaway	\$ 48,000.00
ATO	Hybrid Cutaway	\$ 52,000.00
COS	Hydraulic Chairs	\$ 20,000.00
FRS	Replacement SCBA	\$ 20,000.00
FRS	Replacement Turnouts	\$ 15,000.00
FRS	Newer Used Fire Truck	\$ 222,000.00
WLD	WLD Machines 3 sites	\$ 80,000.00
WLD	Comp Plasma System	\$ 18,000.00
MDA	Arthroscopy Console	\$ 10,000.00
MDA	Health Lab VR Sims	\$ 15,000.00
	<b>Grand Total</b>	<b>\$ 500,000.00</b>



## Request to Approve Annual Jenzabar Support and Maintenance for 2025-26

**Recommendation:**

Staff recommends approval to purchase annual support and maintenance from Jenzabar Inc. for \$416,168.90

**Procurement Process and Budget Information:**

This is an annual, budgeted renewal. As it is an integral application to overall college functions Jenzabar Inc. has been identified as a sole source vendor as vetted by the Technology Advancement and Support division and Procurement department.

**Summary:**

Jenzabar CX continues to provide the backbone for the college Enterprise Resource Planning (ERP). Terms of this plan start 07/01/2025 and ends 06/30/2026. The cost includes maintenance and support of \$380,306.00, all applicable taxes of \$35,862.90, for a total price of \$416,168.90.



**Northland Pioneer College**

Post Office Box 610 • Holbrook, AZ 86025 • (928) 524-7311 • Fax (928) 524-7312 • [www.npc.edu](http://www.npc.edu)



Invoice #: INV282887  
 Customer ID: 111050 Northland Pioneer College  
 Project ID: NPC-Annual Renewal  
 Northland Pioneer College : Annual Renewal

**Bill To**  
 Northland Pioneer College  
 Accounts Payable  
 PO Box 610  
 Holbrook AZ 86025-0610  
 United States

**Ship To**  
 Northland Pioneer College  
 Accounts Payable  
 PO Box 610  
 Holbrook AZ 86025-0610  
 United States

Invoice Date	Payment Due Date	PO #	Terms
5/31/2025	6/30/2025		Net 30

Item	Coverage Start	Coverage End	Quantity	Unit Price	Total
<b>Jenzabar CX Maintenance</b>					
CX Student Financials					
CX CRM Student					
CX Financial Aid					
CX General Ledger					
CX Internet Campus Base					
Jenzabar Mobile Web					
CX Moodle					
CX Admissions					
CX Purchasing/Accounts Payable					
CX Academic Records					
CX Student Affairs					
CX Degree Audit					
CX Budget					
CX Common					
CX CRM Admissions Officer					
CX CRM Candidate					
CX CRM Faculty					
CX CRM Staff					
<b>Jenzabar CX Maintenance Subtotal</b>	7/1/2025	6/30/2026	1	\$317,321.00	\$317,321.00
<b>Third Party Maintenance</b>					
CX Informix					
<b>Third Party Maintenance Subtotal</b>	7/1/2025	6/30/2026	1	\$62,985.00	\$62,985.00

Comments: 2025 Renewal

<b>Subtotal</b>	\$380,306.00
<b>Tax Total</b>	\$35,862.90
<b>Discount Item</b>	
<b>Total</b>	\$416,168.90
<b>Amount Paid</b>	\$0.00
<b>Amount Due</b>	\$416,168.90

For questions please email [Accountsreceivable@jenzabar.com](mailto:Accountsreceivable@jenzabar.com)

**For ACH Payments:**

**To:** Citizens  
Riverside, RI  
**Credit To:** Jenzabar, Inc.  
**Routing/ABA #:** 211070175  
**Account #:** 1403278404

**For Direct Wire Payments:**

**To:** Citizens  
Riverside, RI  
**Credit To:** Jenzabar, Inc.  
**Routing/ABA #:** 011500120  
**Account #:** 1403278404  
**SWIFT Code:** CTZIUS33

**For Check Payments**

Jenzabar Lockbox  
P.O. Box 845588  
Boston, MA 02284-5588

## **Request to Accept Grant Funds for Phase III of the Northern Arizona Good Jobs Network (NAGJN)**

**Recommendation:**

Staff recommends accepting \$1,472,742 of grant funding from NAGJN to support the expansion of our construction technology program.

**Summary:**

The Board has previously accepted grant funding for prior phases of this grant as the college has worked to design and plan an expansion of our construction technology program. This grant funding would be used to increase access to the program in multiple location and formats in an effort to assist students interested in working in construction industry. Many established and emerging local businesses require a trained workforce with the skill sets developed by students through this program.

If approved, additional purchase requests will be brought forward in future Board meetings for approval of specific supplies and equipment as required by college procurement procedures.

## **Request to Accept Funds from the Northern Arizona Vocational Institute of Technology (NAVIT)**

**Recommendation:**

Staff recommends accepting \$500,000 in funding from NAVIT to purchase capital equipment in jointly operated programs shared with the college.

**Summary:**

NAVIT has a long and beneficial history as a critical partner of the college. Together we run several programs in conjunction with them, including administration of justice studies, automotive technology, behavioral health, computer information systems, construction technology, cosmetology, industrial technology trades, fire science, medical assistant, nursing assistant, and welding. In support of these programs, NAVIT is providing funding to purchase capital items needed to replace aging equipment and to improve learning opportunities. These items being purchased have been identified previously by departments during our annual capital budgeting process.

If approved, additional purchase requests will be brought forward in future Board meetings for approval of specific equipment as required by college procurement procedures.