

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 Nov23DGB).

Date: November 21, 2023

Time: 10:00 a.m.

<u>Item</u>	<u>Description</u>	<u>Resource</u>
1.	Call to Order and Pledge of Allegiance	Chair Laughter
2.	Adoption of the Agenda (Action)	Chair Laughter
3.	Call for Public Comment <small>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.</small>	Chair Laughter
4.	Administrative Emeritus Award – Kathy McPherson Jessica Kitchens, Lead Campus Manager, will present Administrative Emeritus status to retiring Campus Manager Kathy McPherson.	Jessica Kitchens
5.	Discussion Items:	
	A. Standing Presentations:	
	1. Financial Position VPAS Ellison will provide a report on the financial position of the college for period July 1, 2023 to September 30, 2023	VPAS Ellison
	2. NPC Student Government Association (SGA) April Tucker, SGA Member, will supplement the report included in the packet with information on a potential student mentoring program.	April Tucker
	3. NPC Faculty Association Magda Gluszek, Faculty in 3-D Art, has provided a video presentation on activities from the Art Department.	Video Presentation
	4. Classified & Administrative Staff Organization (CASO) No Report.	No Report
	5. Northland Pioneer College (NPC) Friends and Family Betsy Wilson, Director of Friends and Family, will report on scholarship winners, scholarship applications, and upcoming events including scholarship workshops.	Director Wilson
	6. Human Resources AVPHR Schaefer will provide a report from the Human Resources office.	AVPHR Schaefer
	7. Construction Update Director Huish will provide an update on construction projects.	Director Huish
	8. Enterprise Resource Planning (ERP) Implementation Update .. CIO Jacob will provide an update on the implementation of a new ERP software at the college.	CIO Jacob
	9. Arizona Association of Community College Trustees (AACCT) .. Chair Laughter may provide an update on activities from AACCT.	Chair Laughter
	10. President’s Report President Hazelbaker will provide a report on activities from the President’s office since the October meeting.	President Hazelbaker
	B. Changes to Open Meeting Law and Feedback from Training Paul Hempsey will update the Board on changes to Open Meeting Law from this year’s legislative session and information garnered from a recent training session.	Paul Hempsey

- C. [Enrollment Report for Fall 2023](#)..... Director Orona
Director Orona will present the Fall 2023 Enrollment Report.
- D. [Strategic Enrollment Management Plan](#) Director Orona
Director Orona will present the draft Strategic Enrollment Management Plan and suggested first year activities.
- E. [Institutional Effectiveness Quarterly Report](#)..... Written Report
Director Yip-Reyes has provided a written report in the packet and will be available to answer any questions the Board may have.
- F. [Office of Development Quarterly Report](#)..... Director Wilson
Director Wilson will expand upon the quarterly report from the Development office provided in the packet.

- 6. **Consent Agenda for Action** Chair Laughter
 - A. [October 17, 2023 Regular Board Meeting Minutes](#) (Paul Hempsey)
 - B. [Program Modification](#) - Associate of Arts, Elementary Education. (AAEE) (Michael Broyles)
 - C. [Program Modification](#) - Education Professions Certificate of Proficiency. (Michael Broyles)
 - D. [New Program](#) - Bachelor of Applied Management Degree. (Michael Broyles)
 - E. [New Program](#) - Bachelor of Arts, Elementary Education Degree. (Michael Broyles)

7. **For Discussion and Possible Action:**

A. **Old Business**

None.

B. **New Business:**

- 1. [Request to Purchase a New Vehicle](#) Director White
Justin White, Director of Facilities and Transportation, will review the request to purchase a new truck for the maintenance department and ask for approval.
- 2. [Request to Purchase a Used Dump Truck](#)..... Director White
Director White will review the need for a Dump Truck and request Approval for the purchase.
- 3. [Board Member Travel for ACCT National Legislative Summit...](#) Paul Hempsey
Paul Hempsey, Recording Secretary to the Board, will present a request for Board Member Leslie to travel to the annual ACCT National Legislative Summit in Washington, D.C. in February 2024.
- 4. **Cancel December Meeting** President Hazelbaker
President Hazelbaker will request the Board cancel the meeting planned for December 19, 2023.
- 5. [Request to Award Contract for ERP Data Clean-Up and Technical Support](#)..... Colleen Marsh
Colleen Marsh, Project Manager, will review the Scope of Work for A contract with CampusWorks and request Board approval.

8. **DGB Agenda Items and Informational Needs for Future Meetings** Chair Laughter

9. **Board Report/Summary of Current and Upcoming Events**..... Board Members
College/Board Events:

Community Events:

White Mountain Symphony Orchestra Christmas Concert - Saturday, December 9, 2023 @ 3:00 p.m. at Snowflake High School Auditorium, 190 S 2nd W St., Snowflake. Adults: \$10.00 – Youth (5-18) \$5.00
Homemade Chili & Cornbread Fundraiser After Concert – \$5.00/bowl

High Country Barbershop Chorus Christmas in the Pines Benefit Concert - With Show Low High School & Blue Ridge High School Choirs on Tuesday, December 12, 2023 @ 6:00 p.m. at St. Joseph's Family Center @ Saint Mary of the Angels Catholic Church, 1915 S. Penrod Lane, Pinetop. Admission by Donation, with proceeds split equally with participating school choirs.

Please let Paul Hempsey know if you plan to attend any of the listed events.

- 10. **Announcement of Next Regular Meeting****January 16, 2024** Chair Laughter
- 11. **Adjournment**.....**(Action)** Chair Laughter

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 5 and 6. 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). 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