

Navajo County Community College District Governing Board Meeting Minutes

August 15, 2023 – 10:00 a.m.
Painted Desert Campus, Tiponi Community Center
2251 East Navajo Boulevard, Holbrook, Arizona

Governing Board Member Present: Ms. Kristine Laughter; Mr. Frank Lucero; Mr. Everett Robinson; Mr. Elias Jouen (Joined 10:04 a.m.) Mr. Derrick Leslie (joined 10:16 a.m.)

Governing Board Member Absent:

Others Present: President Chato Hazelbaker; Vice President for Learning and Student Services (VPLSS) Michael Solomonson; Vice President for Administrative Services (VPAS) Maderia Ellison; Director of Institutional Effectiveness Judy Yip-Reyes; Associate Vice President for Human Resources (AVPHR) Christine Schaefer; Recording Secretary to the Board Paul Hempsey; Norvita Charleston; Betsy Wilson; Kathy Meza; David Huish; Jeremy Raisor; Russell Kupfer; Matt Weber; Josh Rogers; Allison Landy; Nicole Ulibarri; Scott Flake; Nicole Ulibarri; Dawayne Bahe; Melody Niesen; Lia Keenan; Larry Roberson; Talaina Kor; Michael Broyles; Kristina Jensen; Olivia Jaquez; Katie Matott; Rebecca Hunt; Frank Orona.

Agenda Item 1: Call to Order and Pledge of Allegiance

Chair Laughter called the meeting to order at 10:00 a.m. and led the Pledge of Allegiance.

Agenda Item 2: Adoption of Agenda

Mr. Robinson made a motion to adopt the agenda as presented. Mr. Lucero seconded the motion. The motion carried upon a roll-call vote with Mr. Lucero, Mr. Robinson, and Chair Laughter voting in favor. There were no votes against.

Agenda Item 3: Call for Public Comment

None.

Agenda Item 4: Compensation Study

Larry Robertson, Senior Consultant for Gallagher, addressed the Board and presented a report on the completed Compensation study Gallagher conducted for Northland Pioneer College (NPC).

Mr. Jouen asked for clarification on potential changes for faculty which Mr. Robertson provided.

President Hazelbaker provided the next steps the college would take now that they had the recommendation from Gallagher.

Mr. Leslie asked how the recommendation, of completing a salary study every three to five years, could be included in college processes moving forward. President Hazelbaker noted that a



future action item to the Board will include the recommendation and that AVPHR Schaefer would be responsible for managing the process.

Agenda Item 5: Consent Agenda

- A. June 20, 2023 Regular Board Meeting Minutes**
- B. Intergovernmental Agreement** between Northland Pioneer College and Apache County for leased space

Mr. Jouen made a motion to accept the consent agenda as presented. Mr. Leslie seconded the motion. The motion carried upon a roll-call vote with Mr. Jouen; Mr. Lucero, Mr. Robinson, Mr. Leslie, and Chair Laughter voting in favor. There were no votes against.

Agenda Item 6: For Discussion and Possible Action

6.A. Old Business

None.

6.B. New Business

6.B.1. Establish Reserve for Remodel/Construction of Facilities at Little Colorado Campus

VPAS Ellison reviewed potential options for construction at the Little Colorado Campus and requested the Board approve a fund reserve to ensure money was available when required.

Mr. Lucero asked how long it would be before the college was ready to receive bids for the projects. VPAS Ellison responded that past experience with construction projects would suggest anywhere from six to nine months.

Mr. Lucero made a motion to establish a reserve of \$6 million for construction at the Little Colorado Campus. Mr. Robinson seconded. The motion carried upon a roll-call vote with Mr. Jouen, Mr. Lucero, Mr. Robinson, Mr. Leslie, and Chair Laughter voting in favor. There were no votes against.

6.B.2. Request to Approve Contract for Consulting and Design work at PDC

Jeremy Raisor, Dean of Career and Technical Education, addressed the Board and provided information on the possibility of expanding the Automotive program, requesting funds for consulting and design fees to further explore the options in the amount of \$97,000.00.

Mr. Lucero asked if the required lifts for an automotive program would require additional foundation work to accommodate the weight. Director of Construction, David Huish, responded that from speaking to a supplier of lifts that the current floor would be adequate. Dean Raisor suggested the electrical requirements would be the main unknown at this stage.

Mr. Lucero made a motion to approve the contract for consulting and design work as presented. Mr. Robinson seconded. The motion carried upon a roll-call vote with Mr. Jouen, Mr. Lucero, Mr. Robinson, Mr. Leslie, and Chair Laughter voting in favor. There were no votes against.



6.B.3. Request for Renewal of CampusLogic Services

VPLSS Solomonson addressed the Board and reviewed the request to activate the one-year extension in the CampusLogic contract at a cost of \$63,206.00.

Mr. Lucero made a motion to approve the contract with CampusLogic as presented. Mr. Robinson seconded. The motion carried upon a roll-call vote with Mr. Jouen, Mr. Lucero, Mr. Robinson, Mr. Leslie, and Chair Laughter voting in favor. There were no votes against.

6.B.4. Adoption of the Fiscal Year 2021-22 Expenditure Limitation Report

VPAS Ellison addressed the Board and reviewed the 2021-22 Expenditure Limitation Report from State auditors and recommended adoption.

Mr. Lucero confirmed the fine for breaching the Expenditure Limitation was \$5000.00 and asked if it was necessary to pay it to protect the large carry forward the college currently held. VPAS Ellison responded that the college constantly monitors Expenditure Limitation and carry forward amounts and felt the college was better served by taking the fine this year.

Mr. Lucero asked how the fine would be paid. VPAS Ellison responded that the \$5000.00 would be removed from a quarterly distribution of funding from the State.

Mr. Lucero made a motion to accept the Expenditure Limitation report as presented. Mr. Leslie seconded. The motion carried upon a roll-call vote with Mr. Jouen, Mr. Lucero, Mr. Robinson, Mr. Leslie, and Chair Laughter voting in favor. There were no votes against.

6.B.5. Adjustment to Fiscal Year 2022 Adopted Budget

VPAS Ellison asked the Board to approve the adjustment to the Fiscal Year 2022 adopted budget to bring it into alignment with actual expenditures for the year.

Mr. Robinson made a motion to approve the adjustment to the Fiscal Year 2022 adopted budget as presented. Mr. Leslie seconded. The motion carried upon a roll-call vote with Mr. Jouen, Mr. Lucero, Mr. Robinson, Mr. Leslie, and Chair Laughter voting in favor. There were no votes against.

Agenda Item 7: Discussion Items

7.A. Standing Presentations:

7.A.1. Financial Position

VPAS Ellison presented the monthly Financial Position report for the period to June 30th, 2023.

Mr. Lucero asked what revenues were included in the line item labeled Other Miscellaneous. VPAS noted the revenues that fell within this category.

7.A.2. NPC Student Government Association (SGA)

No Report.



7.A.3. Faculty Association

No Report.

7.A.4. Classified & Administrative Staff Organization (CASO)

No Report.

7.A.5. Northland Pioneer College (NPC) Friends and Family

Betsy Wilson, Director of NPC Friends and Family, addressed the Board and introduced Kathy Meza who has joined the college as a Development Director. Director Wilson then provided a report on recent scholarship awards and recipients, plus a reminder of upcoming events.

7.A.6. Human Resources

Written Report.

7.A.7. Construction Report

David Huish, Director of Construction, addressed the Board and provided a report on the construction projects at the college.

7.A.8 Arizona Association of Community College Trustees (AACCT)

Chair Laughter reported that Secretary Robinson would attend the joint AC4 and AACCT retreat in Flagstaff later in August.

7.A.9 President's Report

President Hazelbaker addressed the Board and provided a report on topics including: the yearly planning cycle; Strategic Initiatives and Priority Actions; and his appointment to a State Broadband Advisory Committee.

7.B. Implementation of a Development Office at NPC:

Director Wilson presented on the recently implemented Development Office at NPC.

Chair Laughter asked if there were plans to bring an evaluator at any point in the process. Director Wilson noted that this was not currently a consideration but hoped to complete some self-evaluations on the measurable outcomes that had been written into the plan, and would be reporting on those outcomes, to the Board, at future meetings.

7.C. IE Quarterly Report:

Written report.

7.D. Assessment of Student Knowledge (ASK) Yearly Report:

Dr. Michael Broyles, Chair of the ASK committee, addressed the Board and provided additional information on the yearly report from the committee.

7.E. Enrollment Report:

President Hazelbaker provided a presentation on Enrollment and strategies for the future.



Chair Laughter asked if the college was looking at the renewable energy industry to offset the enrollment decline in the current energy program. President Hazelbaker responded that a new faculty member hired for the program would be tasked with reimagining courses to meet current regional needs.

Mr. Lucero left the meeting at 11:57 a.m.

Chair Laughter asked about the reasons some centers or campuses did not have Hybrid, Multi-Course, or Stand alone courses this semester. President Hazelbaker outline some of the potential reasons and struggles the college faced.

Chair Laughter asked what relationship building was taking place to add TALON classrooms to more school districts. President Hazelbaker outlined many of the outreach efforts the college was currently working on.

Mr. Leslie left the meeting at 12:07 p.m.

7.F. Gila County Partnership:

President Hazelbaker provided a written report in the Board Packet and noted that he would continue to meet with lobbyists, legislators, and the Higher Learning Commission representatives on the potential impacts from a partnership.

Chair Laughter asked if Gila Provisional College was looking at other community colleges as potential partners. President Hazelbaker responded that they had contacted other districts and would continue to look at all their options.

Agenda Item 8: DGB Agenda Items and Informational Needs for Future Meetings

Chair Laughter asked for information on outreach efforts in the Pinon area.

Agenda Item 9: Board Report/Summary of Current and Upcoming Events

A list of upcoming events was provided in the agenda for Board Discussion.

Agenda Item 10: Announcement of Next Regular Meeting

Regular District Governing Board meeting on Tuesday, September 19, 2023 at 10 a.m. The meeting will take place at the Winslow Campus.

Agenda Item 11: Adjournment

The meeting was adjourned at 12:26 p.m. upon a motion by Mr. Robinson and a second by Mr. Jouen. The motion carried upon a roll-call vote with Mr. Jouen, Mr. Robinson, and Chair Laughter voting in favor. There were no votes against.



Respectfully submitted,



Paul Hempsey
Recording Secretary to the Board

Approved

