

Navajo County Community College District Governing Board Meeting Minutes

February 15, 2022 – 10:00 a.m.
Painted Desert Campus, Tiponi Community Center
2251 East Navajo Boulevard, Holbrook, Arizona

Governing Board Member Present: Mr. Frank Lucero; Mr. Everett Robinson; Mr. Elias Jouen; Ms. Kristine Laughter; Mr. Derrick Leslie.

Others Present: President Chato Hazelbaker; Interim Vice President for Learning and Student Services (VPLSS) Mike Solomonson; Vice President for Administrative Services (VPAS) Maderia Ellison; Director of Institutional Effectiveness Judy Yip-Reyes; Interim Chief Human Resources Officer (CHRO) Kathy Hanson; Recording Secretary to the Board Paul Hempsey; Norvita Charleston; Colleen Readell; David Huish; Rickey Jackson; Betsy Wilson; David Borofsky; Laura Parsons; Robert Johnson; Gail Campbell; Melody Niesen; Josh Rogers; Jeremy Raiser; Ryan Orr; Diane Joe; Ruth Zimmerman; Terrie Shevat; Curtis Stevens; Wei Ma; Lia Keenan; Raeann Brittain; Jeanette Hancock; Ann Hess; Magda Gluszek; Gary Santillanes; Allison Landy; Desirae Silvers; Olivia Jaquez.

Agenda Item 1: Call to Order and Pledge of Allegiance

Chair Laughter called the meeting to order at 10:05 a.m. and led the Pledge of Allegiance.

Agenda Item 2: Adoption of Agenda

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

Agenda Item 3: Call for Public Comment

None.

Agenda Item 4: Discussion Items

4.A. Standing Presentations:

4.A.1. Financial Position

VPAS Ellison addressed the Board and presented the monthly Financial Position report for the period to December 31st.

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

No Report.

4.A.3. Faculty Association

Magda Gluszek, Faculty in Art, addressed the Board and provided a review of past, current, and upcoming events for the TALON gallery and highlighting the winners from the Locally Grown exhibit.



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

Written Report.

4.A.5. NPC Friends and Family

Director Wilson addressed the Board and provided a report of recent Friends and Family activities highlighting the current list of scholarships for the Fall 2022 semester and providing advance notice of Arizona Gives Day coming up in April.

4.A.6. Human Resources

Written Report.

4.A.7. President's Report

President Hazelbaker addressed the Board and reported on the appointment of Dr. Michael Solomonson to the permanent role of Vice President for Learning and Student Services, the plans for Commencement, and progress on the seven approved strategic initiatives.

Mr. Leslie asked if one of the metrics being considered was class completion or program completion. President Hazelbaker clarified that it was class completion.

Mr. Leslie asked how the college managed to attract more candidates for some of the positions vacant at the college. President Hazelbaker offered some potential reasons the searches produced more qualified candidates this time round.

Mr. Jouen asked whether the Human Resources Information System was integrated with current employee software. President Hazelbaker responded that it was not but the customer service representative from Jenzabar would be coming to the college and it would be a topic for discussion then.

Mr. Leslie asked for more information on the response to the college's Interim Report for the Higher Learning Commission (HLC) and President Hazelbaker suggested Director Yip-Reyes would answer during her presentation later in the meeting.

4.B. Baccalaureate degrees at Northland Pioneer College

Dr. Allison Landy addressed the Board and provided an update from the ad hoc group working to bring Baccalaureate degrees to the college.

Mr. Leslie thanked Dr. Landy for the report and commended the group's work and noted he had not considered accreditation when considering baccalaureate degrees. Mr. Leslie asked whether the HLC has subject matter experts to assist in the process. Dr. Landy noted that HLC had a lot of guidance and guidance documents but was not clear if there was a particular person available to assist. Mr. Leslie asked if the documents could be made available to Board members so they could assess the role they would play. Dr. Landy noted the guidance was available online and would include details, highlighting Board responsibilities, in her next update.



4.C. 2022-23 Introductory Budget Analysis – General Fund

VPAS Ellison provided an initial look at the potential budget for fiscal year 2022-23, noting that state appropriations will not be final until a state budget is signed.

4.D. 2022-2023 Tuition and Fees

VPAS Ellison provided the first look at proposed tuition and fees for the 2022-23 academic year highlighting any that could change.

4.E. Institutional Effectiveness Quarterly Report

Dr. Judy Yip-Reyes, Director of Institutional Effectiveness addressed the Board and noted a written report had been provided in the Board packet. Dr. Yip-Reyes then provided the additional information in response to Mr. Leslie's question on the HLC Interim Report earlier in the meeting.

Agenda Item 5: Consent Agenda

- A. **January 18, 2022 Regular Board Meeting Minutes**
- B. **January 18, 2022 Retreat Minutes**
- C. **Program Modification – Computer Information Systems Associate of Applied Science (AAS), Certificate of Applied Science (CAS) and Certificate of Proficiency (CP)**
- D. **Program Modification – Computer Information Systems Cybersecurity Specialization AAS, CAS, & CP**
- E. **Program Modification – Computer Information Systems Software and Web Development Specialization AAS, CAS, & CP**

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

Agenda Item 6: For Discussion and Possible Action

6A. Old Business

None.

6B. New Business

6.B.1. Adoption of the Fiscal Year 2020-21 Expenditure Limitation Report

Director of Financial Services, Amber Hill, addressed the Board and presented the request to adopt the Expenditure Limitation Report for fiscal year 2020-21.

Mr. Jouen noted the benefits of the exclusions the college made which amounted to over 50% of the budget.

Mr. Robinson made a motion to accept the Fiscal Year 2020-21 Expenditure Limitation Report as presented. Mr. Lucero seconded. The motion carried upon a roll-call vote with Mr. Robinson, Mr. Jouen, Mr. Lucero, Mr. Leslie; and Chair Laughter voting in favor. There were no votes against.



6.B.2. Adjustment to Fiscal Year 2021 Adopted Budget

Director Hill presented the request to adjust the adopted budget for Fiscal Year 2021 to bring it in line to the audited expenditures, noting the information in the packet contained an error and the corrected information was being presented for approval.

Mr. Jouen made a motion to accept the adjustment of the Fiscal Year 2021 Budget as amended. Mr. Robinson seconded.

Mr. Leslie queried whether the Board could make the adjustment as incorrect information had appeared in the packet and was not rectified at least 24 hours in advance. Recording Secretary to the Board, Paul Hempsey, responded that the Agenda Item was listed correctly and the Board was able to accept the information presented during the meeting. President Hazelbaker suggested he follow-up with legal counsel and would let the Board know the outcome of that discussion.

The motion carried upon a roll-call vote with Mr. Robinson, Mr. Jouen, and Chair Laughter voting in favor. Mr. Leslie and Mr. Lucero opposed.

Agenda Item 7: DGB Agenda Items and Informational Needs for Future Meetings

Mr. Lucero asked for a discussion on severance payments to employees.

Mr. Leslie commented that he would like to continue the practice of having a standing construction report.

Mr. Robinson asked for a discussion on the college bookstore arrangement.

Agenda Item 8: Board Report/Summary of Current Event

Chair Laughter noted that the Small Business Administration (SBA) Administrator would be in Window Rock next week and she would look forward to hearing a report from Small Business Development Center Director, Rich Chanick.

Agenda Item 9: Announcement of Next Regular Meeting

Regular District Governing Board meeting on Tuesday, March 15, 2022 at 10 a.m.

Agenda Item 10: Adjournment

The meeting was adjourned at 12:15 p.m. upon a motion by Mr. Robinson and a second by Mr. Lucero. The motion carried upon a roll-call vote with Mr. Robinson, Mr. Jouen, Mr. Lucero, Mr. Leslie, and Chair Laughter voting in favor. There were no votes against.

Respectfully submitted,



Paul Hempsey
Recording Secretary to the Board

