

Navajo County Community College District Governing Board Meeting Minutes

October 18, 2022 – 10:00 a.m.
Painted Desert Campus, Tiponi Community Center
2251 East Navajo Boulevard, Holbrook, Arizona

Governing Board Member Present: Ms. Kristine Laughter (joined at 11:55 a.m.); Mr. Frank Lucero; Mr. Everett Robinson; Mr. Derrick Leslie.

Governing Board Member Absent: Mr. Elias Jouen.

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; Recording Secretary to the Board Paul Hempsey; Norvita Charleston; Betsy Wilson; Allison Landy; Morgan Black; Tess Black; Frank Orona; Deena Gillespie; Rebecca Hunt; David Huish; Nicole Ulibarri; Jon Wisner; Michael Jacob; Christopher Green; Josh Rogers; Jeremy Raisor; David Borofsky; Marletha Baloo; Katie Matott; Olivia Jaquez; Melody Niesen; Anne Lang; Robert Johnson; Ruth Zimmerman; Ryan Jones; Susan Hoffman; Tamara Osborne; Wei Ma; Talaina Kor.

Agenda Item 1: Call to Order and Pledge of Allegiance

Secretary Robinson called the meeting to order at 10:03 a.m. and led the Pledge of Allegiance.

Agenda Item 2: Adoption of Agenda

Mr. Robinson noted that he would like to move the Alumni Award (Item 4.D.) under the call for public comment as the winner was able to join the meeting for a short time.

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

Agenda Item 3: Call for Public Comment

None.

Agenda Item 4: Discussion Items

4.D. Alumni Award

Rebecca Hunt addressed the Board and presented the winner of the Fall 2022 Alumni Award, Morgan Black. Morgan credited the college and instructors for helping him achieve his goal of becoming a physical therapist.



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 August 31st, 2022.

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

Written Report.

4.A.3. Faculty Association

Ryan Jones, co-president of Faculty Association, addressed the Board and introduced two videos from classes he teaches, which show the different options available for students to attend classes at Northland Pioneer College.

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

Written Report.

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

Betsy Wilson, Director of Friends and Family, addressed the Board and provided a report on recent foundation activities including the success of Pedal the Petrified, the award of scholarships, and details on some of the recipients of scholarships.

4.A.6. Human Resources

Written Report.

Mr. Robinson asked if the retirees from the college could be separated from the turnover rate. President Hazelbaker noted that he would work with the Human Resources department to make the change in reporting.

VPLSS Solomonson introduced Dr. Christopher Green who has joined the college as Director of Early College Programs.

4.A.7. Construction Report

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

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

Dr. Borofsky provided an update of activities from AACCT in Chair Laughter's absence.

4.A.9. President's Report

President Hazelbaker addressed the Board and provided a report on topics including: the celebration on Indigenous Peoples Day; nursing program accreditation; enrollment figures; the new Title III grant; progress on strategic initiatives; and then provided a couple of reminders for the Board.



4.B. Enterprise Resource Planning Software (ERP)

Database Administrator Michael Jacob addressed the Board and provided an overview of what an ERP is and does, before touching on how the college would move forward replacing the current system noting some of the benefits for everyone.

4.C. Baccalaureate Update

Associate Dean Allison Landy addressed the Board and provided an update in the efforts to develop Baccalaureate degrees at NPC.

Mr. Leslie asked if there was a timeline for a possible Higher Learning Commission visit and the roles and responsibilities of the Board that could be shared. Associate Dean Landy responded that she would provide the information next time she presented to the Board.

Mr. Leslie asked about outreach to the tribally controlled schools in the service area. Associate Dean Landy responded that there had been outreach to all schools in the service area and noted some of the positive responses she had received.

4.E. Enrollment Management Introduction

Frank Orona, Director of Enrollment Management, addressed the Board and introduced the work he would be completing for the college.

Mr. Leslie asked when the Board might see a new enrollment plan. Director Orona noted he would like to present the plan at the November meeting.

4.F. Review of FY24 Budget Assumptions and Guidelines

VPAS Ellison provided a first look at the budget assumptions and guidelines NPC would follow in creating the fiscal year 2024 budget noting the Board would be asked to approve them at the November meeting.

4.G. NPC Component Unit Financial Audit NPC Friends and Family 2021-22

VPAS Ellison reviewed the financial audit results from NPC Friends and Family for the 2021-22 budget year.

4.H. NPC Component Unit Financial Audit Northeast Arizona Training Center 2021-22

VPAS Ellison reviewed the financial audit results from Northeast Arizona Training Center for the 2021-22 budget year.

Agenda Item 5: Consent Agenda

- A. September 20, 2022 Regular Board Meeting Minutes**
- B. 2022-24 TALON to Consortium Intergovernmental Agreements** between Navajo County Community College District and Heber-Overgaard Unified School District (USD); Joseph City USD; Round Valley USD; Snowflake USD.
- C. 2022-24 Dual Enrollment Intergovernmental Agreement** between Navajo County Community College District and Chinle USD; Heber-Overgaard USD; Joseph City USD; Round



Valley USD; Snowflake USD.

*Mr. Lucero made a motion to approve the consent agenda as presented. Ms. Laughter seconded the motion. **The motion carried upon a roll-call vote with Ms. Laughter, Mr. Lucero, and Secretary Robinson voting in favor.***

Agenda Item 6: For Discussion and Possible Action

6A. Old Business

None.

6B. New Business

6.B.1. Approval of Northern Arizona Community College Partnership (NACCP)

President Hazelbaker asked for the approval of an Intergovernmental Agreement between Mohave County Community College District, Coconino County Community College District, Yavapai County Community College District, and Navajo County Community College District providing a look at some of the opportunities it may afford NPC.

*Mr. Leslie made a motion to approve the Northern Arizona Community College Partnership as presented. Mr. Lucero seconded. **The motion carried upon a roll-call vote with Ms. Laughter, Mr. Lucero, Mr. Leslie, and Secretary Robinson voting in favor.***

6.B.2. Request to Name Painted Desert Campus Library

Ryan Jones noted the impact Dr. Eric Henderson had during his time at NPC before he passed away in 2020, and asked the Board to name the library at the Painted Desert Campus after Dr. Henderson.

*Mr. Leslie made a motion to approve the naming of the Painted Desert Campus Library as the Dr. Eric B. Henderson Memorial Library. Mr. Lucero seconded. **The motion carried upon a roll-call vote with Ms. Laughter, Mr. Lucero, Mr. Leslie, and Secretary Robinson voting in favor.***

6.B.3. Request to Release Funds for Construction-Related Furnishings at NATC

Dean Jeremy Raisor outlined the request for release of funds from the state appropriation related to construction at the Northeast Arizona Training Center (NATC) in the amount of \$36,500.00.

*Mr. Leslie made a motion to release \$36,500.00 for construction-related furniture purchases for NATC as presented. Mr. Lucero seconded. **The motion carried upon a roll-call vote with Ms. Laughter, Mr. Lucero, Mr. Leslie, and Secretary Robinson voting in favor.***

6.B.4. Request to Award Contract for Search Firm

President Hazelbaker reviewed the request to contract with a search firm for the positions of Chief Information Officer and Associate Vice President – Human Resources.

Mr. Lucero made a motion to approve the contract with Academic Search, Inc. to assist in the search for the Associate Vice President of Human Resources and Chief Information Officer to



Academic Search, Inc. not-to-exceed \$85,000.00 in total cost as presented. Mr. Leslie seconded. The motion carried upon a roll-call vote with Ms. Laughter, Mr. Lucero, Mr. Leslie, and Secretary Robinson voting in favor.

6.B.5. Request to Approve Purchase of Cameras and Switches

President Hazelbaker reviewed the request to approve the purchase of additional security cameras and associated equipment utilizing some of the remaining Higher Education Emergency Relief Fund monies.

Mr. Lucero asked how long the recordings would be saved from cameras and where they might be stored. President Hazelbaker responded that he would have to research the questions and would provide a full answer once known.

Mr. Lucero made a motion to approve purchasing security cameras, network switches, and accessories from HyeTech Network & Security Solutions, LLC. for a cost of \$114,700.74 as presented. Mr. Leslie seconded. The motion carried upon a roll-call vote with Ms. Laughter, Mr. Lucero, Mr. Leslie, and Secretary Robinson voting in favor.

6.B.6. Request to Accept U.S. Department of Education Title III Grant

President Hazelbaker asked the Board to accept funds in the amount of \$1,604,595.00 from a U.S. Department of Education Title III Grant award.

Mr. Lucero made a motion to accept the grant award from the U.S. Department of Education in the amount of \$1,604,595.00. Mr. Leslie seconded. The motion carried upon a roll-call vote with Ms. Laughter, Mr. Lucero, Mr. Leslie, and Secretary Robinson voting in favor.

6.B.7. Request to Accept First Things First Grants

Associate Dean Landy asked the Board to accept funds from two First Things First grants, which had been extended for an additional year, in the amounts of \$170,000.00 and \$225,000.00.

Mr. Lucero made a motion to accept two grants from First Things First in the amounts of \$170,000.00 and \$225,000.00. Mr. Leslie seconded. The motion carried upon a roll-call vote with Ms. Laughter, Mr. Lucero, Mr. Leslie, and Secretary Robinson voting in favor.

6.B.8. Request to Approve Contract Amendment with Summit Healthcare

Associate Dean Landy requested the Board approve a contract amendment with Summit Healthcare related to one of the First Things First grants that the Board just approved.

Mr. Lucero made a motion to approve the contract amendment with Summit Healthcare as presented. Mr. Leslie seconded. The motion carried upon a roll-call vote with Ms. Laughter, Mr. Lucero, Mr. Leslie, and Secretary Robinson voting in favor.



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

None.

Agenda Item 8: Board Report/Summary of Current Event

Chair Laughter noted the passing of former State Representative, and her sister, Sylvia Laughter.

Agenda Item 9: Announcement of Next Regular Meeting

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

Agenda Item 10: Adjournment

The meeting was adjourned at 12:28 p.m. upon a motion by Mr. Lucero and a second by Ms. Laughter. The motion carried upon a roll-call vote with Ms. Laughter, Mr. Lucero, and Secretary Robinson voting in favor.

Respectfully submitted,



Paul Hempsey
Recording Secretary to the Board

