

Navajo County Community College District Governing Board Meeting Minutes

April 18, 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. Derrick Leslie (joined the meeting at 10:03 a.m.).

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; Associate Vice President – Human Resources (AVPHR) Shenethia Manuel; Director of Institutional Effectiveness Judy Yip-Reyes; Recording Secretary to the Board Paul Hempsey; Norvita Charleston; Betsy Wilson; David Huish; Frank Orona; Erin Pugh; Brian De La Cruz; Chris Green; Dawayne Bahe; Isaac Hutton; Katie Matott; Olivia Jaquez; Melody Niesen; Michael Broyles; Rebecca Hunt; Robert Johnson; Ruth Zimmerman; Talaina Kor; Tamara Osborne; Wei Ma; Iris Yessilth; Scott Flake.

Agenda Item 1: Call to Order and Pledge of Allegiance

Chair Laughter called the meeting to order at 10:00 a.m. and asked Board Members Lucero and Robinson to lead 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: 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 February 28th, 2023.

Mr. Leslie joined the meeting at 10:03 a.m.

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

Written Report.



4.A.3. Faculty Association

Frank Pinnell, Co-President of Faculty Association, addressed the Board and provided a report on the Skills USA competition in Phoenix and the success of Northland Pioneer College (NPC) students, which included 13 medals, 6 of which were gold.

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

No Report.

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

Betsy Wilson, Director of Friends and Family, addressed the Board and reported on the success of Arizona Gives Day where the foundation received \$33,358.00 which included a bonus award of \$3000.00 for finishing second in the mid-sized non-profit group. Director Wilson also noted the review process for scholarship applications, beginning at the end of the week, and provided an update on Pedal the Petrified registrations.

4.A.6. Human Resources

Written Report.

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)

Mr. Robinson noted he would attend an All-Trustee meeting of AACCT and asked Board members for input on challenges and successes from Northland Pioneer College over the last year to share during the event.

4.A.9 President's Report

President Hazelbaker addressed the Board and provided a report on topics including: a special Board meeting later in the week; Skills USA State competition; progress on Strategic Initiatives; the searches for a Chief Information Officer and Associate Vice President – Human Resources; and NPC Outstanding Graduates.

Board Members discussed their availability for a special meeting later in the week with the majority available Wednesday, April 19 at 5:30 p.m.

4.B. 2023-24 Introductory Budget Analysis

VPAS Ellison provided a preliminary look at the 2023-24 budget noting that a state budget was not yet approved so the college was using estimated revenues.

4.C. Enrollment Report

Frank Orona, Director of Enrollment Management, addressed the Board and provided the enrollment figures for Spring 2023.



Mr. Robinson asked what programs or initiatives may have influenced enrollment. Director Orona noted the “This Class is on Us” initiative which allowed employees to provide a 3-credit tuition waiver to students encourage enrollment.

Chair Laughter commented that Monument Valley High School held a College Career Day and was disappointed that NPC was not able to attend. Mr. Lucero asked what the population in Kayenta currently stood at. President Hazelbaker noted that he had recently looked over the information and knew it was 5634 and was committed to getting a population map to the board in the future.

4.D. Procurement Policy

Mr. Lucero asked for clarification on comments made at the February meeting about contingency amounts being included in purchases at the college. VPAS Ellison responded that the quote NPC receives if the amount the Board is asked to approve and no contingency was added by the college. VPAS Ellison also noted that the only change to a vendor quote would be the addition of City of Holbrook tax that some vendors were not including in their original quote and the college tried to be clear in the recommendation when this was added.

Agenda Item 5: Consent Agenda

- A. March 21, 2023 Regular Board Meeting Minutes**
- B. New Program** – Behavioral Health Studies certificates and degree: Behavioral Health Certificate of Proficiency (CP), Behavioral Health Technician Certificate of Applied Science (CAS), and Behavioral Health Studies Associate of Applied Science (AAS).
- C. New Program** - Health & Physical Education certificates and degree: Sports Medicine (CP), Personal Training & Rehabilitation (CP), Physical Health & Performance (CAS, AAS)

Mr. Robinson made a motion to approve the consent agenda as presented. Mr. Leslie seconded the motion. The motion carried upon a roll-call vote with 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. Board Member Travel to Association of Community College Trustees (ACCT) Leadership Congress

Paul Hempsey, Recording Secretary to the Board, addressed the board and requested approval for Mr. Robinson to travel to Las Vegas, NV for the ACCT Leadership Congress in October 2023.

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



6.B.2. Request to Approve 2023-2024 Preliminary Budget

VPAS Ellison reviewed the recommended 2023-2024 preliminary budget and asked the Board to approve.

Mr. Lucero confirmed the Retirement Indebtedness was required in case anything would happen to the Arizona State Retirement System.

Mr. Robinson made a motion to approve the 2023-2024 Preliminary Budget as presented. Mr. Lucero seconded. The motion carried upon a roll-call vote with Mr. Lucero, Mr. Robinson, Mr. Leslie and Chair Laughter voting in favor. There were no votes against.

6.B.3. Request to Approve 2023-2026 Preliminary Capital Budget

VPAS Ellison reviewed the 2023-2026 preliminary capital budget and asked the Board to approve.

Mr. Robinson made a motion to approve the 2023-2026 Preliminary Capital Budget as presented. Mr. Lucero seconded. The motion carried upon a roll-call vote with Mr. Lucero, Mr. Robinson, Mr. Leslie and Chair Laughter voting in favor. There were no votes against.

6.B.4. 2025-2026 Academic Calendar

Wei Ma, Dean of Instructional Innovation, addressed the Board and reviewed the recommended 2025-2026 Academic Calendar and asked for approval.

Mr. Robinson made a motion to approve the 2025-2026 Academic Calendar as presented. Mr. Lucero seconded. The motion carried upon a roll-call vote with Mr. Lucero, Mr. Robinson, Mr. Leslie and Chair Laughter voting in favor. There were no votes against.

6.B.5. Request to Approve Purchase of Backup Servers, Tape Drives, and Accessories

President Hazelbaker presented the request to purchase servers, tape drives, and accessories from International Corp for a total cost of \$62,981,87.

Mr. Lucero made a motion to approve the purchase of servers, tape drives, and accessories from International Corp for a total cost of \$62,981,87 as presented. Mr. Robinson seconded. The motion carried upon a roll-call vote with Mr. Lucero, Mr. Robinson, Mr. Leslie and Chair Laughter voting in favor. There were no votes against.

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

None.

Agenda Item 8: Board Report/Summary of Current and Upcoming Events

A list of upcoming events was provided in the agenda for Board Discussion. Mr. Robinson noted that the High Country Barbershop Chorus Annual Show, was now limited to one performance on July 29 at 3 pm in the Blue Ridge High School Auditorium, Lakeside.



Agenda Item 9: Announcement of Next Regular Meeting

Regular District Governing Board meeting on Tuesday, May 16, 2023 at 10 a.m.

Agenda Item 10: Adjournment

The meeting was adjourned at 11:30 a.m. upon a motion by Mr. Robinson and a second by Mr. Lucero. The motion carried upon a roll-call vote with Mr. Lucero, Mr. Robinson, Mr. Leslie, and Chair Laughter voting in favor. There were no votes against.

Respectfully submitted,



Paul Hempsey
Recording Secretary to the Board

Approved

