

Navajo County Community College District Governing Board Meeting Minutes

May 17, 2022 – 10:00 a.m.
Painted Desert Campus, Tiponi Community Center
2251 East Navajo Boulevard, Holbrook, Arizona

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

Governing Board Member Absent: Mr. Derrick Leslie.

Others Present: President Chato Hazelbaker; 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; Recording Secretary to the Board Paul Hempsey; Norvita Charleston; Colleen Readel; Bob Readel; Amanda Readel; Curtis Stevens; Allison Landy; David Borofsky; Betsy Wilson; Nicole Ulibarri; David Huish; Pam Dominguez; Rickey Jackson; Josh Rogers; Terrie Shevat; Gail Campbell; Amelinda Webb; Ann Hess; Cassie Dows; Frank Pinnell; Diane Joe; Jorge Meza; Lauren Maestas; Lia Keenan; Melody Niesen; Michael Broyles; Raeann Brittain; Hallie Lucas; Talaina Kor; Ruth Zimmerman; Rebecca Hunt; Wei Ma; Tamara Osborne; Olivia Jaquez; Jeremy Raisor; Matt Weber; Jeanette Hancock; Frank Orona.

Agenda Item 1: Call to Order and Pledge of Allegiance

Chair Laughter called the meeting to order at 10:21 a.m. and led the Pledge of Allegiance.

Agenda Item 2: Adoption of Agenda

Mr. Robinson moved to adopt the agenda as presented. Mr. Lucero seconded the motion. The motion carried upon a roll-call vote with Mr. Jouen, 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: Award of Emeritus and Meritorious Status

a. Colleen Readel

President Hazelbaker addressed the Board and asked the Board to approve the recommendation to award Emeritus status to Colleen Readel.

Mr. Jouen moved to approve the award of Emeritus status to Colleen Readel. Mr. Robinson seconded the motion. The motion carried upon a roll-call vote with Mr. Jouen, Mr. Lucero, Mr. Robinson, and Chair Laughter voting in favor. There were no votes against.



VPAS Ellison presented the award of Administrative Emeritus to Colleen Readel, detailing the long history and achievements of Colleen's service at the college.

b. Rickey Jackson

VPLSS Solomonson presented the award of Administrator Emeritus to Rickey Jackson, thanking him for his service and providing highlights from his life and career both during his time at the college as well as prior to joining.

c. Michael Chance

Curtis Stevens noted that Michael Chance could not be at the meeting this morning but would be provided with the Meritorious Service award at a later date and spoke of the way Michael supported students at the college and would be greatly missed.

Agenda Item 5: Discussion Items

5.A. Standing Presentations:

5.A.1. Financial Position

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

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

No Report.

5.A.3. Faculty Association

Melody Niesen, outgoing Faculty Association Co-President, introduced the new Co-Presidents, Ryan Jones, Faculty in English, and Frank Pinnell, Faculty in Welding, and asked Frank Pinnell to provide some highlights from the recent completer ceremonies and job fair.

Melody Niesen and Dr. Amelinda Webb thanked the President and Board for supporting faculty throughout the year.

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

No Report.

5.A.5. NPC Friends and Family

Betsy Wilson, Director of NPC Friends and Family, addressed the Board and provided an update on recent, and upcoming, activities as well as highlighting scholarship awards for the Fall semester.

5.A.6. Human Resources

Written Report.

President Hazelbaker highlighted some of the positions on the report that had been recently filled.



5.A.7. Construction Report

David Huish, Director of Construction, provided a report on the construction projects around the college.

Mr. Robinson confirmed that APS (Arizona Public Service) would not be available for some time to complete electrical work. Director Huish noted it would be September before they were on site and the project would be completed in September or October.

Mr. Lucero asked when the work at Show Low would be complete. Director Huish responded that it was scheduled to be complete on December 27th, 2022 but arrangements had already been made to allow college equipment to be moved in while finishing touches were ongoing. This should allow students to utilize the building for Spring 2023.

5.A.8. President's Report

President Hazelbaker thanked members of the Board for their participation in Commencement on Saturday and for passing the budget earlier in the meeting.

President Hazelbaker followed Director Huish report on construction at the Silver Creek Campus with more information on the pilot One Stop Shop model the college planned to begin. President Hazelbaker reported on some exciting grant opportunities the college was investigating that may also help with these efforts.

President Hazelbaker noted the disappointment on not hiring an Associate Vice President – Human Resources (AVPHR) this last round but provided details on how the college would move forward. Mr. Lucero asked when the redesigned advertisements for an AVPHR search would go out. President Hazelbaker commented that he believed they would start being published around July 1st.

President Hazelbaker informed the Board on recent developments on the accreditation process and what the Higher Learning Commission (HLC) may be looking at specifically during the next visit. Mr. Jouen asked when we should expect the next onsite visit by HLC and Dr. Judy Yip-Reyes provided the visit schedule.

5.B. Enrollment Report

President Hazelbaker provided the Enrollment Report for Spring 2022 with a year-on-year comparison. President Hazelbaker also provided information on the efforts to grow enrollment in the future.

Mr. Lucero asked what percentage of students were considered full-time and how many were above the full-time load at the college. President Hazelbaker responded that between 18-20% of students were full-time and he would have to pull the data on how many were above the full-time load and provide it to the Board at a later date.



5.C. Baccalaureate degrees at Northland Pioneer College

Dr. Allison Landy, Associate Dean Educator Programs, addressed the Board and provided a progress update from the Ad Hoc task force looking at the potential of offering Baccalaureate degrees at NPC.

Mr. Lucero asked if the college would know the number of new faculty needed to operate a Baccalaureate degree program in Early Childhood Education, and space for the program. Dr. Landy responded that the college should be able to provide a very good estimate. President Hazelbaker responded that a business plan was part of the discussion and would inform a decision on space needs.

Mr. Jouen asked about state funding for Baccalaureate degrees. President Hazelbaker responded that he would be meeting with the college lobbyist to discuss the bill language as it was unclear what a state appropriation might look like and what can be charged for tuition. Mr. Lucero noted that it would be beneficial to keep tuition low and take advantage of it. President Hazelbaker agreed and also discussed Financial Aid and the potential for the college to offer loans. Dr. Landy provided information on what Maricopa Community College District was planning.

Mr. Jouen noted the need to market Baccalaureate degrees within the communities as there is an incorrect perception that they will impact property taxes.

Chair Laughter thanked Dr. Landy for the presentation and asked about the gap in Financial Aid for the first cohort of students. Dr. Landy noted that it is only Pell grants the students could not avail themselves of but there were plenty of scholarship options through NPC Friends and Family or external entities. Dr. Landy also noted that her department did one-on-one advising and part of that was scholarship applications.

5.D. President's Evaluation

President Hazelbaker reviewed the process for his review by the Board and college.

Chair Laughter asked Secretary Robinson to assume Chair duties as she was experiencing connection issues.

Agenda Item 6: Consent Agenda

- A. March 15, 2022 Regular Board Meeting Minutes**
- B. March 15, 2022 Work Session Minutes**
- C. April 19, 2022 Regular Board Meeting Minutes**
- D. Board Policies 1000 through 1962**

Mr. Lucero asked for item D be removed for discussion.

*Mr. Jouen moved to remove Item D and approve items A, B, and C from the Consent Agenda as presented. Mr. Lucero seconded the motion. **The motion carried upon a roll-call vote with Mr. Jouen, Mr. Lucero, Mr. Robinson, and Chair Laughter voting in favor. There were no votes against.***



6.D. Board Policies 1000 through 1962

Chair Lucero asked for an amendment to Policy 1117 which was becoming Policy 1016. The Board, with help from President Hazelbaker and Dr. David Borofsky, discussed the proposed language updates, with Dr. Borofsky offering to work with Mr. Lucero on drafting an additional policy to address the discussed needs.

*Mr. Jouen moved to approve Policies 1000 through 1962 as originally presented and to ask Dr. Borofsky to assist with creation of an additional policy to address Mr. Lucero's concerns. Ms. Laughter seconded the motion. **The motion carried upon a roll-call vote with Mr. Jouen, Mr. Robinson, and Chair Laughter voting in favor. Mr. Lucero voted against.***

Secretary Robinson called for a short break. Mr. Jouen left the meeting at 12:25 p.m.

Agenda Item 7: For Discussion and Possible Action

7A. Old Business

None.

7B. New Business

7.B.1. Board Chair Travel to ACCT Leadership Congress

President Hazelbaker reviewed the request to approve travel for Chair Laughter to attend the Association of Community College Trustees (ACCT) Leadership Congress.

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

7.B.2. Resolution Supporting Establishment of Mr. Daniel Peaches Presidential Scholar

President Hazelbaker outlined the creation of a scholarship in honor of former Board member Daniel Peaches and asked for the current Board to provide their support.

Betsy Wilson clarified that the Friends and Family Board had not yet approved the new scholarship but she did not feel it would be an issue.

*Mr. Lucero made a motion to support the creation of a scholarship in honor of Mr. Daniel Peaches as presented. Ms. Laughter seconded. **The motion carried upon a roll-call vote with Mr. Lucero, Mr. Robinson, and Chair Laughter voting in favor. There were no votes against.***

7.B.3. Request to Approve Tower Maintenance Contract

President Hazelbaker reviewed the request to award a contract for tower maintenance and support services to JTS as a sole source provider.

*Mr. Lucero made a motion to approve the contract with JTS in the amount of \$110,155.90 as presented. Ms. Laughter seconded. **The motion carried upon a roll-call vote with Mr. Lucero, Mr. Robinson, and Chair Laughter voting in favor. There were no votes against.***



7.B.4. Request to Approve Equipment Warranty

President Hazelbaker reviewed the request to purchase warranty on the recently purchased Cisco equipment noting the funding would also come from the Rural Utilities Services – Distance Learning and Technology (RUS-DLT) grant for a total cost of \$47,945.37

*Mr. Lucero made a motion to approve the purchase of a warranty from CDW-G for a total cost of \$47,945.37. Ms. Laughter seconded. **The motion carried upon a roll-call vote with Mr. Lucero, Mr. Robinson, and Chair Laughter voting in favor. There were no votes against.***

7.B.5. Request to Approve the Designs for Parking Lot Expansion & Front Office Remodel

VPAS Ellison asked Director Huish to present the designs for parking lot expansion and the Learning Center remodel at the Winslow Campus.

Mr. Lucero asked if there was a way to connect the new parking lot to the road from the south rather than have everyone drive a full circle around the college buildings. Director Huish responded that the college property did not connect to the road at any other location. Mr. Lucero suggested a connection south of the Blunk Health Sciences Center, even if it was one way. Director Huish responded that it could be a possibility for the future if it would not interfere with any expansion of the Blunk Health Sciences Center.

Mr. Robinson asked if more handicap parking spaces would be required. Director Huish responded that the grade change between the new parking area and campus buildings would rule out handicap parking being included, but he would be working with the designers to potentially add more spaces in the parking lot immediately adjacent to the Blunk building.

Mr. Lucero asked if staff at the Winslow Campus had seen and approved the plans. President Hazelbaker responded that it had been a topic at the recent listening session on campus.

*Mr. Lucero made a motion to approve the designs for Parking Lot Expansion & Front Office Remodel at the Winslow campus as presented. Ms. Laughter seconded. **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 8: DGB Agenda Items and Informational Needs for Future Meetings

Mr. Robinson noted the request for additional policy language from Mr. Lucero for the June meeting.

Mr. Robinson also noted that he and Chair Laughter had met with Dr. Jan Brocker, Chair of the Gila Provisional Community College board, about being an educational partner during their application for accreditation and suggested a discussion be added to a future agenda.



Agenda Item 9: Board Report/Summary of Current Event

Chair Laughter commented on the recent meeting of the Arizona Association of Community College Trustees who visited the Helios Foundation building in Phoenix and the amount of information they had which the college could potentially make use of.

Mr. Robinson announced the Fire Science Completers ceremony on Wednesday, May 18th starting 6:00 p.m. at the Performing Arts Center. The White Mountain Symphony Orchestra would play a concert on June 4 starting 3:00 p.m. at the Show Low School District Auditorium. The Barbershop Chorus would have a concert at Blue Ridge High School on July 23 at 1 p.m. and 6 p.m.

Agenda Item 10: Announcement of Next Regular Meeting

Regular District Governing Board meeting on Tuesday, June 21, 2022 at 10 a.m.

Agenda Item 11: Adjournment

Secretary Robinson declared the meeting adjourned at 1:06 p.m.

Respectfully submitted,



Paul Hempsey
Recording Secretary to the Board

