Navajo County Community College District
Governing Board Regular Meeting Minutes

August 18, 2026 – 10:00a.m.

Northland Pioneer College Painted Desert Campus
Tiponi Community Center Board Room
2251 East Navajo Boulevard, Holbrook, AZ 86025

Governing Board Members Present: Chair Everett Robinson; Mr. Porter Black; Ms. Rosie Sekayumptewa; Ms. Kristine Laughter; Derrick Leslie (Remote – left at 11:00am)

Governing Board Members Absent: None

Others Present: President Von Lawson; EVPLSS Michael Solomonson; VPAS Maderia Ellison; VPHR Nicole Ulibarri; AVP Michael Jacob; AVP Rich Chanick; Julia Wilson; Josh Rogers; Horacio Luna; Rennie Gonzales; Dr. Alexander Henderson; Dr. Michael Broyles; Pat Lopez; Francis Skibicki; Chelsea Wood; Justin White; Russell Kupfer; Colleen Marsh; Jeff Strong; Julia Strong; Betsy Ann Wilson; Ed Wilson; Craig Boston; Elaine Young; Jennifer Russell; Gary Moulton; Laura Singleton; NAVIT Superintendent Matt Weber

Remote Attendees: Lia Keenan; Dr. Farah Bughio; Jessica Kitchens; Norvita Charleston; Dr. Jeri Lastine; Tia Owens; Rhonda Paladino; Erika Lord; Dr. Alexandrea Stritmatter; Candace Morehouse; Barbara Dixson; Karen Zimmeman; Jennifer Brimhall; Rickey Jackson; Jesse Reeck; Scott Waite; Chun-Hung Wang; Rebeccah Sweet; Pat Lopez; Kenneth Coggin; Dr. Wei Ma; Jeanette Hancock; Luann Crosby; Susan Jensen; Daphne Brimhall; Brynna Johnston; Muriel Metcalf; Talaina Kor (Painted Desert Tribune); Katie Matott; Benjamin Turner; Rebecca Hunt; Libby James; Jodie Humphrey; Dr. Jeremy Raisor

Agenda Item 1: Call to Order and Pledge of Allegiance

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

Agenda Item 2: Adoption of Agenda

Chair Robinson recommended Agenda Items 6, 7, 8 be moved to follow Agenda Item 3 to accommodate Mr. Leslie's schedule. The Board agreed and the modified agenda was approved.

Agenda Item 3: Call to the Public

Ed Wilson requested and received permission to address the Board. The Board did not comment on the statements, but will consider the matters at a future meeting.

Agenda Items 6, 7, 8 were moved to follow Agenda Item 3

Agenda Item 6: Consent Agenda

A. June 16, 2026 Regular Board Meeting Minutes (Julia Wilson)
B. July 10, 2026 Special Board Meeting Minutes (Julia Wilson)
C. July 28, 2026 Special Board Meeting Minutes (Julia Wilson)
D. July 10, 2026 Special Board Meeting Executive Session Minutes (Chair Robinson)
E. July 28, 2026 Special Board Meeting Executive Session Minutes (Chair Robinson)

Chair Robinson called for the vote to approve the Consent Agenda as presented. Mr. Black, Ms. Sekayumptewa, Ms. Laughter and Chair Robinson voted in the affirmative. Mr. Leslie left the meeting at 11:00 – he was not present for this vote. There were no votes against.

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Agenda Item 7: For Discussion and Possible Action

7.A. Old Business

There was no old business to review.

7.B New Business

7.B.1 **Request to approve lease in Springerville**

VPAS Ellison requested the Board approve a 5-year lease agreement for the facilities in Springerville.

Chair Robinson called for the vote to approve the 5-year lease agreement for the facilities in Springerville with Mr. Black, Mr. Leslie, Ms. Sekayumptewa, Ms. Laughter and Chair Robinson all voting in the affirmative. There were no votes against.

7.B.2 **Request to approve Ellucian Contract for the Office of Institutional Effectiveness**

VPAS Maderia Ellison requested the Board approve a contract with Ellucian for managed services for the Office of Institutional Effectiveness.

Chair Robinson called for the vote to approve a contract with Ellucian for managed services for the Office of Institutional Effectiveness in the amount of $78988.58 with Mr. Black, Ms. Sekayumptewa, Ms. Laughter, Mr. Leslie and Chair Robinson all voting in the affirmative. There were no votes against.

7.B.3 **Request to approve annual Managed Services with HyeTech**

AVP Michael Jacob requested the Board approve the annual contract for Managed Services with HyeTech. Ms. Laughter asked for additional clarification on the scope of services that HyeTech provides. Mr. Jacob explained that HyeTech assists with network issues and outages and that internet service outages are outside of the scope of this contract/provider. Mr. Jacob noted that the contract price has gone up since last year, but that the subscription services included in the contract are an upgrade from previous years. He noted that our previous subscription service plan was no longer available.

Chair Robinson called for the vote to approve the annual contract with HyeTech for managed services in the amount of $73,350 with Mr. Black, Ms. Sekayumptewa, Ms. Laughter, Mr. Leslie and Chair Robinson all voting in the affirmative. There were no votes against.

7.B.4 **Request to approve annual Microsoft Volume Licensing**

AVP Michael Jacob requested the Board approve the Annual Microsoft Volume licensing agreement for 2026-2027.

Chair Robinson called for the vote to approve the annual contract for Microsoft Volume Licensing in the amount of $83471.69 with Mr. Black, Ms. Sekayumptewa, Ms. Laughter, Mr. Leslie and Chair Robinson all voting in the affirmative. There were no votes against.

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7.B.5 **Request to approve design fees for library renovations**

Director of Facilities and Transportation Justin White requested the Board approve design fees for library renovations across multiple campuses. Ms. Sekayumptewa asked if these renovations were just for campuses. Mr. White explained that the renovations would start in the campuses because they are the same exact building. He also noted that the campus in Hopi already has the right setup and the other campuses do not.

Chair Robinson called for the vote to approve the design fees for library renovations with SPS+ Architects in the amount of $143,554 with Mr. Black, Ms. Sekayumptewa, Ms. Laughter, Mr. Leslie and Chair Robinson all voting in the affirmative. There were no votes against.

7.B.6 **Request to approve additional design fees for the Winslow Cosmetology project**

Director of Facilities and Transportation Justin White requested the Board approve design fees for the Winslow Cosmetology project. Mr White explained that these fees were related to taking underground core samples of the existing building to ensure everything is structurally sound. He noted that there are 90% plans of this construction project available for the Board to review.

Chair Robinson called for the vote to approve the additional design fees for the Winslow project with SPS+ Architects in the amount of $73,800 with Mr. Black, Ms. Sekayumptewa, Ms. Laughter, Mr. Leslie and Chair Robinson all voting in the affirmative. There were no votes against.

7.B.7 **Request to accept funds from Arizona Public Services**

AVP Rich Chanick requested the Board accept $25000 from Arizona Public Services to support the matching funds needed for the NATC track repaving.

Chair Robinson called for the vote to accept the funds from Arizona Public Service with Mr. Black, Ms. Sekayumptewa, Ms. Laughter, Mr. Leslie and Chair Robinson all voting in the affirmative. There were no votes against.

7.B.8 **Presidential Directives from the Board**

Chair Robinson presented Dr. Lawson several directives from the Board.

The board entered Executive Session at 10:33 a.m. and returned to public session at 11:57 a.m.

7.B.9 **Executive Session 1**

Pursuant to Arizona Revised Statute 38-431.03(A)(1) the Board may vote to enter Executive Session for discussion or consideration regarding the employment, assignment, promotion, salary, demotion, dismissal, disciplining, or resignation of a public officer related to President Lawson.

7.B.10 **Executive Session 2**

Pursuant to Arizona Revised Statute 38-431.03(A)(4) the Board may vote to enter Executive Session to consider its position and instruct its attorneys regarding pending litigation.

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7.B.11 **Action from Executive Sessions 1 & 2**
No actions were taken from Executive Session 1 & 2.

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

Chair Robinson asked the Board to consider moving the October meeting to October 27th. Chair Robinson commented that there would be a report on the Expenditure Limit at the September meeting.

The regular meeting agenda proceeded with Agenda Item 4.

Agenda Item 4:

4.A Standing Presentations

4.A.1. Financial Position
Vice President Ellison provided the Board an update on financial results for the period July 1 through June 30.

- General Fund
    - General Fund revenues were approximately $41.5–$41.6 million, compared with a budget of approximately $40 million.
    - Tuition and fee revenue was approximately $3.6 million, below the budgeted $4.1 million and below the prior year's approximately $4.8 million.
    - Finance staff believed the missing student-system integration could account for roughly $1 million of the apparent tuition and fee shortfall.
    - State maintenance and operations funding was approximately $1.425 million, about $5,000 below the budgeted amount.
    - Equalization and rural aid were generally in line with budget.
    - Investment income was somewhat higher than anticipated, in part because funds associated with the Kayenta project remained invested longer than expected due to project delays.
    - Grants and contracts were generally close to budget and somewhat higher than the prior year.

  VPAS Ellison noted that General Fund expenditures were approximately $36.2 million, leaving an excess that would contribute to fund balance. The presentation emphasized that the college was managing expenditures in accordance with the approved annual budget.
- Unrestricted Grant Fund
    - Unrestricted fund showed approximately $9.5 million in revenues and $9.4 million in expenditures.

  VPAS Ellison noted that staff were still working through accruals associated with construction projects and delayed ERP-related invoices. Approximately $6 million remained available for Winslow/LCC construction activity, with the original construction budget around $14.7 million but expenditures currently around $9.3 million. The unspent amount was primarily associated with construction activity that had not yet occurred.
- Restricted Grant Fund
    - Restricted revenues were approximately $8.8 million, compared with a budget of $7.4 million. Expenditures were approximately $6.2 million. The difference was

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partly attributable to grant funds received in advance, including a grant that did not operate on the typical reimbursement model.

- Auxiliary Fund
    - The auxiliary fund produced approximately $400,000 in revenue, compared with a budget of about $700,000. Delays in the CDL program and the lack of integration between the student module and general ledger contributed to the lower amount. Cosmetology retail activity was also included in the auxiliary fund and was expected to be more accurately reflected after the system issues were resolved.
- Financial Reporting
    - Total cash inflows were approximately $60.3 million, compared with $50.8 million at the same point the previous year. Cash used was approximately $52.2 million, compared with $44.6 million the prior year, resulting in net cash used of roughly $8 million. Delays in planned expenditures meant that some funds would remain in fund balance.
    - The Board was also cautioned that future comparisons will become more complicated because NPC has historically reported much of this information on a cash basis and then converted it to accrual accounting at year-end. With Anthology, certain components are being handled on an accrual basis throughout the year. Consequently, FY2027 financial reports will not necessarily be directly comparable with FY2026 reports without additional explanation.
    - Property-tax receipts were reported as following the institution's historical pattern, Two major annual reports, the Annual Comprehensive Financial Report (ACFR) and the Single Audit Report were issued toward the end of February.

4.A.2. NPC Student Government Association (SGA)
No report.

4.A.3. NPC Faculty Association
No report.

4.A.4. Classified and Administrative Staff Organization (CASO)
No report.

4.A.5. Northland Pioneer College (NPC) Friends and Family
NPC Friends and Family Director Jesse Reeck presented the Board with an update on NPCFF activities.
Key activities included:

- Clean audit with no findings.
- For fall 2025, spring 2026, and summer 2026, it had provided approximately $251,630.85 in student support, including:
    - Scholarships:
    - Testing fees
    - Emergency funds
    - Grants and other forms of assistance

A new Kick Start Scholarship was piloted during the summer. The Board had approved $2,500 awards, and all 20 available awards were distributed to new students or students returning to NPC after an absence. Additional specialized scholarships were also awarded, including awards associated with nursing, massage therapy, graduates, and first responders.

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The organization also discussed a renamed White Mountain Fallen Firefighters Scholarship and additional support from the Darren Reed Foundation, which committed to five $1,500 awards each semester for first-responder students. These awards support students pursuing firefighting and EMT/paramedicine education.

Upcoming scholarship and transportation-grant applications were also announced. The organization reported a particularly successful silent auction and expressed appreciation for the support of NPC's classified and administrative employees.

The report also promoted the upcoming Pedal the Petrified cycling event scheduled for September 26, with continued opportunities for riders, volunteers, food donations, and supplies. Several community organizations and sponsors were recognized for supporting the event.

4.A.6. Human Resources

VPHR Nicole Ulibarri presented the Board with an update on HR activities.
Highlights included:

- **Emeritus Award for Jeff Strong:**
  Jeff Strong, a mathematics faculty member, served NPC for approximately 12½ years and had accumulated approximately 38 years of teaching experience overall.
  Strong expressed appreciation for the recognition and said he intended to continue teaching. He planned to work as an adjunct during the coming year and potentially return in the future. He spoke warmly about NPC, his colleagues, administration, and the opportunity to work with students.
- Employee Turnover
  - HR reported that the college had recently conducted its largest new-employee orientation of the year, reflecting significant hiring activity.
  - The final employee census showed an approximately 8.98% turnover rate, slightly lower than the previous year. HR indicated that more detailed turnover information by employment category would be available once additional external data were published.
- Training and Development
  - NPC launched an all-college NeoEd system orientation on August 10. The initial training was intended to familiarize employees with the new system, and completion was expected by September 10.
  - Supervisor training was scheduled for August 26 to help supervisors:
    - Navigate NeoEd
    - Monitor employee training completion
    - Work with employees on training requirements
- Employee Wellness
  - Approximately 50 employees were regularly using services at Thrive. HR was exploring ways to make the wellness program more accessible to employees outside the Show Low area.
  - Upcoming wellness activities included:
    - A back-to-school sound bath at Silver Creek
    - A "Building a Healthier Brain" program broadcast from the White Mountain campus
    - A new Thrive employee website/portal for centralized wellness information

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- Ms. Laughter specifically asked whether wellness services were reaching employees in outlying communities. Ms. Ulibarri responded that Thrive had already conducted two events at each NPC location and had received positive responses from employees.

4.A.7 Construction Report
Director of Facilities Justin White presented the Board with an update on various construction projects.

- Kayenta
  - The project had progressed to the point where the walls were up and crews were preparing to begin the third lift of scaffolding, following two previous four-foot lifts. Structural beams were being installed to support the building's interior meeting areas.
  - A beam-signing ceremony was planned for August 31 at noon. Faculty, staff, Board members, and others would have an opportunity to sign a structural beam before it was installed, creating a permanent record of those involved in the project. The college also hoped future graduates would have opportunities to sign the beam.
    - Because the site was active construction, participants were required to wear hard hats and closed-toe shoes. The project was reported to be progressing well, with no significant complaints from the nearby hospital or people traveling the adjacent road.
    - A brief discussion also addressed road conditions near the project, including flooding and the condition of a shortcut road. An alternate route was suggested as a safer and smoother option.
- Winslow Cosmetology
  - The Winslow project had reached approximately 90% plans. The college was considering several procurement approaches:
    - Issuing an RFP for contractor bids;
    - Asking the existing construction manager at risk to undertake the work; or using an existing job-order contractor.
- Library
  - The library project remained in the planning/drawing phase**.** Discussions were continuing regarding proposed changes, with additional information expected at a future Board meeting

4.A.8. Leadership Council
No report.

4.A.9 ERP Implementation Update
Project Manager Colleen Marsh presented an update to the Board on the ERP Implementation Project.
Ms. Marsh emphasized that substantial progress had been achieved despite an unusually difficult implementation environment. The project involved replacing approximately 50 years of historical data, customized processes, and legacy systems. The institution also experienced changes in personnel, leadership changes, loss of institutional knowledge, changes in implementation partners, and significant reductions in vendor resources.
Ms. Marsh characterized NPC's ability to reach multiple successful go-lives despite those circumstances as a major institutional accomplishment.

- Successful Integrations

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- Many of the ERP-related systems were live and functioning. Successful integrations included connections involving:
    - Student information
    - Blackboard
    - National Student Clearinghouse
    - Maxient
    - E-campus/bookstore functions
    - Other student-related systems

Ms. Marsh stated that approximately six of these integrations were live, with the major remaining issue involving the Rave emergency-management integration.

- Major Risks
    - The most significant concern was the group of **Finance, HR, and Payroll (FHP)** integrations.
        - HR to ADP
        - Finance to ADP
        - NeoEd to HR
        - Finance/HR/Payroll connections with the student system
        - Faculty workload and payroll-related integrations

  Several of these systems had been designed or partially developed but were not yet fully operational. Some had been tested and revealed issues requiring vendor resources that were no longer available.
  A major problem was the loss of Anthology/Ellucian developers and integration specialists. The vendor reportedly had no available internal "bench" resources capable of immediately taking over some of the work. This was directly affecting the timeline.
- Budget Implications
  The ERP project budget had been developed before the college knew about the extent of vendor staffing reductions and other changes. Consequently, expenditures expected to occur during the previous fiscal year were being shifted into the current fiscal year.
  Ms. Marsh explained that this did not necessarily mean the overall project budget approved in 2023 had been increased; rather, expenses and the project timeline were shifting between fiscal years because reduced vendor resources were extending the schedule. Additional budget requests could nevertheless become necessary.

Ms. Laughter questioned why NPC was having to perform manual work when the vendor was contractually responsible for developing automated integrations. The Board member also asked whether NPC should receive a refund, discount, or other concession for services that had not been delivered as expected.
VPAS Ellison explained that the college was actively discussing potential concessions with Anthology. Over approximately eight months to a year, senior college leaders had been communicating with Anthology ownership regarding:

- Monetary concessions
- Refunds or discounts
- Additional vendor support
- Additional resources needed to complete the project

The Board was particularly concerned about the delayed Rave integration because Rave is the emergency-notification system used for emergency alerts, cancellations, campus closures and other urgent closures. The Board emphasized that student safety should make completion of the Rave integration a high priority.

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VPAS Ellison clarified that NPC still had emergency notification capability. The issue was that new student information could not yet flow automatically into Rave. Staff were manually exporting student information and uploading it into Rave, using essentially the same process that had existed under the previous system.
Ms. Marsh stated that Rave was the top priority on the student-side integration list. Once the design was approved and vendor development resources were assigned, development, testing, and go-live could potentially take one to two month**s**, although no firm completion date was provided.
VPAS Ellison also identified concerns with:

- Finance reporting
- Permissions and access rights
- Customized financial reports
- The ability of employees to operate efficiently in the new system
- Remaining integrations
- Vendor staffing and support

VPAS Ellison noted that some reports were available, but there were still permission issues that could allow individuals to see information they should not have access to.
The Board reiterated its expectation that NPC receive everything it paid for under the Anthology contract and that management pursue appropriate remedies for gaps or delays.
VPAS Ellison acknowledged that implementation would require continued close monitoring and that employees would need additional time to become fully proficient with the new system even after technical issues were resolved.

5.A.10 External Relations
AVP Rich Chanick began his report to the Board by introducing the Director and Staff of the Small Business Development Center.
SBDC Director Craig Boston presented the Board the following information:

- SBDC performance at approximately 136% of its four performance goals established by the U.S. Small Business Administration and the Arizona State Board.
- Local client satisfaction was extremely strong
    - 100% of surveyed clients indicated SBDC staff were welcoming, respectful, and responsive.
    - 91.8% strongly agreed that their meeting with SBDC was worth their time.
    - **97.9%** strongly agreed that SBDC personnel were knowledgeable and expert in helping with their businesses.
- The SBDC director emphasized that the center assists entrepreneurs with starting businesses, overcoming challenges, growing existing businesses, and creating jobs throughout northeastern Arizona. He also emphasized that the center's success is closely tied to NPC's role as its host.

The Board expressed appreciation for the SBDC's contribution to the region.

AVP Chanick then provided an External Relations update to the Board.

- Government Official Visits
    - Congressman Crane recently toured NPC and experienced the CDL simulator. The visit was described as very positive, and the Congressman's staff indicated an openness to future discussions about congressionally directed spending.
    - The college was also preparing for a visit from Dr. Coral Evans, Northern Arizona Director for Senator Mark Kelly. Dr. Evans plans to engage in discussion concerning

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nursing and potential medical facilities in Winslow, including meetings with government and health-care representatives.

- Grant Funding
  - NPC received an opportunity to increase its request under a rural health transition grant from approximately $1.2 million to as much as $2 million.
  - Administration emphasized that the larger request did not guarantee a larger award, but the invitation to increase the request was viewed positively.
  - The college was also considering a **$25,000 request** from NPC Friends & Family to support the NATC program. That request had been tabled, and administration expected to report back on its status.
- Community Outreach
  - NPC planned to reinstitute a Volunteer Income Tax Assistance program, with services extending throughout the college's geographic service area, including Kayenta, Hopi, and other outlying locations.
  - Additional outreach would include participation in community holiday activities and the upcoming Hopi Economics Summit.
- Health-Care Partnerships
  - Administration reported plans to meet with:
    - Winslow Indian Health Center
    - Hopi Health Center
    - Kayenta Health Center
    - Sage Memorial Hospital
    - Little Colorado Medical Center
    - Summit Healthcare

AVP Chanick reported that the goal was to better understand the region's medical workforce and training needs and determine how NPC could respond through its programs.
The college was also becoming involved earlier in planning for major infrastructure projects, including water facilities associated with the White Mountain Apache Tribe. Administration emphasized that being involved during the planning stage would allow NPC to identify workforce and educational opportunities before projects were fully underway.

4.A.11. Chief of Staff

Dr. Lawson asked for Ms. Hunt be excused from this meeting and stated that she will provide an update to the Board in September.

4.A.11. ACCT Federal and State Update

Chair Robinson reported that Mr. Leslie had to leave the meeting so no report was available.

Agenda Item 5: President's Report

Dr. Lawson highlighted the completion and implementation of NPC's strategic plan. Strategic priorities were being implemented across the district, with institutional leaders and cross-functional teams involved in the work.
The President identified several accomplishments:

- Institutional Strengthening
  - NPC had continued efforts to strengthen its institutional foundation and improve the use and quality of data.
- Accreditation Readiness

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    - The college had advanced its accreditation readiness by cross walking institutional processes against strategic plans and ensuring that areas without appropriate strategic plans were developing them. The Board was told that a more comprehensive presentation would be provided at the next meeting.
- Student Spaces
    - NPC had begun transforming student spaces, including library improvements. The President also reported that the college had advanced discussions concerning student housing/living arrangements**,** with a proposal expected from Director White in September.
- Facilities and Construction
    - Dr. Lawson referenced the ongoing Kayenta work and planned Winslow cosmetology improvements as examples of strategic facilities decisions.
- Financial Strength
    - The President emphasized NPC's continued financial strength and its status as a debt-free institution**, c**rediting the finance leadership and employees throughout the college for maintaining that position.

Dr Lawson closed by recognizing the contributions of faculty, classified professionals, administrators, directors, and other employees and expressed strong optimism about NPC's upcoming year. He also emphasized the college’s continued commitment to legal compliance, transparency, accountability, and sound governance.

Agenda Item 9: Board Report/Summary of Current and Upcoming Events
Dr. Coral Evans Visit – August 24, 2026
High Country Barbershop Concert – August 29, 2026
Kayenta Beam Signing – August 31, 2026
Caregivers Conference – September 25, 2026
Pedal the Petrified – September 26, 2026
Ms. Sekayumptewa requested information on NPC’s recruiters and their activities to be presented at the next Board meeting.

Agenda Item 10: Announcement of Next Regular Meeting
Chair Robinson announced the next regular meeting of the DGB would be held September 15, 2026.

Agenda Item 11: Adjournment
Chair Robinson declared the meeting adjourned at 1:16 p.m.

Respectfully Submitted,

Julia Wilson

Julia Wilson
Recording Secretary to the Board

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