

Navajo County Community College District Governing Board Meeting Minutes

February 15, 2011 – 11:00 a.m.
2251 East Navajo Boulevard, Holbrook, Arizona, 86025

Governing Board Member Present: Bill Jeffers, Ginny Handorf, Louella Nahsonhoya, E.L. Parsons and Daniel Peaches.

Staff Present: President, Jeanne Swarhout; Vice President, Blaine Hatch; Vice President, Mark Vest; Information Services Director, Eric Bishop; Recording Secretary to the Board, Russell Dickerson.

Others Present: Everett Robinson, Ann Hess, Linda Kor, Ina Sommers, Rickey Jackson, Maderia Ellison, Karalea Cox, Peggy Belknap, Gary Mack, Don Fisher and Linda Morrow.

Agenda Item 1: Call to Order and Pledge of Allegiance

Chairman Jeffers called the meeting to order at 11:05 a.m. Mr. Peaches led the Pledge of Allegiance.

Agenda Item 2: Adoption of Agenda

Mr. Peaches moved to adopt the agenda with the provision that the Board reserve the option to address Agenda item 6.A., Oath of Office and Seating of District 2 Board Member as determined by availability of the Navajo County School Superintendent, Linda Morrow. Ms. Handorf seconded the motion. *The vote was unanimous in the affirmative.*

Agenda Item 3: Call for Public Comment

None.

Agenda Item 4: Reports

4.A. – Financial Position – Vice President Hatch

Mr. Hatch presented the financial position report through the end December 2010 and noted that half of the fiscal period has expired. Mr. Hatch reported that property tax receipts are at expected levels for this time of the year and stated that he does not anticipate significant property tax collections until April or May of 2011. Mr. Hatch reported that general fund revenues are in line with expectations, currently at 58%. Mr. Hatch notified the Board that a new budget line has been created in an effort to more effectively track out of county reimbursements. Mr. Hatch reported that general fund expenditures are at 37% with half the fiscal period expired; unrestricted plant fund revenues, comprised of transfers from the general fund, are at 50%, expenditures at only 9%; restricted fund revenues are lagging behind expenditures by about \$1.2 million due primarily to the outlay of student financial aid; and auxiliary fund revenues and expenditures are relatively close to being balanced and staff continues to study the effects of changes to non-credit courses and bookstore operations upon the fund. Mr. Hatch reported that net cash for all activities totals just over \$6 million. Responding to a Board question, Mr. Hatch confirmed that the new out of county budget line currently only tracks reimbursements from Apache County.

4.B. – NPC CASO – Ina Sommers

Ina Sommers, CASO President, welcomed Louella Nahsonhoya back to NPC in her new role as a District Governing Board member. Ms. Sommers reported that CASO will continue to offer textbook and course fee reimbursement scholarships of up to \$300 to classified staff members. Ms. Sommers noted that the application process has been simplified in order to promote a greater number of applicants.



4.C. – NPC Faculty Association – Gary Mack

Gary Mack, NPC Faculty Association President, introduced NPC Fire Science Coordinator Don Fisher who gave a brief presentation highlighting the uses of existing technology to train fire fighters. Mr. Fisher reported that the combined use of a presentation application and Internet footage of real incidences can be an effective training tool for adult learners. Mr. Fisher briefly demonstrated a software application that allows digital photographs of real structures to be uploaded and set on fire, virtually. Mr. Fisher expects that the use of technology will enable the college to offer educational opportunities throughout the college service area. Mr. Mack reported that the Faculty Association has approved 4 student scholarships for next year. Mr. Mack reported that house bill 2565 is generating a lot of discussion among faculty members.

4.D. – NPC Student Government Association – Jake Hinton

Mr. Hinton reported that the SGA Basketball Tournament was hugely successful with 13 teams participating. Mr. Hinton noted that the event went smoothly and teams demonstrated good sportsmanship. Mr. Hinton reported that teams from Whiteriver took first and second places and a team from Winslow placed third. Mr. Hinton reported that auditions for the Third Annual NPC Talent Show will take place on February 18, 19, 25 and 26, from 12:00 to 4:00 p.m. at both the Little Colorado and Silver Creek Campuses. Mr. Hinton reported that SGA will hold special elections to fill senator positions at the White Mountain and Painted Desert Campuses and the Kayenta Center.

4.E. – NPC Foundation – Lance Chugg

No report.

Agenda Item 6: Old Business

6.A. – Oath of Office and Seating of District 2 Board Member – Navajo County School Superintendent
Linda Morrow, Navajo County School Superintendent announced that she has appointed Louella Nahsonhoya to be the District 2 representative on the Navajo County Community College District Governing Board to serve until the next general election. Ms. Morrow administered the Oath of Office and Ms. Nahsonhoya took her seat as NPC's newest Board member. Ms. Morrow reported that she received several recommendations for the vacant Board position and explained that what separated Ms. Nahsonhoya from the other candidates is a passion for helping students succeed.

Agenda Item 5: Consent Agenda

Ms. Handorf noted that the January 18, 2010 District Governing Board Minutes should be should be amended to include Silver Creek Campus as a location for SGA Talent Show auditions as reported during the Student Government Association report. Mr. Peaches moved to approve the consent agenda including the January 18, 2011 minutes, as amended. Ms. Handorf seconded the motion. ***The vote was unanimous in the affirmative***

Consent Agenda (Action):

- A. January 18, 2011 Study Session Minutes
- B. January 18, 2011 Regular Board Meeting Minutes
- C. January 20, 2011 Teleconference Meeting Minutes
- D. 2009-2010 Dual Enrollment Intergovernmental Agreement Between the Navajo County Community College District and Hopi Junior/Senior High School, Inc.
- E. 2010-2011 Dual Enrollment Intergovernmental Agreement Between the Navajo County Community College District and Chinle Unified School District No. 24 and Window Rock Unified School District No. 8



Agenda Item 7: New Business

7.A. – Request to Approve Procedure 2755 External Investigators – President Swarthout

Dr. Swarthout presented the request to approve a list of external investigators as required by college procedure 2755, as discussed in study session. Dr. Swarthout informed Board members that procedure 2755 requires annual approval of external investigators by the Board. Responding to a Board question, Dr. Swarthout reported that external investigators are used by the college perhaps as many as two times per year. Ms. Handorf moved to approve the list of procedure 2755 external investigators as presented. Mr. Peaches seconded the motion. ***The vote was unanimous in the affirmative.***

7.B. – Request to Accept the 2009-2010 Single Audit Reporting Package – Vice President Hatch

Mr. Hatch presented the staff recommendation to accept the 2009-2010 single audit reporting package as discussed in study session. Mr. Hatch reported that the report is an unqualified opinion with no findings. Mr. Hatch reported that the audit was completed early and he commended the efforts of the Business Office staff and Maderia Ellison, Financial Services Director. Mr. Parsons moved to accept the 2009-2010 Single Audit Reporting Package as presented. Ms. Nahsonhoya seconded the motion. ***The vote was unanimous in the affirmative.***

7.C. – Request to Approve Membership in the Apache/Navajo Counties Regional Sustainability Consortium – President Swarthout

Dr. Swarthout presented the staff recommendation for approval of membership in the regional consortium as discussed in study session. Dr. Swarthout explained that the consortium is funded by a Housing and Urban Development grant for sustainable planning in Navajo and Apache counties, including reservation communities. Dr. Swarthout added that the NPC Apache County Coordinator is to serve on the EDAC board. Mr. Parsons moved to approve membership in the Apache/Navajo Counties Regional Sustainability Consortium with the NPC Apache County Coordinator to serve on the board of EDAC. Ms. Handorf seconded the motion. ***The vote was unanimous in the affirmative.***

7.D. – Request to Approve Title III Evaluation Contract – Director Bishop

Mr. Bishop presented the staff request for approval of a \$125,000, five year contract with GeoDriven, LLC to provide external evaluation services for Project EAGLE as discussed in study session. Referencing study session questions regarding contract termination language, Dr. Swarthout recommended that the Board grant her permission to sign the contract following clarification of contract language by the college attorney. Ms. Handorf moved to approve the contract as presented and to authorize Dr. Swarthout to sign the contract following attorney consultation and resolution of issues identified by the Board. Ms. Nahsonhoya seconded the motion. ***The vote was unanimous in the affirmative.***

7.E. – Request to Approve the 2011-2012 Academic Calendar – Vice President Vest

Mr. Vest presented the staff request to approve the 2011-2012 academic calendar as reviewed and discussed in study session. Mr. Vest noted that the January 16, 2012 Martin Luther King holiday was omitted and should be included in the academic calendar. Ms. Nahsonhoya moved to approve the 2011-2012 academic calendar including the addition of the January 16, 2012 Martin Luther King holiday. Mr. Peaches seconded the motion. ***The vote was unanimous in the affirmative.***

Agenda Item 8: Standing Business

8.A. – Request to Approve Program Deletions and Modifications – Vice President Vest

Mr. Vest presented the request to approve the deletion of the Electronics Technology, Library Media Technician and Industrial Technology programs as well as the modification of the Industrial Maintenance and Operations Program, as well as the Associate of Science degree, as discussed in study session. Mr. Peaches moved to



approve the program deletions and modifications as presented. Mr. Parsons seconded the motion. *The vote was unanimous in the affirmative.*

8.B. – Strategic Planning and Accreditation Steering Committee (SPASC) Update – Director Bishop
Mr. Bishop, SPASC Co-Chair, reported that SPASC met on February 4, 2011 and work to revise the NPC strategic plan is underway. Mr. Bishop added that SPASC will examine the ACCPC Community College Strategic Plan document and identify elements that will be incorporated into the college's plan. Mr. Bishop reported that a discussion forum has been created on MyNPC to collect college feedback and ideas on strategic plan pillars. Mr. Bishop reported that a large, strong team will travel to Chicago, Illinois in April for the Higher Learning Commission Annual Conference.

8.C. – Human Resources Update – Peggy Belknap
Peggy Belknap presented the Human Resources update for February and provided updated numbers of applicants for currently open positions.

Agenda Item 9: President's Report – President Swarthout

Dr. Swarthout did not have a report and turned the floor over to Matt Weber, NAVIT Superintendent who expressed appreciation for the partnership between the college and NAVIT.

Agenda Item 10: Board Report/Summary of Current Events

- Mr. Peaches and Ms. Nahsonhoya both attended the Indian Legislative Day on January 18, 2011.
- Ms. Handorf reported that upcoming Barbershop and Jazz events will take place the week of March 15, 2011.
- Chairman Jeffers reported that the NPC Rodeo Team will hold its annual auction on Saturday, February 19, 2011.

Agenda Item 11: Announcement of Next Regular Meeting: Tuesday, March 15, 2011.

Agenda Item 12: Adjournment

The meeting was adjourned upon a motion by Mr. Parsons, a second by Mr. Peaches and a unanimous affirmative vote.



Respectfully submitted,



Russell Dickerson
Recording Secretary to the Board



Bill Jeffers
Chairman



Ginny Handorf
Secretary to the Board

