

Navajo County Community College District Governing Board Meeting Minutes

December 15, 2009 – 10:30 a.m.
2251 Navajo Boulevard, Holbrook, Arizona, 86025

Governing Board Member Present: Ginny Handorf, E.L. Parsons, Daniel Peaches and A.T. Siquah.

Staff Present: President, Dr. Jeanne Swarouth; Vice President, Blaine Hatch; Vice President, Mark Vest; Recording Secretary to the Board, Russell Dickerson.

Others Present: Everett Robinson, Ann Hess, Linda Kor, Peggy Belknap, Maderia Ellison, Beulah Bob-Pennypacker, Preston Romero, Karalea Kowren, Bobbi Sample, Tabitha Stickel, Kate Dobler-Allen, Sandra Johnson, Bobette Welch, Lee Sweetman, Jan Van Dierendonck, Clifton Lewis, Idalia Lewis, Claude Endfield, Barry Richins, Eric Henderson, Julie Holtan and Donna Ashcraft.

Agenda Item 1: Call to Order and Pledge of Allegiance

Secretary Handorf called the meeting to order at 10:30 a.m. Mr. Parsons led the Pledge of Allegiance.

Agenda Item 2: Adoption of Agenda

Mr. Peaches moved to adopt the agenda as presented. Mr. Parsons seconded the motion. *The vote was unanimous in the affirmative.*

Agenda Item 3: Invitation of Public Comment

No public comment.

Agenda Item 4: Executive Session

4.A. -- Regarding the City of Holbrook notice of intention to rescind the agreement for sale of property on Hermosa Drive as agreed January 8, 2008.

Upon a motion by Mr. Parsons, a second by Mr. Peaches and a unanimous affirmative vote, the Board entered into Executive Session at 10:35 a.m. *Upon a motion by Mr. Siquah, a second by Mr. Parsons and a unanimous affirmative vote*, the Board adjourned the Executive Session at 11:20 a.m. Mr. Parsons moved to reconvene the regular Board meeting. Mr. Peaches seconded the motion. *The vote was unanimous in the affirmative.* Mr. Parsons moved to acknowledge receipt of the letter from the City of Holbrook and that staff work to set up a meeting with the city to be attended by Chairman Jeffers, the Mayor of Holbrook, the City Manager, and college staff for further informal discussion. The motion was seconded by Mr. Peaches. *The vote was unanimous in the affirmative.*

Agenda Item 5: Reports

5.A. – Financial Position – Vice President Hatch

Vice President Hatch reported that, as of the end of October 2009, one-third of the fiscal year has expired. Mr. Hatch reported the college has received the second quarter State aid payment and currently, operating State aid is at 42% and equalization aid is at 61% for a combined, on target State aid total of 53%. Mr. Hatch added that he expects, by fiscal year end, that State aid will total 106% of budgeted amounts if State aid is fully distributed. Mr. Hatch reported that total year to date revenues are at 44% of and total general fund expenditures are at 26%. Mr. Hatch reported that \$600,000 of \$750,000 transferred to the unrestricted plant fund and has been spent and that the college continues to collect past due secondary property tax amounts. Mr. Hatch reported that restricted fund revenues and expenditures total \$2.3 million and \$2.2 million, respectively. Mr. Hatch reported that auxiliary



fund revenues and expenditures total \$650,000 and \$116,000, respectively and a larger expenditure for textbooks is expected at fiscal year end. Mr. Hatch reported that year to date revenues and expenditures total \$14 million and \$9 million, respectively, and primary property tax receipts are slightly ahead of target.

In response to a question raised by Chairman Jeffers at a previous meeting, Mr. Hatch explained that the new line item on county property tax statements entitled County School Equalization is a new charge for the current year and it equals \$0.33 per \$100 of assessed valuation. Mr. Hatch pointed out that the charge initially began in 1991 and the last time it was assessed was in 2006. Mr. Hatch added that the charge has been formally renamed the State Equalization Property Tax and is used at the general level for K12 and is expected to raise \$250 million this year and is an offset to K12 State aid. Mr. Hatch clarified that the college does not participate or receive any of these funds.

5.B – NPC Faculty Association – Dr. Sandra Johnson

Dr. Johnson reported that the NPC student parade float won second place in its category. Dr. Johnson commended Welding instructor Randy Hoskins and his students from Holbrook, Joseph City and Winslow for their hard work on the float and noted that unused aluminum satellite dishes were recycled and incorporated into the design of the prize-winning float. Dr. Johnson reported that faculty discussed and voted to add a marker to curricular forms to begin to stimulate active dialog and integrate issues of sustainability into NPC coursework. Dr. Johnson reported that the Faculty Association will meet following convocation and identify a new President Elect due to the resignation of Lee Sweetman.

5.C – NPC Student Government Association – Jake Hinton

Mr. Hinton introduced Preston Romero, the new Student Government Association President, to Board members. Mr. Romero reported that the last President stepped down for personal reasons and Hopi Center student Janell Danash was elected Secretary. Mr. Romero reported that SGA has been working to wrap up the student meet and greet events and two new clubs, the Outdoor Club and Eagle Club, have been started. Mr. Romero also reported that SGA will host a basketball tournament July 30-31 at Holbrook Jr. High School. Mr. Romero announced that SGA will sponsor trips to the three state universities for NPC transfer students. Mr. Romero added that SGA will sell refreshments at the January convocation.

5.D. – NPC Foundation – Lance Chugg

Mr. Chugg, Executive Director of the NPC Foundation, announced that the Foundation is currently offering fresh citrus fruit and donations benefit the Marcia A. Smith Memorial Scholarship. Mr. Chugg added that citrus fruit, in either bags or boxes, is currently available at campus offices and more fruit is expected in the spring.

Agenda Item 6: Consent Agenda

Mr. Siquah moved to approve the consent agenda as presented. Mr. Peaches seconded the motion. *The vote was unanimous in the affirmative.*

Consent Agenda (Action):

- A. November 17, 2009 Study Session Minutes
- B. November 17, 2009 Regular Board Minutes
- C. Intergovernmental Agreement Between the Navajo Community College District and the Round Valley Unified School District, No. 10.

Agenda Item 7: Old Business

7.A. – Response to ADEQ Regarding Determination Letter – Vice President Hatch

Mr. Hatch reported, as discussed in study session, that the college received a formal determination letter from ADEQ regarding the decision to deny the exemption of demolition debris buried at the old Hermosa campus. Mr.



Hatch reported that staff has confirmed that ADEQ is interested and willing to assist the college in seeking a variety of options that may reduce the cost of compliance. Mr. Hatch added that the letter indicated the college has to right to appeal the decision. Mr. Hatch reiterated the staff recommendation to continue to have discussions with ADEQ to resolve the situation and requested direction from the Board regarding the staff recommendation not to pursue an appeal. Mr. Parsons moved to forgo the ADEQ appeal process and directed staff to proceed with discussions with ADEQ in order to resolve the notice of violation. Mr. Peaches seconded the motion. ***The vote was unanimous in the affirmative.***

Agenda Item 8: New Business

8.A. – Request to Approve the 2010-2011 Budget Development Calendar – Vice President Hatch
Mr. Siquah moved to approve the 2010-2011 Budget Development Calendar as presented. Mr. Parsons seconded the motion. ***The vote was unanimous in the affirmative.***

8.B. – Request to Proceed with Paper Recycling Proposal – President Swarthout
Secretary Handorf clarified that the recycling program, at this point, is not a contract for approval but is still only a proposal. Mr. Parsons moved that the college proceed with discussions to move toward a paper recycling program. The motion was seconded by Mr. Peaches. ***The vote was unanimous in the affirmative.***

Agenda Item 9: Standing Business

9.A. – Human Resources Update – Peggy Belknap
Ms. Belknap, Director of Human Resources, announced that Delores Coochyamptewa has been hired as the Department of Corrections Program Coordinator and Sharon Brush has been hired, effective January 2010, as the temporary Faculty in Arts in Ceramics. Ms. Belknap reported that a recommendation for the IS Director position is en route to the President; the Faculty in Educational Technology position was reposted and will close 12-31-09; the TLC Data Specialist position closed 12-04-09 and the committee is in process; movement will begin on the DOC Automotive Faculty position now that a DOC Program Coordinator has been hired; the Accountant Technician-Fund Grant Account position closed 11-30-09 and the committee is in process; the Springerville/Eagar Advisor-Librarian Technician position is posted as open until filled and the committee is scheduled to review applicants tomorrow; the Financial Aid Specialist position will be closed on 12-18-09. Responding to a Board question, Ms. Belknap explained that the open positions have been budgeted for and that two of the positions are grant funded.

9.B. – Outstanding Alumnus Award – President Swarthout
Dr. Swarthout notified the Board that the Outstanding Alumnus was unable to attend the meeting and that the award will be presented at the January meeting.

9.C. – Faculty Emeritus Award – Mark Vest
Mr. Vest announced the retirement of Art Faculty member Lee Sweetman and recommended that she receive Faculty Emeritus status at NPC. Ms. Sweetman began her 30-plus years of service to the college as an Art Department work study employee and in subsequent years has served as an adjunct Art Faculty member, the WMC Campus Manager, Art Faculty, NPC Gallery Director and Art Department Chair. Ms. Sweetman has initiated an array of student scholarships and has developed a permanent, traveling Art collection consisting largely of work by NPC students. Ms Sweetman was elected Faculty Association President twice and served on various college committees during her tenure. Mr. Vest commended Ms. Sweetman for her devotion to her craft, the institution and her students. Ms. Sweetman was presented the Faculty Emeritus Award amid hearty audience applause. Ms. Sweetman thanked the Board, President Swarthout and her faculty colleagues for the opportunity to serve others by doing what she loves.



9.D. – Living Christmas Card Presentation to Board Members – Julie Holtan

Dressed in Victorian garb, Northland Master Chorale carolers Alexander Pansulla, Jessica Davis, Dustin Benavides and Chelsea Davis, under the direction of Julie Holtan, performed for Board members and the audience. Ms. Holtan announced that Master Chorale carolers will travel to homes or business to perform Christmas carols and that funds raised will support travel to regional competitions.

Agenda Item 9: President's Report – President Swarthout

Dr. Swarthout announced that the college has three All-Arizona Academic Team members that will attend a celebration in February at Mesa Community College and extended an invitation to Board members to attend. Dr. Swarthout reported that she and Mr. Vest have discussed organizing an annual educational summit to be held in March with the goal of discussing the future of education in Navajo and Apache counties with representatives from the college, area high schools and the universities. Dr. Swarthout will send out the proposed dates and request Board support in making the annual event successful.

Agenda Item 10: Board Report/Summary of Current Events

Board members wished everyone in attendance a Merry Christmas and a Happy New Year.

Agenda Item 11: Announcement of Next Regular Meeting: Tuesday, January 19, 2010.

Agenda Item 12: Adjournment

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

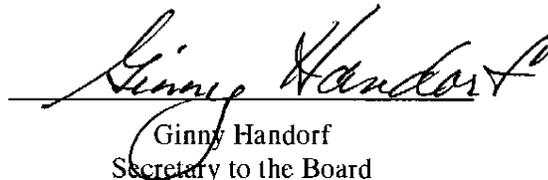
Respectfully submitted,



Russell Dickerson
Recording Secretary to the Board



Bill Jeffers
Chairman



Ginny Handorf
Secretary to the Board

