

Navajo County Community College District Governing Board Study Session Minutes

June 15, 2010

2251 East Navajo Boulevard, Holbrook, Arizona, 86025

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

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

Reports:

1. Study Session Agenda Item 1.: President's Performance Evaluation (Executive Session) – President Swarthout

Chairman Jeffers called the study session to order at 9:30 a.m. and notified the audience that the Board will conduct the president's performance evaluation and employment contract. Ms. Handorf moved that the Board enter into an executive session to perform an evaluation of the president pursuant to A.R.S. § 38-431.03 A 1. Mr. Peaches seconded the motion. *The vote was unanimous in the affirmative and the Board entered into executive session at 9:40 a.m.* Chairman Jeffers reconvened the study session at 10:42 a.m. following adjournment of the executive session.

2. Agenda Item 7.A.: President's Performance Evaluation – President Swarthout

Citing a shortage of time remaining in the study session, Dr. Swarthout recommended that the Board postpone discussion of the President's Performance Evaluation (action item) until the regular meeting.

3. Agenda Item 7.B.: Request to Adopt the 2010-2013 Strategic Plan – Director Bishop and President Swarthout

Citing a shortage of time remaining in the study session, Dr. Swarthout recommended that the Board postpone discussion of the Request to Adopt the 2010-2013 Strategic Plan (action item) until the regular meeting.

4. Agenda Item 7.C.: Call for Election of District Governing Board Members – Chairman Jeffers

Citing a shortage of time remaining in the study session, Dr. Swarthout recommended that the Board postpone discussion of the Call for Election of District Governing Board Members (action item) until the regular meeting.

5. Study Session Agenda Item 5: Discussion of Board Policy 2020 – Officers of the Board – Chairman Jeffers

Chairman Jeffers explained that discussion, and possible future action regarding the officers of the Board, are a result of a recommendation by Ms. Handorf and noted that the Board Secretary functions as a vice-chairman, not as a secretary. Dr. Swarthout stated that Arizona state statute very clearly calls for a Board President and Secretary and added that at NPC, Mr. Jeffers is referred to as Chairman so as not to be confused with the college President although technically, Mr. Jeffers is Board President. Dr. Swarthout added that Procedure 2020-Officers of the Board, which currently mirrors state statute, would be easy to change but informed the Board that a change to statute would be a much larger task. Chairman Jeffers charged staff with exploring ways of incorporating Vice-Chairman into the Board officer structure while adhering to state statute and that a recommendation should be returned at a future Board meeting for consideration.

6. Study Session Agenda Item 6.: Higher Learning Commission (HLC) Financial Ratios (Informational) – Vice President Hatch

Mr. Hatch provided an annual update to Board members regarding the HLC financial ratios that are used to measure institutional health and that were discussed in great detail at the 2009 Board retreat. Mr. Hatch reminded Board members that the college mission should not be driven by finances; rather the college should, from a financial perspective, determine whether it has the resources to accomplish its mission. Mr. Hatch reviewed the four financial ratios that make up the composite financial index. Mr. Hatch noted that when looking at a recommended five year average, the college is in a positive trend showing improvement in all categories. Mr. Parsons stated that the ratios provide a good model but noted that they do not reflect environmental changes and asked if there are baseline



college funding levels. Mr. Hatch explained that when looking at a five year average and actual expenditures and assets, there is no set in stone baseline, rather a range that provides a snapshot upon which to make decisions to move the institution forward.

Study session ended at 10:55 a.m.

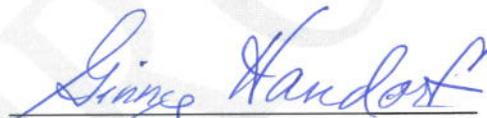
Respectfully submitted,



Russell Dickerson
Recording Secretary to the Board



Bill Jeffers
Chairman



Ginny Handorf
Secretary to the Board

