

**NAVAJO COUNTY COMMUNITY COLLEGE
DISTRICT GOVERNING BOARD**

Minutes of Regular Meeting

Tuesday, April 18, 2006

Location: District Office – Eagle’s Nest
103 First Avenue at Hopi Drive
Holbrook, Arizona

MEMBERS PRESENT: Neal Thompson, Secretary
Norris Baldwin
Bill Jeffers

MEMBERS ABSENT Daniel Peaches
Dr. Paul Reynolds

OTHERS PRESENT: Dr. Richard Balsley
Peggy Belknap Gina Ciuffetelli
Claude Endfield JoLynn Fox
Blaine Hatch Dr. Eric Henderson
Brian McLane Dr. Gary Passer
Everett Robinson Christi Schiffer
Dan Simper Dr. Mike Solomonson
Terri Tubbs Mark Vest
Mira White

Secretary Neal Thompson called the meeting to order at 11:03 a.m. Mr. Jeffers led the Board members and the audience in the pledge of allegiance. Mr. Thompson welcomed the visitors.

ADOPTION OF AGENDA

Bill Jeffers moved to adopt the agenda as amended. Norris Baldwin seconded the motion, and the agenda was accepted by a unanimous vote.

APPROVAL OF MINUTES

On motion made by Norris Baldwin and seconded by Bill Jeffers, the minutes of the executive session of March 21(Legal Advice) and the regular meeting of March 21, 2006 were unanimously approved.

CALL TO THE PUBLIC

- A) Faculty Report – Dr. Solomonson reported that the Faculty are completing the assessment process. A dialogue day was held to open communication between departments on what is working and what is not. The NPC performing arts department will present the play *Intimation* from the Brook during the last two weeks of April. It is a full-length adaptation of a Susan Glaspell novel written by NPC students Elissia Johnston and Debe Sauro-Betts and Performing Arts Department Chair Dr. Michael Solomonson. There will be two special presentations about Susan Glaspell before the performances on April 22 and April 28. The Spring music concert will be on May 5 in collaboration with the Snowflake High School choir. The White Mountain Campus Aspen Center Gallery will host the art show on May 12. Dr. Solomonson invited the Board members to attend all the student events.
- B) CASO Report – None.
- C) Student Government Report – Mira White reported that entries for the name of the newsletter and the logo have all been received. They are currently being judged and the winners will be announced soon. The student government sponsored student appreciation lunches are beginning this week.

SUMMARY OF CURRENT EVENTS

- A) President’s Report – Claude Endfield reported on a recent trip to the University of Victoria in Canada. Claude was one of three Americans invited to present at a conference entitled *International Perspectives on Indigenous Early Childhood Care and Development*. She said it was “the most rewarding professional event of her career.” During the conference, she was able to have discussions with the other presenters, students and the presenters were asked to make a joint presentation to government leaders.

Christi Schiffer, Administrative Assistant to the Vice President for Student Services, invited the Board to participate in the thirty second Northland Pioneer College Graduation ceremony to be held on May 13 in the Show Low High School Auditorium at 1:00 pm. As of today there are 120 student applications to walk.

- B) Board Report – Mr. Jeffers announced the 11th Annual NPC Foundation Auction to be on Saturday, April 29 in the Hangar in Holbrook. Mr. Thompson noted the receipt of a letter from the Whiting family about available facilities in the Springerville area. Mr. Hatch noted that our lease with the Towns of Springerville and Eagar was on the agenda for today and that those facilities are adequate for our needs at this time.

NEW BUSINESS

A) Request to Approve a Facility Lease Agreement with the Town of Springerville and the Town of Eagar

Since 1996, NPC has leased a facility in Eagar for providing classrooms and other services to students in the communities of Springerville and Eagar. The unanimously approved lease continues that arrangement for a period of five years at a price of \$15,000 per year. The lease was approved upon a motion by Bill Jeffers and a second by Norris Baldwin.

B) Request to Approve an Agreement to Deliver College Level Classes at Pinon Unified School District #4

This high school agreement continues arrangements to deliver college classes to high schools in the NPC service area. Bill Jeffers made the motion to approve the agreement and Norris Baldwin seconded the motion. The agreement was approved by a unanimous vote.

C) Request to Award Bid for Purchase of Nursing Education Equipment

The NPC Nursing department went out to bid for nursing education training equipment. The equipment will be paid for with grant funding. The equipment includes ten separate simulators and a variety of modules to provide assessment training. The bid was awarded unanimously to Armstrong Medical Industries after a motion by Norris Baldwin and a second by Bill Jeffers.

D) Request to Approve Faculty Emeritus Nominations: Shirley Eittreim, Clifton Lewis

Dr. Passer informed the Board the Dr. Lewis had requested that his name be withdrawn from consideration at this time. Emeritus status was unanimously conferred upon Shirley Eittreim and she will be recognized during this year's commencement ceremony. The motion was made by Bill Jeffers with a second by Norris Baldwin.

E) Request to Revise Policy #1115

The proposed version of Policy #1115 was unanimously approved. Norris Baldwin made the motion to approve and Bill Jeffers the second.

F) Consideration of Bids for Off Campus Student Housing in Show, Snowflake-Taylor and Winslow

The two bids received for off campus student housing were rejected upon a motion by Bill Jeffers and a second by Norris Baldwin. The pricing proposed by each of the Show Low bidders exceeds the anticipated highest reasonable cost. No responses were received from motel operators in Taylor, Snowflake or Winslow. Mr. Hatch noted that the college is satisfied with the service here in Holbrook and will continue with the current operator.

G) Request to Approve Pre-Paid Legal Services Indemnity Coverage through the Arizona School Risk Retention Trust

Mr. Jeffers made a motion and Mr. Thompson the second to approve joining the Arizona School Risk Retention Trust Pre-Paid Legal Services Indemnity coverage. Mr. Baldwin voted no on the motion saying that he was concerned about the quality of the coverage. The coverage allows for the selection from member legal firms for up to \$300,000 of standard legal services and additional specialized services are available through the arrangement. The Trust quote to NPC for the 2006-2007 year was \$9,736.

H) Request to Approve Vendor Vouchers for Payment

Approval of the vouchers for payment was unanimous. Bill Jeffers made the motion to approve and Norris Baldwin made the second.

J) Request to Approve First Amendment to President's Contract

The Governing Board unanimously approved the first amendment to President Orr's contract and changed his start date from July 17, 2006 to July 1, 2006. Bill Jeffers made the motion and Norris Baldwin the second.

At 11:35 am the motion was made by Norris Baldwin to move into an executive session as provided for by ARS §38-431.03 A 5 to have a consultation concerning NPC salary discussions for the 2006-2007 year. The motion was seconded by Bill Jeffers and the vote was unanimous and the Board entered into executive session. It concluded at 12:15.

I) Request to Approve Preliminary 2006-2007 Budget

The Board members discussed budget worksheets provided by Mr. Hatch. The final adoption of the budget will be at the May Board meeting along with the TNT hearing. The preliminary budget will be published but the college may make decreases (no increases) in the published amounts when they approve the final budget. Blaine recommended that the Board publish and adopt the maximum allowable tax levy limit. Dr. Passer recommended a split between the current and the upper limit to acknowledge

the need for major facility upgrades and new program needs. Mr. Jeffers made a motion to advertise the maximum allowable tax levy. The motion failed for lack of a second. Mr. Thompson made a motion to increase the current tax levy by five cents and Mr. Baldwin seconded that motion and it passed unanimously. The motion was then made by Mr. Jeffers to accept the preliminary budget as discussed in executive session and with the corrected tax levy amount. Norris Baldwin made the second and the budget was accepted unanimously.

ANNOUNCEMENT OF NEXT MEETING

The next regular meeting of the Board was tentatively scheduled for May 16, 2006.

ADJOURNMENT

The meeting adjourned at 12:35 pm upon a motion by Bill Jeffers and a second by Neal Thompson.

Respectfully submitted,

Terri Tubbs
Recording Secretary to the Board

Daniel Peaches
Chairman

Neal Thompson
Secretary to the Board