

Navajo County Community College District Governing Board Meeting Minutes

October 16, 2007 – 10:00 a.m.

2251 North Navajo Boulevard, Holbrook, Arizona, 86025

Governing Board Members present: Dr. Kem MacNeille, Bill Jeffers, Daniel Peaches, Neal Thompson, A.T. Siquah.

Staff present: Mark Vest, Dr. Jeanne Swarouth, Blaine Hatch, Lisa Jayne, Dr. Eric Henderson

Others present: JoLynn Fox, Jake Hinton, Maderia Ellison, Troy Eagar, Ann Hess, Everett Robinson, Donna Ashcraft, Rose Kreher, Karalea Kowren, Peggy Belknap, Sandy Johnson

Call to Order and Pledge of Allegiance: Mr. Peaches called the meeting to order at 10:03 a.m. Dr. Kem MacNeille led the Pledge of Allegiance.

Adoption of Agenda: Jeffers/MacNeille. Unanimous vote.

Invitation of Public Comment: None.

Agenda Item: Minutes

The minutes for the September 18, 2007 regular Board minutes were passed on a motion by Bill Jeffers, seconded by Neal Thompson, and a unanimous vote.

Agenda Item: Reports

Financial Report – Vice President Blaine Hatch

Blaine Hatch reviewed the July 1 through August 31, 2007, financial report.

CASO Report – Rose Kreher

Rose Kreher discussed the internal scholarship program that would cover textbook expenses, up to \$250 a year, for employees. There are eight applicants already this year. The fundraiser for external students received over \$600 in cash and \$1400 in payroll pledges.

NPC Student Government Association Report – Jake Hinton

Student government officers will report next Board meeting. Mr. Hinton stated that the first meeting in October laid out goals for the year, and that was to increase student awareness of activities, promote pride at NPC and encourage students to take part in other activities. There will also be a focus on leadership this year. There was also several students appointed to the shared governance committee.

Agenda Item: New Business

Strategic Plan

Dr. Swarouth presented staff recommendation for the Board to approve the strategic plan as presented in the Board packet. Bill Jeffers made a motion to adopt the strategic plan as discussed and studied at the Board retreat on October 4, 2007. Neal Thompson seconded. Passed unanimously.



Non-returning Student Survey

Mark Vest presented the results of the non-returning student survey to the Board as presented in the Board packet. Bill Jeffers asked if there would be a report listing responses by location. Mark Vest stated that would be compiled. Discussion took place on the negative responses received from those polled.

Fall Enrollment

Mark Vest presented the FTSE report for Fall Semester 2007 as presented in the Board packet. Mark Vest clarified that the numbers presented are not audited numbers, but represent an approximate 4% increase.

November Board Meeting

Dr. Swarthout presented to the Board the proposed date change for the November Board meeting. Dr. Swarthout stated that upon recommendation of the college attorney, the Apache County Higher Ed Board should be invited to a meeting within our district. Bill Jeffers made a motion to move the meeting date to November 13, as well as to offer an invitation to Apache County Higher Ed to attend. Dr. Kem MacNeille seconded. Passed unanimously.

Agenda Item: Standing Business

HVAC Control Contract

Blaine Hatch presented the contract for purchase of Reliable Control HVAC control systems for the Painted Desert Campus Community education Center and the Silver Creek Campus Learning Center and the purchase of Reliable Control Webview server software package from Mechanical Maintenance Inc. through the Mohave Educational Services Cooperative for a total price of \$67,235.51. Bill Jeffers made a motion to accept recommendation of staff for purchase of a Reliable HVAC Control System on a staggered basis. Dr. Kem MacNeille seconded. Discussion took place on the immediate need and life expectancy of the systems. Blaine Hatch stated that Phase II may start at end of current fiscal year in spring. Passed unanimously.

Contract for Spring Schedule Printing

Mark Vest reviewed staff recommendation that the Board approve awarding the bid for printing of the Spring 2008 Class Schedule to Signature Offset at a total cost of \$26,901.66. Bill Jeffers asked about the location of Liberty Press. Everett Robinson stated it was located in Utah. Neal Thompson made a motion to accept the bid as presented. Mr. Sinquah seconded. Passed unanimously.

Consider Courses/Curricula

Eric Henderson presented a new course, EDU 260, Technology Integration in the Classroom. He also informed the Board about the re-naming of the Power Plant Fundamentals Program to Industrial Maintenance and Operations at the recommendation of the Industry Advisory Board. These were presented to the Board as information only.

Final Disposition of Blink Properties - Winslow

Bill Jeffers made a motion that the Board accept offers for the two properties listed and authorize Dr. Swarthout to sign all contracts and documents to complete the sale. Dr. Kem MacNeille seconded. Neal Thompson asked how long the properties were on the market. Discussion took place on the listed price of the properties. Passed unanimously.

Summary of College Events

Mark Vest introduced Ann Hess, the new Marketing and Recruitment Director, to the Board. Ann Hess addressed the Board. Jake Hinton was called on by Dr. Swarthout to discuss the Higher Learning Commission conference on Assessment he recently attended in Illinois. Mr. Hinton stated that the most important point he came away with was awareness of some obstacles that could keep NPC from achieving assessment goals. Dr. Swarthout announced that Brandy Shumway would be assuming Lisa Jayne's position as Assistant to the President as of October 17, 2007.



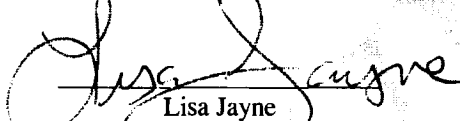
Summary of Current Events


Bill Jeffers brought up NPC Foundation's auction that took place three weeks ago. Mr. Jeffers commented that a fun time was had by all. Mr. Jeffers also said the Petrified Wood Seminar last week was very successful, Mr. Jeffers took the class and enjoyed it very much. He noted that there were several people in the class from out of the country.

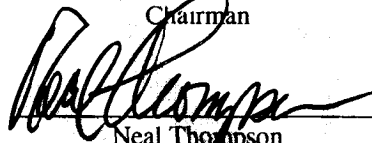
Announcement of Next Meeting: November 13, 2007 10:00 a.m. It was also announced that the April 2008 meeting was moved to April 8, because much of the staff will be at the Higher Learning Commission in Chicago.

The meeting adjourned at 11:20 a.m. upon a motion by Neal Thompson and a second by Dr. Kem MacNeille and a unanimous vote.

Respectfully submitted,


Lisa Jayne
Recording Secretary to the Board


Daniel Peaches
Chairman


Neal Thompson
Secretary to the Board

