

MEETING MINUTES
Arizona Western College
District Governing Board
February 24, 2017

Board Members Present: Board President Dennis Booth, Olivia Zepeda, Richard Lamb, Maria Chavoya, Melissa Wright* *Melissa Wright present by phone*

Others Present:

Dr. Daniel P. Corr, President
Lee Altman, Vice President of the Faculty Senate
Rachel Caldwell, Executive Assistant to the President
Lizet Camarena, Student Government Association President
Junior Castro, User Support Administrator
Joann Chang, Incoming Faculty Senate Liaison to the District Governing Board
Amy Crawford, Reporter for the Yuma Sun
Bryan Doak, Vice President for Student Services
Dr. Linda Elliott-Nelson, Vice President for Learning Services
Kari Gardner, Chief Human Resources Officer
Kevin Imes, Superintendent of STEDY JTED
Renee Macaluso, Faculty Senate Liaison to the District Governing Board
Biridiana Martinez, Chair of the Classified Employee Association
Lori Stofft, Dean of Public Relations and Marketing

Call to Order: Board President Dennis Booth called the meeting to order at 9:04 am.

Introductions: Chief Human Resources Officer Kari Gardner introduced guests Amy Crawford of the Yuma Sun and Kevin Imes, Superintendent of the STEDY JTED.

Approval of Minutes: Board Member Olivia Zepeda motioned to approve the minutes from the January 24, 2017 Board Meeting. Board Member Maria Chavoya seconded the motion; motion carried.

Adoption of Agenda: Board Member Richard Lamb motioned to adopt the agenda for the January 24, 2017 meeting as written. Board Member Olivia Zepeda seconded the motion; motion carried.

Call to the Audience: There was no response during the call to the audience.

Association of District Governing Boards & ACCT National Legislative Summit: Board Member Maria Chavoya said attending the Summit was a great learning experience for her in her role as a trustee. Pell Grants were a hot topic as were defaults on student loans. She said she was amazed by the amount of bi-partisan support she was exposed to, and encouraged the other board members to consider attending the Summit in the future along with the pre-summit academies. She also encouraged those at the meeting to contact their congressmen in support of the College's initiatives.

Board President Dennis Booth asked Vice President for Student Services Bryan Doak if the College is closely monitoring its cohort default rate.

Vice President Doak said the College's rate is currently 24.5 percent and falling with a goal of 20 percent in the next reporting period. Board Member Chavoya said the expressed goal for colleges is 12 percent.

Faculty Report: Vice President of the Faculty Senate Lee Altman introduced the incoming Faculty Senate Liaison to the District Governing Board Joann Chang. She will begin her reports in May. He also announced that the new president will be Professor Matthew Smith and the vice president will be Professor Reetika Dhawan.

Professor of History Monica Ketchum recently presented on "Human Trafficking and LGBTQ Youth" at the LGBT Coalition of the Desert LGBT Convention in El Centro, CA.

Professor of Philosophy Nicholas Byle was accepted into the German-American Early Career Bonhoeffer Research Network and will be presenting at their seminar.

Faculty Professional Development Day took place on February 16 and centered on the theme "Culture of Peace."

SkillsUSA is hosting its Region 1 competition on campus today, Mr. Altman shared. He welcomed the Board to pop in on some of the competitions being held throughout the day in areas such as welding and customer service.

Classified Employee Association (CEA) Report: Chair of the Classified Employee Association Biridiana Martinez introduced Junior Castro, who will be replacing Fatima Megui as the CEA Liaison to the District Governing Board. Ms. Martinez informed the Board that Ms. Megui has accepted a position with Yuma County and is grateful for her time spent at Arizona Western College. Mr. Castro introduced himself and said he is excited to be representing the Classified Employee Association and to be serving as a member of the Strategic Planning Task Force.

A report on the CEA Professional Development Day will be given at the March meeting of the District Governing Board.

Student Government Association Report: President Lizet Camarena presented on past and future events. SGA is currently celebrating Black History Month and has been hosting fun events designed to inform. The group also hosted a Valentine's Day Bake Sale, and some of the proceeds went toward the Salvation Army Soup Kitchen refrigerator fund.

Past Events

- Feb. 17-19 – AWC attended the National Collegiate Leadership Conference at the University of Arizona with a large group of representatives.
- Feb. 21 – Game Room Tournament Fundraiser to benefit the soup kitchen and a Gila Ridge High School student injured in a motorcycle accident
- Feb. 23 – Screening of "The Help" followed by discussion
- Feb. 24 – Salvation Army Soup Kitchen volunteerism

Future Events

- Yuma County Leadership Conference
- March 30 – Sombreros Car Wash Fundraiser to benefit injured Gila Ridge High School student

Board President Dennis Booth thanked Ms. Camarena and SGA for improving the quality of life for AWC students.

Student of the Month: Dr. Linda Elliott-Nelson informed that Board that Ms. Brianna Arballo, who is majoring in crop production and pursuing a food safety certificate, is the February student of the month. Ms. Arballo is currently interning with Nature Fresh Farms. Her career goal is to work in the food safety industry.

Action Item #1 – Human Resources Candidates for Contractual Positions and Review of Unfilled Positions – Presented by Kari Gardner

Ms. Gardner presented Grants Accountant Maria Gnagy and Network Administrator I Jason Ray for Board approval.

Board Member Olivia Zepeda motioned to approve the candidates for contractual positions with the College. Board Member Richard Lamb seconded the motion. Motion carried.

Open Full-Time Professional Administrative Positions

- Vice President for Finance and Administrative Services – Phone interviews scheduled.
- Director of Nursing and Allied Health
- Dean for Career and Technical Education
- Learning Articulation Coordinator for Instinct2 Grant

Open Faculty Positions

- Professor of Computer Information Systems
- Professor of Chemistry

- Professor of Engineering
- Professor of Environmental Science

Action Item #2 – Consideration to Approve New Degrees and Certificates – Presented by Dr. Linda Elliott-Nelson

Dr. Elliott-Nelson presented the following new degrees and certificates effective Fall 2017:

- Associate in Arts in Animal Production
- Associate in Business – Agri Commerce
- Associate of Applied Science in Emergency and Disaster Management
- Associate of Applied Science in Informatics
- Certificate in Bookkeeping
- Certificate in Emergency and Disaster Management
- Certificate in Informatics – Educational Technology
- Certificate in Informatics – Information Management/Software Development
- Certificate in Informatics – Information Systems
- Certificate in Informatics – Security
- Certificate in Massage Technician

Board Member Olivia Zepeda asked for an explanation of what the Associate in Arts in Animal Production is.

Dr. Elliott-Nelson noted that most of the agriculture degrees focus on crop production, so this degree would focus on animals produced in this area.

Board Member Zepeda thanked the College for being responsive to community needs in the development of these new degrees and certificates.

Board Member Maria Chavoya motioned to approve the new degrees and certificates for Fall 2017. Board Member Olivia Zepeda seconded the motion; motion carried.

Action Item #3 – Consideration to Appoint a Trustee to the Yuma Area Benefits Consortium (YABC) – Presented by Diana Doucette

With the retirement of Carole Coleman, only one trustee, Chief Human Resources Officer Kari Gardner, is currently serving on the Yuma Area Benefits Consortium, Ms. Doucette said. Ordinarily, there are two trustees. This action item would appoint Chief Fiscal Officer Diana Doucette as a temporary trustee.

Board Member Maria Chavoya motioned to approve the temporary appointment of Diana Doucette as a Trustee to the Yuma Area Benefits Consortium. Board Member Richard Lamb seconded the motion; motion carried.

Action Item #4 – Voucher Approval – Presented by Diana Doucette

Expenses are two percent lower relative to this time last year, Ms. Doucette reported. This is due to some payroll restructuring, she said.

Board Member Richard Lamb asked why there are never any taxes reported as part of Fund 6 – the capital fund.

President Corr said the state eliminated funding in this area around 2009-2010, so there will never be any reporting or revenue or tax in that area. The balance will remain at zero, he clarified.

Board Member Maria Chavoya motioned to approve the voucher. Board Member Olivia Zepeda seconded the motion; motion carried.

President's Reports

Vice President for Learning Services Dr. Linda Elliott-Nelson: Dr. Elliott-Nelson's report centered on agricultural

science which is part of the Division of Science chaired by Dr. Joann Chang. Some of the most popular agricultural science classes are plant science, food safety in facilities, soils and vegetable crop production.

Dr. Elliott-Nelson said the degree relies on its agriculture industry partners who not only help within the classes themselves but also teach as adjunct professors. Recently, owner of RD4AG Steve West worked with AWC students to illustrate the difference between crops grown in clay versus sandy soils.

Astronaut Michael Foreman made a return visit to Yuma last week, Dr. Elliott-Nelson said. The visit included community presentations. About three hundred individuals attended his speaking engagement at Arizona Western College. He also spoke at the Yuma County Science Fair Dinner, a number of local high schools, Gowan Science Academy and the Adult Literacy Plus Graduation.

Board Member Richard Lamb asked if Astronaut Foreman may be able to speak in Parker in the future. Dr. Elliott-Nelson said they can certainly look into the possibility of a return visit.

Dean of Public Relations and Marketing Lori Stofft: Ms. Stofft invited Biridiana Martinez to speak with her as one of the Strategic Planning Committee Tri-Chairs. The ladies presented the Strategic Planning tree graphic, which represents the process for the college. The tree is nurtured through various planning initiatives/events and is reflected in the fruits of our labor – successful students.

The tri-chairs are working in conjunction with the Strategic Planning Task Force, President's Council and various other participants to ensure decisions are being made based on data. The groups are examining AWC data and industry articles. The information obtained through the Strength, Weaknesses, Opportunities, Threats survey that was recently sent out will inform focus groups, data sessions and workshops to be hosted by strategic consultant Liz Murphy next week, Ms. Stofft said. The large, TED talk style Horizon Event to be held on April 28 will include AWC staff, students and community partners from across both Yuma and La Paz County. The Horizon Event will be followed by an event in both Parker and San Luis. Ms. Martinez said the tri-chairs are working with staff in Parker and San Luis to coordinate participation in the Horizon Event.

Ms. Stofft directed interested parties to the Strategic Planning website for additional information.

Vice President for Student Services Bryan Doak: Mr. Doak shared that the Department of Veterans Services received a 100 percent compliance report on its audit with zero findings. He said the audit officials noted that the department represents the best the state has to offer in terms of compliance as well as support. The PACTO grant helped fund remodeling of the department, the creation of the student lounge for veterans was well as some of the support services offered, he said.

Admissions and recruitment staff have created a new event called Jump Start Saturdays, which targets the working adult who may not be able to get to the College during traditional hours of operation during the week. Once a month, individuals can attend Jump Start Saturdays to complete pre-enrollment tasks, he said.

Student Services hosted one Career Expo last week which focused on business, computer information systems and communications careers. Another Expo will be held in March and will focus on public safety, health and education careers. These fairs present an opportunity for community business partners to promote these careers with current students and potential students.

Matador Athletics are dominating this spring, Mr. Doak said. The baseball team is currently 14-3, softball is 12-5, women's basketball is 20-7 (second in the league) and men's basketball is 22-6 (will potentially host the regional final).

Mr. Doak thanked Dr. Corr for attending student activities and athletic events. He said students, faculty and staff appreciate having his support.

Chief Fiscal Officer Diana Doucette: Ms. Doucette presented the Board with the KAWC single audit for FY16. There was a slight increase in revenues paired with a slightly larger increase in expenses. Ms. Doucette has met with KAWC management to discuss budget adjustments designed to improve their financial position next year.

The Arizona State Retirement System will be increasing its long term disability costs next fiscal year by 0.02 percent. The

Yuma Area Benefits Consortium approved a five percent increase to healthcare costs. Both Ms. Doucette and Dr. Corr will develop a strategy to deal with these cost increases, she said.

Ms. Doucette recently visited Somerton City Hall to take a look at the new classrooms to be used by AWC that are currently being constructed. Dr. Elliott-Nelson is currently working with the City of Somerton on the lease agreement terms.

Board President Booth asked if the city is going to let AWC use the classroom rent free if the College provides the infrastructure.

Dr. Elliott-Nelson said the City of Somerton will be leasing the facility to AWC at a very good rate per square foot. The College aims to begin teaching classes at the location in Fall 2017.

Mr. Booth asked when the classes will be taking place.

Dr. Elliott-Nelson said she would like to see morning, evening, weekday and weekend classes held in the facility.

Director of Institutional Advancement Renee Smith: The AWC Foundation has 52 endowments to the tune of \$2.08 million, 156 scholarships and 40 program funds. Last year, the Foundation awarded \$205, 548 in tuition, emergency grants and program awards, Ms. Smith said. Scholarships are currently being disbursed and tracked for this fiscal year.

The Foundation created a new step-by-step, single page guide to applying for scholarships in conjunction with college publications. It is currently on display at the mall, in area high schools and in our various college offices.

Ms. Smith gave a breakdown of scholarships by area of study and highlighted that there are merit-based scholarships with a high minimum GPA but that there are also 64 scholarships for students with a GPA of 3.0 or lower.

Currently, the Foundation is conducting weekly visits to area high schools to assist students with admissions, financial aid and scholarship questions and concerns. The Foundation will also be traveling to Parker to conduct these high school visits. Some changes have been made to the application designed to make applicants critically think about their future and their community.

Board President Dennis Booth asked for an estimate of the number of students who may be interested in college but do not have the means to attend.

Vice President Doak said approximately 60 percent of the College's students receive some form of financial aid. There is a high need, he said.

Mr. Booth said it would be great if the college could somehow identify this population within the greater community and then target information and assistance for this population.

Board Member Maria Chavoya asked if there is a way to identify those individuals who have applied for a Pell grant but are denied assistance.

Mr. Doak said the College can identify those individuals.

Closing Items: President Corr said he was honored to attend his first Harvest Dinner in conjunction with this year's Southwest Agricultural Summit held on the Arizona Western College Yuma Campus. Several hundred SkillsUSA students are currently on campus for the region 1 competition, and a handful of these students as well as their parents approached Dr. Corr to thank the college for the change in tuition for the Early College Experience Credit.

The Higher Learning Commission extension site visit to the Parker Learning Center and Downtown Center resulted in a successful completion. President Corr thanked Dr. Elliott-Nelson for her hard work in coordinating the visit and the corresponding report.

The College is very excited to host its next meeting in San Luis and report on the great amount of activity taking place in South Yuma County.

The draft minutes will be approved at the next regular meeting of the Board in March.

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President Corr was invited to join the Governor's Arizona Commission on Postsecondary Education as a community college representative for rural community colleges.

Next Meeting: The next scheduled regular meeting will be Thursday, March 23, 2017 at the San Luis Learning Center at 9 am.

Adjourn: Board Member Maria Chavoya motioned to adjourn the meeting. Board Member Olivia Zepeda seconded the motion; motion carried.

The meeting adjourned at 10:52 am.

Respectfully submitted,

A handwritten signature in cursive script that reads "Rachel Caldwell".

Rachel A. Caldwell, Recording Secretary