

**MEETING MINUTES  
Arizona Western College  
District Governing Board  
March 23, 2017**

**Board Members Present:** Board Secretary Olivia Zepeda, Richard Lamb, Maria Chavoya, Melissa Wright

**Board Members Absent:** Board President Dennis Booth

**Others Present:**

Dr. Daniel P. Corr, President  
Dr. Raymond Aguilera, Superintendent of Gadsden Elementary School District #32  
Lee Altman, Vice President of the Faculty Senate  
Jennie Buoy, Professor of ESL  
Rachel Caldwell, Executive Assistant to the President  
Lizet Camarena, Student Government Association President  
Junior Castro, User Support Administrator  
Richard Clutter, President at Emc2 Group Architects  
Amy Crawford, Reporter for the Yuma Sun  
Susanna De Loa, South Yuma County Services Center Assistant  
Bryan Doak, Vice President for Student Services  
Adele Edwards, Director of Computer Information Services  
Dr. Linda Elliott-Nelson, Vice President for Learning Services  
Kari Gardner, Chief Human Resources Officer  
Maria Guzman, South Yuma County Services Academic Advisor  
Mary Kay Harton, Dean of Students  
Dr. Lisa Martinez, Professor of ESL  
Victor Mata, Coordinator of Technology  
Dawn Ponce, Director of Instinct2 Grant  
Cecilia Ramos, San Luis City Council  
Gabriela Rodan, South Yuma County Services Clerk  
Dr. Susan Salminen, Professor of ESL  
Norma Sanchez, Principal of San Luis Middle School  
Lori Stofft, Dean of Public Relations and Marketing  
Susanna Zambrano, Associate Dean of South Yuma County Services

**Call to Order:** Board Secretary Olivia Zepeda called the meeting to order at 9:00 am.

**Introductions:** Chief Human Resources Officer Kari Gardner introduced User Support Administrator Cindy Romero, Dean of Students Mary Kay Harton, Director of Computer Information Services Adele Edwards and Associate Dean of South Yuma County Services Susie Zambrano. Ms. Zambrano introduced her staff – Susanna De Loa, Gabriela Rodan, Victor Mata, Maria Guzman, Dr. Lisa Martinez, Dr. Susan Salminen, Elena Noriega, Mary Miranda, Laura Gauna and Jennie Buoy.

**Approval of Minutes:** Board Member Maria Chavoya motioned to approve the minutes from the February 24, 2017 Board Meeting. Board Member Melissa Wright seconded the motion; motion carried.

**Adoption of Agenda:** Board Member Maria Chavoya motioned to adopt the agenda for the March 23, 2017 meeting as written. Board Member Melissa Wright 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 the Association last met on March 9. Part of the discussion centered on what the group can do to support the Pima and Maricopa Community College Districts with regards to receiving state funding. She emphasized that community colleges need to sell themselves to the legislature by demonstrating the widespread impact these colleges have on the communities they operate in.

Board Member Melissa Wright volunteered to serve as an alternate for Ms. Chavoya on the Association. Ms. Chavoya also noted that she is trying to schedule one of the meetings to take place at Arizona Western College.

**Faculty Report:** Vice President of the Faculty Senate Lee Altman presented on behalf of faculty. He noted that several faculty members recently served as judges at both the Yuma County Science and Engineering Expo and a Future Farmers of America contest.

The 2017 Southwest Ag Summit once again took place on the AWC Yuma Campus. Professors Sarah Berner and Leigh Loughhead assisted with the two-day event. AWC agricultural science and welding students also participated in the Summit.

Professor of History Monica Ketchum presented at a University of Arizona workshop for community college educators on the topic "Exploiting the Most Vulnerable: Trafficking of Refugees."

The Child Development Learning Lab hosted a successful childcare licensing visit in February 2017. The EMS/EMT programs received official certification. The program is ranked in the top 4 throughout the State of Arizona.

Mr. Altman presented a list of important graduation dates:

- May 10 – Community Health Worker graduation
- May 11 – Radiologic Technology graduation
- May 12 – Law Enforcement Training Academy graduation
- May 17 – Nurses Pinning

Board Secretary Olivia Zepeda asked Mrs. Rachel Caldwell to send the list of dates to the Board.

**Classified Employee Association (CEA) Report:** Mr. Junior Castro gave a recap of the 2017 CEA Professional Development Day on February 16 which centered on the theme "Training Superheroes." The CEA believes each employee has a super power that positively impacts student success, he said.

The event included robust participation from across AWC's campus sites as well as participation from NAU-Yuma staff members. Guest presenter Erin Brandt of Erin K. Brandt & Associates taught sessions on creating respectful teams, business etiquette, leveraging strengths, service excellence, talking like a leader, and laughter and play. These sessions were full and in high demand due to their interactive nature.

Many other sessions were taught throughout the day by AWC staff including topics such as Colleague training, CPR certification, travel training and dealing with difficult students.

Mr. Castro said the CEA also hosted a spirit week with dress-up themes for employees to enjoy.

Board Secretary welcomed Dr. Raymond Aguilera as he entered the meeting.

**Student Government Association Report:** President Lizet Camarena introduced the South Yuma County SGA Vice President Daniel Famanía. Vice President Famanía said SGA in South Yuma County tries to participate in as many events at the Yuma Campus as possible, hosts its own events locally and replicates some of the initiatives from the Yuma Campus. One of those initiatives is the chalkboard wall. South Yuma County now has its own wall that features weekly questions students can answer. The Somerton Family Night scheduled to be held March 22 was canceled due to poor weather, but Mr. Famanía said SGA and Rotoract will be participating in the event when it is rescheduled. The students also took part in the San Luis Family Night.

Some of the issues students in South Yuma County are talking about include:

- No Wi-Fi at the Somerton campus
- Desire for extended bus service between South Yuma County campuses and the Yuma campus
- Possibly hosting a Relay for Life event in Somerton

SGA is currently surveying students to capture any concerns they may have, he said.

Board Secretary Zepeda said she took note of Vice President Famera's concerns.

**Student of the Month:** Dr. Linda Elliott-Nelson introduced Associate Dean Susie Zambrano to announce the student of the month.

Associate Dean Zambrano paused to announce another guest – San Luis City Councilwoman Cecilia Ramos.

Ms. Zambrano noted that AWC participates in the monthly Ambassador of Excellence program alongside Gadsden School District #32, San Luis High School and PPEP Tec High School to recognize South Yuma County's finest students. Ms. Esther Landeros was recognized as the March 2017 Ambassador of Excellence. Ms. Landeros is majoring in social work and is also an ESL student. She volunteers within the community and at her local church. In Somerton, Mr. Anthony Casado was recognized.

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

Ms. Gardner presented Advisor/Coordinator for the Instinct2 Grant Joselyn Medina for Board approval.

Board Member Maria Chavoya motioned to approve the candidate for a contractual position with the College. Board Member Melissa Wright seconded the motion. Motion carried.

Open Full-Time Professional Administrative Positions

- Vice President for Finance and Administrative Services
- Director of Nursing and Allied Health
- Dean for Career and Technical Education
- Learning Articulation Coordinator for Instinct2 Grant
- Advising and Student Services Coordinator (South Yuma County)
- Accountant
- Continuing Education Manager

Open Faculty Positions

- Professor of Computer Information Systems
- Professor of Engineering
- Professor of Environmental Science

**Action Item #2** – Consideration to Approve the Purchase of Network Equipment– Presented by Diana Doucette

This purchase would allow the college to replace aging equipment responsible for connecting campus computers with the internet as well as the college servers. The cost of the project is \$349,996.94. It will be financed at 0% interest over five years. The yearly cost to the college is \$69,999.39.

Board Member Melissa Wright motioned to approve the purchase. Board Member Richard Lamb seconded the motion.

Board Member Olivia Zepeda asked how this purchase will support the Somerton Center with reference to the concerns made earlier by SGA Vice President Daniel Famera.

Ms. Doucette said this purchase does not deal with any Wi-Fi.

Ms. Zepeda asked if there is a plan to address these concerns.

Director of Computer Information Services Adele Edwards said the college does have a project in place to replace the aging Wi-Fi equipment throughout the college. Starting next year, the college will begin replacing the oldest equipment across campuses and will also assess demands for new equipment.

Board Member Maria Chavoya asked if the cost of the project is the amount the college has budgeted.

President Corr said that it is budgeted.

Ms. Edwards said this particular three-year project will assess/replace network equipment across all campuses beginning with the equipment housed in the data center. The equipment in the residence halls will also be updated, she said.

Motion carried.

**Action Item #3** – Voucher Approval – Presented by Diana Doucette

The Board was presented with the budget report for February 2017, which concluded on a solid note with expenses still tracking lower than they were this time last year, Ms. Doucette said.

The result of fiscal operations for the month ended February 28, 2017 indicated that expenses exceeded revenues. On February 28, 2017, the cash balance was \$18,478,504 compared to \$16,179,833 on the same date last year.

Board Member Maria Chavoya motioned to approve the voucher. Board Member Melissa Wright seconded the motion; motion carried.

**President's Reports**

**Dean of Public Relations and Marketing Lori Stofft:** The College embarked on its 14-month strategic planning process in December 2016. The plan will include input from students, faculty and staff, and constituents from the various communities AWC serves.

Dean Stofft shared she is one of three tri-chairs leading the strategic planning initiative. The other two tri-chairs are Professor Ellen Riek, representing the faculty, and Mrs. Biridiana Martinez representing classified employees. The strategic planning task force includes employees from the professional administrative, faculty and classified groups, and employees from across campuses. The process is being guided by an external consultant – Liz Murphy of CampusWorks.

On April 28, Arizona Western College will host a Horizon Symposium designed to bring all constituents together for a keynote strategic planning learning and discussion event. The Symposium will feature several TED-style talks, including keynote speaker Ray Suarez, a well-known journalist, who will present on educational equity. The symposium will stream live to Parker and San Luis. That evening, Dr. Corr will meet with key stakeholders over a dinner in San Luis. On April 29, he'll meet with stakeholders in Parker over breakfast.

Board Member Richard Lamb asked who the recorder will be for these events.

Dean Stofft said the tri-chairs and consultant Liz Murphy will be training facilitators from the task force and President's Council on April 11.

Board Member Maria Chavoya thanked all those who have done their part to participate in the strategic planning process.

**Vice President for Student Services Bryan Doak:** Vice President Doak began by congratulating Associate Dean Zambrano on her new leadership position with the college.

Vice President Doak highlighted areas in which student services is supporting South Yuma County:

Career and Advisement

- Orientation 101 taught by Yuma campus advisor; new student orientations held at San Luis Learning Center (Fall/Spring)
- Supported San Luis Family Night, San Luis Film Festival, voter registration (Fall)
- Presented to PPEP Tec High School students in Somerton (Fall)
- Education Major Information Session (Spring)
- Presentation to Campesinos Sin Fronteras Youth Group in San Luis (Spring)
- Experience AWC promotional visits to San Luis/Somerton schools (Spring)

Other student services initiatives:

- Financial Aid will host spring workshop and scholarship events at San Luis High School
- Testing Services visits monthly to administer CLEP exams
- AccessABILITY Resources hosts monthly meetings with students in South Yuma County
- Transfer Services hosted Career Awareness Day at the San Luis Learning Center on March 8 as part of the 2017 Transfer Week. The La Paz Transfer Fair Week will be held in Fall 2017.

Vice President Doak also mentioned some of the same campus activities that SGA Vice President Daniel Famaia mentioned earlier. He noted that the Wall of Expression has been a big hit with students. The College Assistance Migrant Program (CAMP) will continue to be promoted in San Luis High School.

Ten students from South Yuma County were selected to attend the National Collegiate Leadership Conference in February 2017.

Board Member Olivia Zepeda asked if South Yuma County is equipped with enough faculty and staff to handle the students AWC recruits.

Vice President Doak said student services uses Admissions, Recruitment and Outreach Coordinator Mandy Heil and the Ambassadors to recruit alongside South Yuma County faculty and staff. Recruitment efforts are often led by faculty and staff in South Yuma County and supported by Ms. Heil from the Yuma Campus, he said. South Yuma County is also supported by campus life, CAMP and the TRIO grants programs.

Dr. Linda Elliott-Nelson noted that the instructor piece will be presented on during Associate Dean Zambrano's report.

Superintendent Raymond Aguilera thanked Arizona Western College for providing great programs for South Yuma County students. He noted that a very high percentage of South Yuma County students are involved in the Johns Hopkins Center for Talented Youth Program through which they take college courses. He said he has suggested to AWC leadership that students somehow receive credit for the college-level courses they take through Johns Hopkins. He also emphasized that he would like to see AWC recruiting students from a younger age (6-12 years). He invited and encouraged AWC to help young students in South Yuma County.

Vice President Doak said the new Early College Tuition Rate of \$25 per credit hour is designed to do exactly that – attract students of a younger age in hopes of recruiting and retaining them. He also noted that year in and year out, San Luis High School capture rates are the highest across the community college district.

San Luis City Councilwoman Cecilia Ramos asked what AWC does to promote this fact.

Dean Stofft said the college is always on the lookout for great stories and has, in fact, published press releases on the Johns Hopkins Center for Talented Youth Program.

President Corr said he recognizes that there is something magical going on in South Yuma County. He has asked Dr. Elliott-Nelson and Associate Dean Zambrano to develop a site-specific plan for South Yuma County.

**Vice President for Learning Services Dr. Linda Elliott-Nelson and Associate Dean for South Yuma County Services Susanna Zambrano:** Vice President Elliott-Nelson presented architectural renderings of the renovations to San Luis Middle School that will take occur as a part of the \$5.9 million informatics Instinct2 grant. She introduced Director of the Instinct2 Grant Dawn Ponce, who walked the Board through the details of the renderings and the construction phases of the project.

Dr. Elliott-Nelson and Dawn Ponce both thanked Dr. Aguilera for his support throughout the planning process.

Board Member Olivia Zepeda welcome Principal of San Luis Middle School Norma Sanchez and asked if there was anything she would like to say. Ms. Sanchez said they are very excited to accommodate the renovations and work alongside AWC to recruit the talented, young students in South Yuma County.

Associate Dean Zambrano started her presentation by noting that the population in San Luis is expected to grow by 37% by 2020. Somerton is expected to grow by 20% by 2020, she said. Almost 37% and 38% of the population are below the age of 18 in both San Luis and Somerton, respectively. This is exciting news for our centers, she said.

South Yuma County Services currently employs 10 full-time and 66 part-time faculty. In San Luis, there are six full-time staff members, and in Somerton there are three. Ms. Zambrano said she is especially proud of the fact and faculty and staff work together closely in both locations.

In San Luis, the following degrees are offered:

- Associate of Arts (in person)
- Administration of Justice (in person)
- Computer Informatics (in person)
- Certificate – Early Childhood Education (in person)
- Certificate – Community Health Worker (in person)
- AGEC A (in person)
- Business (in person/online)
- Education (in person/online)

In Somerton, the following degrees are offered:

- Certificate – Early Childhood Education (in person)
- Associate of Arts Certificate (in person/online)
- AGEC (in person/online)

AWC is excited to be leasing a classroom in the new Somerton City Hall. Details of the lease are being finalized, she said. Courses will be offered in English, math, art history, social science, reading, administration of justice, speech, orientation, computer science. The goal is for classes to commence in Fall 2017.

President Corr recently visited the San Luis Learning Center and met with faculty and staff, the Gadsden School District, San Luis High School, San Luis News, Bajo El Sol, and, most importantly, students. A visit to the Somerton Center will be scheduled soon.

Career Awareness Day in San Luis featured community professionals who discussed their pathways through higher education and the obstacles they had to overcome on the way. Ms. Zambrano thanked Board Member Zepeda for assisting with the event.

Currently, 26 students are participating in the Gadsden Math Project in conjunction with AWC in Spring 2017. Somerton Educational Family Night scheduled for March 22 was canceled due to poor weather but will be rescheduled soon.

Ms. Zambrano said she is thankful for her talented and passionate faculty and staff. There is great potential for growth in the great communities South Yuma County Services reaches, she said.

Board Member Melissa Wright commended AWC and the school district for the great work both organizations are doing and for the remarkable opportunities being offered to students in South Yuma County.

**Closing Items:** President Corr thanked the community members in attendance. He also thanked Associate Dean Zambrano and staff for accommodating the meeting.

Dr. Elliott-Nelson, Mr. Doak and President Corr will be traveling to Chicago next week for the Higher Learning Commission annual conference. The college is on track for its reaccreditation visit in 2019.

President Corr and his Cabinet have been working diligently on a transitional and transparent budget that will be presented to the Board in several meetings in April.

The college is tremendously excited by its strategic planning process which will plot a path forward through 2025. President Corr said it is his belief that AWC can and should be a catalyst for transformational change in Yuma and La Paz County. He urged all constituents to participate in the strategic planning Horizon Symposium events on April 28-29.

Board Member Olivia Zepeda said there will be a meeting of the Arizona Latino School Board Association in Yuma on

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

April 12 at the Yuma School District One Board Room at 5:30 pm. Board Members are welcome to attend, she said.

**Next Meeting:** The next scheduled regular meeting will be Monday, April 17, 2017 in the Frances Morris Board Room at the Yuma Campus at 3:00 pm.

**Adjourn:** Board Member Maria Chavoya motioned to adjourn the meeting. Board Member Melissa Wright seconded the motion; motion carried.

The meeting adjourned at 11:00 am.

Respectfully submitted,

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

Rachel A. Caldwell, Recording Secretary