

MEETING MINUTES
Arizona Western College
District Governing Board Meeting
Regular Meeting 8:00 am
Frances Morris Boardroom and Via Zoom
November 12, 2020

Board Members Present: Board President Dennis Booth, Richard Lamb

Board Member present by phone, Zoom: Board Secretary Olivia Zepeda, Maria Chavoya, Anna Camacho

Board Member Absent: None

Others Present within Frances Morris Boardroom:

Dr. Daniel Corr, President

Ashley Herrington, Chief of Staff

Dr. Diane Carrasco-Jaquez, Vice President of Learning Services

Reetika Dhawan, Associate Vice President of Workforce Development and Career and Technical Education

Daphne Rivera, Student of the Month

Mother of the Student of the Month

Others Present by Zoom:

Shahrooz Roothparvar, Vice President of Finance and Administrative Services (presented in person during Action items)

Bryan Doak, Vice President for Student Services

Bob Walker, Vice President of Technology

Karen Johnson, Chief Human Resources Officer (presented in person during Action item)

Michelle Landis, Director of Financial Services and Controller

Fatima Covarrubias, SGA President

Kathy Ocampo, Associate Dean of La Paz County

Community Member Present: None

Dr. Colton Kempton, Faculty Senate Representative
Shara Skinner, Student Leadership and Activities
Desiree Gunderman, CEA Co-President; Administrative Assistant to the Vice President of Learning Services

Michelle Thomas, Director of TRIO Programs

Gloria Hager, Director of Nursing

Kurt Freund, Managing Director, RBC Capital Markets

Timothy Stratton, Partner, Gust Rosenfeld Law

Travis Mitchell, Television Producer

Call to Order: Board President Dennis Booth called the Regular Meeting to order at 8:02 am.

The Pledge of Allegiance: Led by Board President Dennis Booth.

Adoption of Agenda: The agenda for the November 12, 2020 meeting presented for approval.

Motion by Richard Lamb, seconded by Maria Chavoya

Final Resolution: Motion Carries

Yea: Anna Camacho, Maria Chavoya, Olivia Zepeda, Richard Lamb and Dennis Booth

Nay: None

Approval of Workshop Minutes: October 19, 2020 Board Workshop Meeting Minutes presented for approval.

Motion by Maria Chavoya, seconded by Anna Camacho

Final Resolution: Motion Carries

Yea: Anna Camacho, Maria Chavoya, Olivia Zepeda, Richard Lamb and Dennis Booth

Nay: None

Approval of Regular Meeting Minutes: October 19, 2020 Board Regular Meeting Minutes presented for approval.

Motion by Richard Lamb, seconded by Olivia Zepeda

Final Resolution: Motion Carries

Yea: Anna Camacho, Maria Chavoya, Olivia Zepeda, Richard Lamb and Dennis Booth

Nay: None

Call to the Audience:

No one approached the call to the Audience

Arizona Association of District Governing Boards (AADGB)

Ms. Maria Chavoya presented on behalf of the Arizona Association of District Governing Boards (AADGB). She shared her nominated position as Treasurer for the Committee, Demion Clinco of Pima County community College as Chair and Deb McCasland from Yavapai as Secretary. The group is coordinating with Arizona Community College Coordinating Council (AC4) for administrative support and the AADGB group plans to participate

Employee Reports:

Student Government Association; Presented by Fatima Covarrubias

Fatima Covarrubias presented on behalf of Student Government Association (SGA). Phi Theta Kappa and other Honors students recently volunteered at the Yuma Food Bank supporting prepare packages for distribution. SGA participated in virtual "I'm Going to College" 5th Grade college exploration event with OC Johnson Middle School talking about College as a student offering advice and recommendations for success in college. The Business Club is participating in the local Business Event hosted by local business grocery store, Fry's. SGA will be hosting a game day November 16 and 17 to bring students together playing games in the grass quad and learn more about clubs and organizations across the District. Kindness campaign still underway through the SGA Instagram account. SGA is still collecting sweaters for the sweater drive accepting clean sweater donations which can be donated beginning November 30.

Faculty Association Report; Presented by Dr. Colton Kempton

Dr. Colton Kempton presented on behalf of Faculty Association. Dr. Kempton introduced the recent nomination of Theater Professor Ann Wilkinson's nomination for Tribute of the Muses with Yuma Fine Arts center. Dr. Sara Amani presented at the AZTESOL (Arizona Teachers of English to Speakers of other languages) Conference.

Classified Association Report; Presented by Desiree Gunderman

Desiree Gunderman presented on behalf of Classified Employee Association (CEA). Desiree presented about Covid-19 Testing, IG2C Event and Educational Growth by CEA Employees. Ashley Macawile coordinated all of AWC Covid-19 Yuma testing events resulting in 163 Matadors testing, including students and employees. Additional testing scheduled for November 18 and December 2 through partnerships with Yuma County Health Department, Regional Center of Border Health and US Army National Guard. The Saliva Based testing brought LETA and EMS Students as volunteers serving over 600 community members. Desiree shared 8 CEA completed their degrees, with 26 employees actively working towards higher education degrees. Desiree featured two CEA members who are actively working on their degrees: Victoria Willoughby and Brian Sankey.

Student of the Month; Presented by Dr. Diane Carrasco-Jaquez

Dr. Diane Carrasco-Jaquez welcomed Dr. Sarah Snyder. Dr. Snyder shared these remarks,

"A sincere thank you for making the Student of the Month award available to all of the past, present, and future exceptional Arizona Western College students. On behalf of all of Daphne's professors from this semester who collaborated to nominate her for the student of the month at AWC, including Psychology Professor Michelle Thomas, Fine Arts Professor, Bill Blomquist, and Administration of Justice Professor, Bertha Avila, and myself, as her Professor of Composition, I would like to recognize Ms. Daphne Rivera for her overall excellence in academics and the arts as well as for her grit and character. As Professor Thomas wrote in her nomination, Daphne is an outstanding participant in the AWC KEYS program. She has fully embraced all the KEYS program has to offer, and is also in the Guided Pathways to Success cohort class. Daphne's Fine Arts professor added that "because of her superior engagement she is one of the students chosen to participate in the current exhibition

of drawings in the AWC Yuma Campus Art Gallery.” In my own observations of Daphne, she has been a true leader in her ENG 100 and 101 classes co-req, showing curiosity and hard work throughout the semester. She motivates her classmates, and is cultivating writing skills that will serve her well. I admire her work ethic and am excited to see what the future holds for her.

During our “First Generation” celebration month of November, we are honored to lift Daphne up as a first-generation example to her peers. We believe that she possesses three important and essential qualities for success: passion, purpose, and potential.

Action Items

Action Item #1 – Human Resources Candidates for Exempt Positions and Review of Unfilled Positions – Presented by Karen Johnson

Candidates for Exempt Positions

- No Positions were presented for approval.

Motion by Richard Lamb, seconded by Maria Chavoya.

Final Resolution: Motion Carries

Yea: Richard Lamb, Anna Camacho, Maria Chavoya, Olivia Zepeda, Dennis Booth

Nay: None

Abstain: None

The **Board Approved** the human resources packet presented.

Action Item #2 – Consideration to Approve New Curriculum– Presented by Dr. Diane Carrasco-Jaquez

Motion by Maria Chavoya seconded by Richard Lamb.

Final Resolution: Motion Carries

Yea: Richard Lamb, Anna Camacho, Maria Chavoya, Olivia Zepeda, Dennis Booth

Nay: None

Abstain: None

Summary – New Curriculum proposed includes the:

1. English Language Proficiency for Non-native English Speakers
2. Fire Academy
3. Small Unmanned Aerial Systems
4. Geospatial Technologies Technician GSST

Curriculum deleted in the following program:

1. Geospatial Technologies Specialist GSTS

The **Board Approved** the New Curriculum.

Action Item #3 – Consideration to Cengage Learning - Reimbursement Partnership for Fiscal Year 2020-2021– Presented by Shahrooz Roohparvar

Motion by Maria Chavoya, seconded by Anna Camacho.

Final Resolution: Motion Carries

Yea: Richard Lamb, Anna Camacho, Maria Chavoya, Olivia Zepeda, Dennis Booth

Nay: None

Abstain: None

Summary- Consideration to approve a reimbursement partnership between Cengage, US Department of Defense

and Arizona Western College which continues to prosper and has had a great impact on our community. A blanket purchase order in the amount of \$60,000.00 pays for the invoices from Cengage/Ed2go for student enrollments. The money is then given back as revenue from MyCAA.

The College's Purchasing Procedure (Procedure 337.1) requires that purchases exceeding \$50,000 be brought to the District Governing Board for approval.

The **Board Approved** the Partnership with Cengage Learning - Reimbursement Partnership for Fiscal Year 2020-2021.

Action Item #4 – Consideration to Adopt the Resolution to Extend the Intergovernmental Agreement with the Yuma Mesa Irrigation and Drainage District for Delivery of Water– Presented by Shahrooz Roohparvar

Motion by Maria Chavoya, seconded by Olivia Zepeda.

Final Resolution: Motion Carries

Yea: Richard Lamb, Anna Camacho, Maria Chavoya, Olivia Zepeda, Dennis Booth

Nay: None

Abstain: None

Summary - The District has had an Intergovernmental Agreement in place with the Yuma Mesa Irrigation and Drainage District since 1976. The IGA has allowed Yuma Mesa Irrigation and Drainage District to deliver water from the Colorado River to the AWC Yuma Campus. The resolution to extend the term of the Intergovernmental Agreement is needed as the College and the Yuma Mesa Irrigation and Drainage District desire to extend the IGA through June 30, 2023.

The **Board Approved** the Resolution to Extend the Intergovernmental Agreement with the Yuma Mesa Irrigation and Drainage District for Delivery of Water.

Action Item #5 – Consideration to Approve Revenue Bond for Facilities Improvement– Presented by Shahrooz Roohparvar

Motion by Maria Chavoya, seconded by Richard Lamb.

Final Resolution: Motion Carries

Yea: Richard Lamb, Maria Chavoya, Olivia Zepeda, Dennis Booth

Nay: Anna Camacho

Abstain: None

Summary – Since 2018, the Board and College Leadership has been discussing the status of the Facilities of the College. Across the District, there have been new buildings built, renovations completed and other buildings evaluated for continued use.

The College proposes the issuance of Revenue Bonds to fund Facilities projects to include: Infrastructure improvements, DeAnza Residence Hall replacement; Business Administration (BA) Building replacement and a new Allied Health Academic Complex at the Yuma Campus, and instructional improvements needed across the District.

The College may begin to incur expenses to be recovered through Bond sales and all purchases will be made in accordance with College purchasing manual.

Budgetary Considerations - The College does not want a tax item to impact the residents of La Paz and Yuma County. It recommends funding through Revenue Bonds issued by the College for the Facilities Plan. Revenue bonds issued by the College are secured by and payable solely from the collective tuition and fee revenues of the College, rather than from a tax.

The Revenue Bonds are intended to be sold in separate issues over 3 years, with construction of the facilities to be completed in those 3 years. Pursuant of the Authorizing Resolution, the total Revenue Bonds authorized and issued by the College may not exceed \$35 Million plus the cost of issuing the Revenue Bonds. The Authorizing Resolution also limits the interest rate on the Revenue Bonds to no more 6% and the repayment period to no more than 25 years after the date of issuance of the Revenue Bonds.

The President recommends the District Governing Board approve the authorization to issue not to exceed \$35 million of District Revenue Bonds at a not to exceed 6% interest rate and for a term not to exceed 25 years form the date of their issuance.

Discussion included comments from Timothy Sutton, counsel from Gust Rosenfeld Law about the liability of payments of a revenue bond primarily from tuition and fees with interest rate no more than 6%.

The **Board Approved** the Revenue Bond for Facilities Improvement.

Action Item #6 – Voucher Approval (October 2020) – Presented by Presented by Shahrooz Roohparvar

Motion by Maria Chavoya, seconded by Olivia Zepeda.

Final Resolution: Motion Carries

Yea: Richard Lamb, Anna Camacho, Maria Chavoya, Olivia Zepeda, Dennis Booth

Nay: None

Abstain: None

Summary – The result of the fiscal operations for the month ended October 31, 2020, indicated that expenses exceeded revenues. On October 31, 2020, the cash balance was \$17,320,372 compared to \$16,659,467 on the same date last year.

Operational- Fund 0 – The District received 13% of its anticipated revenues and expended 28% of its budgeted expenditures, compared to 20% and 31% respectively, last year.

Compared to 10,961 credit hours billed to students last year, this year 10,023 credit hours were 18 and under, active high school students. These students are billed \$25 per credit instead of the \$88 per credit. The AWC Community betterment plan has resulted in \$631, 418 or 1% of anticipated revenues to support the education of youth in community.

Capital – Fund 6 – The District received 0% of its anticipated revenues and expended 9% of its budgeted expenditures, compared to 0% and 81%, respectively, last year.

Please note the increase in last year’s Unexpended Plant Fund is due to the large IT purchases approved by the District Governing Board members at the May and June 2019 meetings. Although 100 percent of the expenditures reflects in the year of acquisition, the cash flow is reflected 20 percent annually for five years. Should the amount expended have been reported on a cash flow basis, the expended percent would have been reported as 39%.

The **Board Approved** the Voucher for October 2020.

President’s Reports

Workforce Development Career and Technical Education; Presented by Reetika Dhawan, Associate Vice President of Workforce Development and Career and Technical Education

Reetika Dhawan introduced Ms. Gloria Hager to share information regarding the college’s successful Nursing program. The AWC is very competitive which is limited to the top 40 students each year, out of a roster of 120

qualified applicants. Many students continue to earn their Bachelors of Nursing through the partnership with Northern Arizona University (NAU)- Yuma campus. AWC has maintained the minimum of 80% to pass the NCLEX test and the average is 89% of AWC students. While students are adjusting due to Covid-19, the program continues to invest in simulation scenarios and limited simulation training through practical lab time.

>> Maria Chavoya left the meeting at 9:41 am.

Closing Items:

In Dr. Corr's closing remarks included his appreciation for the approval of the Revenue Bond with quarterly reports to the Board to report the progress of the Facilities Master Planning.

Dr. Corr congratulated Mr. Dennis Booth and Mr. Richard Lamb on their election win of District 3 and District 1 respectfully. Dr. Ken MacFarland was voted into District seat #2 for the College District Governing Board.

Spring Registration opened November 9, 2020. Following trends in higher education, enrollment at AWC is trending down. Through this anticipated decline, the administration continues to anticipate multiple budget scenarios for FY 2022. Even through a difficult budget and fiscal plan, funding will continue to focus on the student experience and continue to invest in resources for the student's success.

Dr. Corr congratulated the two AWC employees recognized in the Yuma Sun "Top 20 under 40" awards recognizing Shahrooz Roohparvar, Vice President of Finance and Administration Services and Ashley Herrington, Chief of Staff.

Dr. Corr closed with remarks of thanks to the District Governing Board for their support, dedication and passion to the College and Community.

Next Meeting: The next scheduled regular meeting will be Monday, December 14, 2020 by Zoom and at the Yuma Campus at via Zoom at 8:00 am.

Adjourn: The meeting matters were complete.

Motion by Olivia Zepeda seconded by Anna Camacho.

Final Resolution: Motion Carries

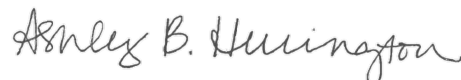
Yea: Olivia Zepeda, Anna Camacho Richard Lamb and Dennis Booth

Nay: None

Abstain: None

The Board **Approved** the next meeting date and final matters of the meeting. The meeting adjourned at 9:50 am.

Respectfully submitted,



Ashley B Herrington, Recording Secretary