

**MEETING MINUTES**  
Arizona Western College  
District Governing Board Meeting  
Regular Meeting  
Frances Morris Boardroom  
May 18, 2018

**Board Members Present:** Board President Dennis Booth, Board Secretary Olivia Zepeda, Maria Chavoya, Melissa Wright and Richard Lamb

**Others Present:**

Bryan Doak, Vice President for Student Services

Dr. Linda Elliott-Nelson, Vice-President for Learning Services

Lori Stofft, Vice President for Advancement

Kari Gardner, Chief Human Resources Officer

Ashley Herrington, Executive Assistant to the President

Biri Martinez, Classified Employee Association

Shahrooz Roohparvar, Vice President for Finance and Administrative Services

Amelia Bowdell, Professor of ESL/ASL

David Lopez, ASL Student

Nicholas Richards, ASL Student

Mary Kay Harton, Dean of Students

Cindy Romero, User Support Administrator

Amy Crawford, Reporter for the Yuma Sun

Dr. Joann Chang, Faculty Senate Liaison to the District Governing Board

Cindy Romero, User Support Administrator

Chase Wiles, Student Government Association President

David Sylvester, Director of Nursing

Kayla McClain, Student of the Month

Sean McClain, Husband of Kayla McClain

Jessica Isabella, Friend of Kayla McClain

Cheryl Smith, Friend of Kayla McClain

Jeanne Foerster, ASL Student

Angelica Gonzalez, CEA Member

Ashley Macawile, CEA Member

Julissa Fitz, CEA Member

Jodi Trout, CEA Member

Justin Martinez, CEA Member

**Call to Order:** Board President Dennis Booth called the Special Budget Meeting to order at 3:00 pm.

**Public Hearing on 2018-2019 College Budgets**

President Dr. Daniel P. Corr reiterated the 2018-2019 budget summary goals. The goals of the 2018-2019 budget reflect the goals set forth in the College's Strategic Plan. Due to the strong fiscal stewardship of the College, there is no increase in taxes for residents of Yuma or La Paz County.

Board Members noted their appreciation of the 2% increase of pay and coverage of increased Health Care Costs to College employees and faculty. Collectively, they also recognized the fiscal responsibility demonstrated crafting the budget without a tax increase.

**Call to the Audience:** Board President Dennis Booth invited members of the community to speak during the public hearing on the proposed budget.

No person approached the call to audience

Board Member Melissa Wright motioned to accept the budget as proposed. Board Member Olivia Zepeda seconded the motion; motion carried unanimously.

**Roll Call Vote to Adopt the 2018-2019 College Budgets:**

Board President Dennis Booth – yes

Board Secretary Olivia Zepeda – yes

Board Member Maria Chavoya – yes

Board Member Melissa Wright – yes

Board Member Richard Lamb – yes

The motion to adopt the 2018-2019 college budgets as presented carried with a 5-0 unanimous vote.

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

The special meeting adjourned at 3:06 pm

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**Call to Order:** Board President Dennis Booth called the Regular Meeting to order at 3:08 pm.

**The Pledge of Allegiance:** Led by Dennis Booth.

Professor Amelia Bowdell, Professor of American Sign Language, signed the Pledge with support of Students Daniel Lopez and Nicholas Richards from the ASL program. Dr. Corr and the Board thanked the students and Professor Bowdell for their participation.

**Introductions:** Chief Human Resources Officer Kari Gardner welcomed the Board Members, Dr. Corr, and Ashley Herrington then welcomed students and guests.

**Approval of Minutes:** Board Member Maria Chavoya motioned to approve the minutes from the April 16, 2018 Board Meeting. Board Member Melissa Wright, seconded the motion; motion carried.

**Adoption of Agenda:** Board Member Melissa Wright made a motion to adopt the agenda for the May 18, 2018 meeting as written. Board Secretary Olivia Zepeda seconded the motion; motion carried.

**Call to the Audience:** No person approached the call to audience

**Arizona Association of District Governing Boards:** Board Member Maria Chavoya shared the last meeting was April 27, 2018. The Association has a new name: Association of the Community College Trustees (ACCT). New Bylaws have been adopted, and there are extended executive committee terms. In the meeting, specific goals were established along with a newly adopted Mission Statement.

## **Employee Reports**

**Faculty Report:** Dr. Joann Chang, Faculty Senate Committee

Faculty Senate conducted their annual Senate elections and all current elected faculty were re-elected. Faculty Senate is focusing on a campus safety and advocating for a professional training for campus safety in the coming academic year. Faculty is trying to reach a consensus about a time for a Midday Block to be established for faculty to have time to participate in more college-wide objectives.

**Classified Employee Association Report:** Biri Martinez, President of the Classified Employee Association Ms. Martinez reported on the latest efforts for the Classified Association Appreciation Events. Classified Employee Association elected new officers for the 2018-2019 Academic Year. The new officers begin their terms in July 2018. Newly elected officers represent multiple departments across the Yuma campus. Ms. Martinez shared the recent nomination and recipient of the S. June Pallack Excellence in Education Award for Support Staff Person of the Year.

**Student Government Report:** Mary Kay Harton, Dean of Students

Ms. Harton invited outgoing Student Government Association (SGA) President Chase Wiles. Mr. Wiles summarized the final events hosted between April and May and shared his final thoughts with the Board. He then introduced incoming President, Jeremiah Williams. Mr. Williams introduced himself and shared his platform of assisting the connection of AWC, its resources, to the Community. The AWC World Expo video was shown to all in attendance.

**Student of the Month:** Dr. Linda Elliott-Nelson, Vice President for Learning Services

Dr. Linda Elliott-Nelson introduced Director of Nursing, Mr. David Sylvester, to present the student of the month, Kayla McClain.

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

Candidates for Exempt Positions

- Lokelani L. Ahyo – Professor of Nursing (Grant Funded)
- Amanda L. Soulliard – Service Desk Manager

Board Member Maria Chavoya motioned to accept the candidates. Board Secretary Olivia Zepeda seconded the motion; motion carried unanimously.

**Action #2** -- Consideration to Approve the Purchase for Computer Modernization—Presented by Shahrooz Roohparvar

Board Member Richard Lamb motioned to accept the Purchase. Board Member Melissa Wright seconded the motion; motion carried unanimously.

**Action #3** -- Consideration to Approve the Contract for Network Modernization – Presented by Shahrooz Roohparvar

Board Member Maria Chavoya motioned to accept the Contract. Board Secretary Olivia Zepeda seconded the motion; motion carried unanimously.

**Action #4** -- Consideration to Approve the Purchase the Veeam Software License for Backup and Disaster Recovery – Presented by Shahrooz Roohparvar

Board Member Melissa Wright motioned to accept the Purchase. Board Member Maria Chavoya seconded the motion; motion carried unanimously.

**Action Item #5** – Consideration to Approve the Contract to Purchase Software, Maintenance Support and Services for Voicemail Migration – Presented by Shahrooz Roohparvar

Board Member Maria Chavoya motioned to accept the Contract. Board Member Melissa Wright seconded the motion; motion carried unanimously

**Action Item #6** – Consideration to Approve the Amendment Contract with Sodexo America, LLC—Presented by Shahrooz Roohparvar.

Board Member Melissa Wright motioned to accept the Contract. Board Member Maria Chavoya seconded the motion; motion carried unanimously.

**Action #7** -- Voucher Approval – Presented by Shahrooz Roohparvar

Board Member Maria Chavoya motioned to accept the voucher as written. Board Secretary Olivia Zepeda seconded the motion; motion carried.

## **President's Reports**

### **Student Services; Vice President for Student Services, Bryan Doak**

Mr. Doak highlighted the recent Commencement events taking place around the district to celebrate the amazing achievements of the students, faculty and staff. Later in the evening, a historic Commencement Ceremony hosted by Arizona Western College in conjunction with Northern Arizona University, University of Arizona and Arizona State University will be held.

Mr. Doak introduced Mary Kay Harton, Dean of Students. Ms. Harton shared the campus objective of “Wellness at Work” and the tradition and emphasis the group has acknowledging staff programs. She also noted the widely popular effort to recognize workplace recognition through the “Red Plate Initiative”.

**Learning Services; Vice-President for Learning Services, Dr. Linda Elliott-Nelson**

Dr. Elliott-Nelson shared the comprehensive efforts taking place to prepare the college for the Higher Learning Commission (HLC) Accreditation visit in February 2019. The preparation includes a review of multiple areas of the college, including the review of Federal Compliance and Program Assessment. In preparation of the Winter 2019 visit, there will be a Mock visit in October 2018 by Dr. James Simpson.

**Public Relations and Marketing; Vice President of Advancement, Lori Stofft**

Ms. Stofft introduced the upcoming Commencement Ceremony as a first time three state universities have conducted a commencement ceremony with a community college on a community college campus. A significant number of graduates from Arizona Western College along with degree's being conferred from Bachelors through Doctorates by university partners.

Ms. Stofft shared the recent activity involving the Innovation Fund Projects, including projects underway in both San Luis and Parker Learning Centers.

**Closing Items:**

President Dr. Corr thanked the Board for attending. He reiterated that the improvements to Technology and to eliminate Audit Findings are underway and remain a high priority. With regards to the College's preparations for the February 2019 Higher Learning Commission visit, the College will be ready for a successful Mock visit.

Dr. Corr shared his excitement for the historic Commencement Ceremony and thanked the Board for their support this year.

Dr. Corr reminded the Board of the ACCT Conference hosted in New York City.


Finally, Dr. Corr plans to review the 2018-2019 Goals with the Board in the June Board meeting, which will also include an Executive Session to conduct his annual evaluation.

**Next Meeting:** The next scheduled regular meeting will be Monday, June 18, 2018 in the Frances Morris Board Room at the Yuma Campus at 9:00 am. An Executive Session is planned to be held immediately following the Regular meeting.

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

The meeting adjourned at 4:38 pm.

Respectfully submitted,

  
Ashley B Herrington, Recording Secretary