

**MEETING MINUTES**  
Arizona Western College  
District Governing Board Meeting  
Regular Meeting 8:00 am  
Executive Conference Room and Via Zoom  
June 15, 2020

**Board Members Present:** Board President Dennis Booth

**Board Member present by phone, Zoom:** Board Secretary Olivia Zepeda, Richard Lamb, Maria Chavoya, and Anna Camacho

**Board Member Absent:** None

**Others Present within Executive Conference Room:**

Dr. Daniel Corr, President

Ashley Herrington, Chief of Staff

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

**Others Present by Zoom:**

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

Lori Stofft, Vice President of Advancement

Shahrooz Roothparvar, Vice President of Finance and Administrative Services

Bryan Doak, Vice President for Student Services

Bob Walker, Vice President of Technology Dr.

Reetika Dhawan, Dean for Career and Technical Education

Karen Johnson, Chief Human Resources Officer

Sharon Register, Director of Risk Management

Stephen Eckert, Director of Facilities Management

Laura Campbell, Executive Director of Arizona Western College Foundation

Ashley Macawile, CEA President

Jana Moore, Associate Dean for Distance Learning

Dr. Joann Chang, Director of Center of Instructional Excellence (CIE)

Community Member Present: Zafer Genc, Parker Community Member

**Call to Order:** Board President Dennis Booth called the Public Meeting to order at 8:16 am.

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

**Adoption of Agenda:** The agenda for the June 15, 2020 meeting presented for approval.

Motion by Maria Chavoya, seconded by Richard Lamb

Final Resolution: Motion Carries

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

Nay: None

**Approval of Minutes:** May 14, 2020 Board Meeting Minutes presented for approval.

Motion by Richard Lamb, second by Maria Chavoya

Final Resolution: Motion Carries

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

Nay: None

**Call to the Audience:** No one approached the call to the audience.

## **Employee Reports:**

### Classifie Employee Association (CEA); Presented by Ashley Macawile

Ms. Macawile welcomed the Board and thanked them for a great academic year as the Association President. She introduced the newly elected CEA Officers who will take over on July 1, 2020: Andrew Ustaszewski, President; Cynthia Hummer as Vice President; Adriana Medrano as Secretary; Brian Sankey as Treasurer; Nathaly Salas as Publicist; Trini Carr as Historian; and Desiree Gunderman as the District Governing Board Liaison.

### Student of the Month; Presented by Dr. Linda Elliott-Nelson

Dr. Elliott-Nelson presented the student of the Month, Ms. Blanca Soto. Dr. Elliott-Nelson read a message from Ms. Soto.

“ My name is Blanca Soto. I'm 19 years old, and currently a sophomore at Arizona Western College (AWC). I look to graduate from AWC with seven associate degrees this May. The anticipated degrees include Engineering, Physics, Mathematics, and Honors Discretionary. I am currently part of the Honors Program, as such I'm fortunate enough to receive the Honors Scholarship which includes full tuition payment, meal plan, and book scholarship. This scholarship provided me with the financial stability to attend college. This final semester at AWC I have enrolled in twenty-seven credit hours in addition to working two part-time jobs. A lot of people tend to look at me like I'm out of my mind when they learn I have only ever enrolled in 18+ credit hours each semester. It always humors me a bit, because at this point, I cannot picture myself completing any less than that. I'm thankful for the scholarship and the opportunity; therefore, I do my best to make the most out of my time here at AWC. Furthermore, a few of my accomplishments include being a member of AWC's Presidential Leadership Society, Phi Theta Kappa, serve as a mentor at O.C. Johnson Elementary school, and President of the Matador Ambassador Program. After graduation, I will start my summer semester at Arizona State University (ASU), as part of Barrett, ASU's Honors College, as my next step in pursuing a baccalaureate degree in Environmental Engineering followed by a masters in Civil-Environmental Engineering.

As for my background, I'm blessed enough to have been raised in the most loving home. My parents immigrated to the United States from Mexico when my mother was pregnant with me. My parents are migrant workers who have worked tirelessly to give my two older siblings and I a better life. On Mother's Day of 2006, my mother was working on collecting dates in palm trees-which may reach up to seventy-five feet. Her ladder tipped over and fell to the ground and her along with it. After being rushed to the hospital and having multiple surgeries and months of physical therapy, my mother remains not able to work. My parents are the only ones out of their siblings who live in the United States and for as long as I can remember we have always had relatives who are migrant workers on a work visa, come stay with us. I remember seeing family members come home absolutely exhausted, with cuts, covered in dirt and sweat. This is why I chose my major. I want to tie environmental and civil engineering into agriculture. I want to search for innovative ways to best use resources such as water, labor, and time. I don't want to replace workers; I want to help facilitate their jobs, so they don't have to go out every day at the break of dawn to physically exhaust themselves. I love to learn all the nooks and crannies of engineering. I'm eager to apply my learned knowledge to make other lives easier. I'm passionate about what I'm studying. I'm persistent in my studies. My parents came here in search of giving my siblings and I a better life, making endless sacrifices which ultimately cost them. I want to make their efforts worth it and then some. I want to help others who are in the same position my parents were once in. My mother is no longer able to

work and my father is an agricultural mechanic. My parents cannot afford to send me to college and my income from my two jobs aren't sufficient enough to maintain costs of tuition. Obtaining this award to me means I would be able to continue to pursue my educational career goals and one day help those who go out every day to provide food onto each of our tables.”

### **Action Items**

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

Candidates for Exempt Positions

- Dr. Diane Carrasco-Jaquez, Vice President for Learning Services
- Carrie E. Dawson, Technical Services Librarian
- Eric D. Weick, Data Quality & Business Intelligence Manager

Motion by Olivia Zepeda, seconded by Anna Camacho.

Final Resolution: Motion Carries

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

Nay: None

Abstain: None

The **Board Approved** the positions for posting.

**Action Item #2** – Consideration to Approve the Amendment to 2020-2021 Schedule of Tuition and Fees– Presented by Shahrooz Roohparvar

Motion by Richard Lamb, second by Olivia Zepeda

Final Resolution: Motion Carries

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

Nay: None

Abstain: None

*Summary* - The College proposes for the coming school year of 20/21, a temporary reduction to the out-of-state rate to 150% of normal tuition for enrollments of 15 credits or more per semester. This temporary reduction would alleviate the cost constraints to our student body, so they may find local housing. This may also increase our out-of-state online enrollment. The cost would be reduced from \$4,815 to \$1,980. This reduction would only be applied in accordance with Arizona Proposition 300.

The **Board Approved** the Amendment of the 2020-2021 Schedule of Tuition and Fees.

**Action Item #3** – Consideration to Approve the Intergovernmental Agreement with Yuma Elementary School District No. One, Yuma Union High School District No. 70, and Northern Arizona University for the Yuma Education Consortium– Presented by Shahrooz Roohparvar

Motion by Maria Chavoya, second by Olivia Zepeda

Final Resolution: Motion Carries

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

Nay: None

Abstain: None

*Summary* - This Intergovernmental Agreement (IGA) is the “umbrella agreement” for the Yuma Education

Consortium for the 2020 - 2021 Fiscal Year. Signing the IGA will allow the Yuma/La Paz Counties Community College District (Arizona Western College) to continue their participation in the Yuma Education Consortium that was formed in 1991.

The **Board Approved** the Intergovernmental Agreement with Yuma Elementary School District No. One, Yuma Union High School District No. 70, and Northern Arizona University for the Yuma Education Consortium.

**Action Item #4** – Consideration to Enter into an Intergovernmental Agreement for Transportation Services with the Yuma Education Consortium– Presented by Shahrooz Roohparvar

Motion by Maria Chavoya, second by Richard Lamb

Final Resolution: Motion Carries

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

Nay: None

Abstain: None

*Summary* - Providing inventory of all transportation and motor vehicles owned and serviced by Arizona Western College. The term of this agreement shall be from July 1, 2020 through June 30, 2023.

The **Board Approved** the Intergovernmental Agreement for Transportation Services with the Yuma Education Consortium.

**Action Item #5** – Consideration to Adopt Resolutions to Extend the Intergovernmental Agreements with the Yuma County Library District (Somerton Branch, San Luis Branch and Wellton Branch) for Library Support Services – Presented by Shahrooz Roohparvar

Motion by Maria Chavoya, second by Anna Camacho

Final Resolution: Motion Carries

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

Nay: None

Abstain: None

*Summary* - The District has had Intergovernmental Agreements in place with the Yuma County Library District (Somerton Branch, San Luis Branch and Wellton Branch) since 2005. The Intergovernmental Agreement has allowed them to provide increased reference services and space for library materials needed by our students. Resolutions to extend the term of the Intergovernmental Agreements are needed as the College and the Library are pleased with the operation of the provided services and desire to continue the arrangements.

The **Board Approved** the Resolutions to Extend the Intergovernmental Agreements with the Yuma County Library District (Somerton Branch, San Luis Branch and Wellton Branch) for Library Support Services.

**Action Item #6-** Consideration to Renew the Intergovernmental Agreement with Yuma Education Consortium for Educational Access Television and Public Relations - Presented by Presented by Shahrooz Roohparvar

Motion by Maria Chavoya, seconded by Olivia Zepeda.

Final Resolution: Motion Carries

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

Nay: None

Abstain: None

*Summary* - This Intergovernmental Agreement (IGA) with the Yuma Education Consortium is for the Educational Access Television and Public Relations Agreement. Whereas, Arizona Western College wishes to

pursue cooperative endeavors in regards to certain operation and maintenance of Education Access Television channels (Channels 74 & 75) to provide cooperatively and jointly, access to all levels of public education for the residents of the Yuma community. The terms of the renewal agreement will be effective from July 1, 2020 through June 30, 2023.

The **Board Approved** the Renewal of the Intergovernmental Agreement with Yuma Education Consortium for Educational Access Television and Public Relations

**Action Item #7-** Consideration to Pre-Approve Purchases and Repairs - Presented by Presented by Shahrooz Roohparvar

Motion by Olivia Zepeda, seconded by Anna Camacho.

Final Resolution: Motion Carries

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

Nay: None

Abstain: None

*Summary* - It may be necessary to make technology and capital purchases soon after the beginning of fiscal year 2021 in order to be prepared for instruction of fall 2020 classes. The College may purchase various technology products from Connection using the Education and Institutional Cooperative Purchasing Contract as well as other vendors within Purchasing Procedures. All purchases in excess of \$50,000, will only be made with President's approval. Purchases exceeding \$50,000 require District Governing Board approval per the College's Purchasing Procedure (Procedure 337.1). At this time, the administration doesn't know the exact amount it may commit to but asks your allowance to make a purchase greater than \$50,000 during the time before August meeting, if needed.

The **Board Approved** the Pre-approval for Purchases and Repairs.

**Action Item #8-** Consideration to Identify Chief Fiscal Officer- Presented by Presented by Shahrooz Roohparvar

Motion by Richard Lamb, seconded by Maria Chavoya.

Final Resolution: Motion Carries

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

Nay: None

Abstain: None

*Summary-* Shahrooz Roohparvar is the Vice President for Finance and Administrative Services. In line with the capacity of this position, Arizona Western College wishes to identify Shahrooz Roohparvar as the Chief Fiscal Officer of Yuma/La Paz Counties Community District for expenditure limitation reporting, per Arizona Revised Statute §41-1279.07(E).

The **Board approved** the identification of Shahrooz Roohparvar as the Chief Fiscal Officer for Arizona Western College for Fiscal Year 2020- 2021.

**Action Item #9 – Voucher Approval (May 2020) – Presented by Presented by Shahrooz Roohparvar**

Motion by Olivia Zepeda, seconded by Anna Camacho.

Final Resolution: Motion Carries

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

Nay: None

Abstain: None

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

**Action Item #10-** Consideration to Approve Emeritus Status - Presented by Dr. Daniel P. Corr

Motion by Olivia Zepeda, seconded by Maria Chavoya.

Final Resolution: Motion Carries

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

Nay: None

Abstain: None

*Summary* - Following over 26 years of commitment to Arizona Western College, Dr. Linda Elliott-Nelson will retire. Her dedication to the College and to Higher Education in our Communities, State and Region has positively impacted our students and their success. Pursuant to Procedure 485.1, any employee electing retirement with a minimum of 10 years full-time service to the College is entitled to the "Listing as Emeritus". Emeritus status signifies Dr. Elliott-Nelson's legacy to Higher Education and on-going passion to serving students.

The **Board Approved** Emeritus Status for Dr. Linda Elliott-Nelson.

Dr. Linda Elliott-Nelson noted how proud she is to have served at the College for so long. She shared how the College has grown since she joined the College in 1994 and how the Community and College will continue to grow together to support the communities.

### **President's Reports**

Learning Services Presented by Dr. Linda Elliott-Nelson, Vice President of Technology and Jana Moore, Associate Dean for Distance Learning

Dr. Elliott-Nelson welcomed the Board and thanked them for their support over the years she has served as the Vice President of Learning Services. During her presentation, she and Jana Moore discussed the tremendous student success finishing the Spring semester. She referenced a 77% successful completion rate, which does not include the Career and Technical Courses or classes with an Incomplete. Pending successful completion of these courses, the strong completion rate reflects the resilience of the students, faculty and staff to successfully get our students to the finish line amid challenges from Covid-19. The success was supported from the Student Success Center, which supported over 20,000 student tutoring appointments during the 2019-2020 academic year. In addition, the AWC/NAU Academic Library supported students through remote services, text, chat and phone calls. Focusing on service to students, the transition from the Learning Management System from Blackboard to Canvas is underway with a completion end of June. 99% of summer courses are using the new platform to support course instruction. Jana Moore noted the successful implementation for students and faculty and increased communication through technology.

### **Closing Items:**

Dr. Corr addressed the Board.

Dr. Corr celebrated the number of credit hours taken at the \$25/hour rate increased now up to 20,065 taken by students. This reflects the College Going Culture and steps towards BHAG.

Dr. Corr noted the announcement to the College later in the day of the staged return to campus on July 6, 2020. The limited and stated return will begin with a Quick Stop service area set up in the Schoening Conference Center providing in-person support, to complement the continuous and ongoing remote services through online support. Safety to continue to be the priority and adherence to CDC Guidelines.

Dr. Corr referenced the Instructional Plan for Fall 2020. The College will continue to offer online and supplement those through three additional modalities: Synchronious, Blended Synchronious and In-person course options. The College will continue to modify how the college campus locations serve the community through Sneeze Guards, face coverings, hand sanitizer, cleaning wipes and adherence to CDC Guidelines. The modifications focus on serving the needs of community, students and staff through technology and supplemented with in-person support. Dining Services will continue through Grab-N-Go options and Starbucks will have modified seating. Guidance to continue to come from Facilities and Risk Management Leadership.

Dr. Corr noted his upcoming Facebook Live Wednesday June 17 at 2 pm to engage the community, answer questions and share the updates. The Facebook Live will be co-hosted with Fatima Covvarubias, SGA President, Steve Eckert, Director of Facilities Management and Sharon Register, Director of Risk Management.

The next Board Meeting will be hosted at the Yuma Campus.

**Next Meeting:** The next scheduled regular meeting will be Monday, August 17, 2020 by Zoom and at the Yuma Campus at 8:00 am.

**Adjourn:** The meeting matters were complete.

Motion by Richard Lamb seconded by Olivia Zepeda.

Final Resolution: Motion Carries

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


Nay: None

Abstain: None

The Board **Approved** the next meeting date and final matters of the meeting.

The meeting adjourned at 9:42 am.

Respectfully submitted,

  
Ashley B Herrington, Recording Secretary