

MEETING MINUTES
Arizona Western College
District Governing Board Meeting
Regular Meeting 12 pm
Frances Morris Boardroom and Via Zoom
October 19, 2022

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

Board Member present by phone, Zoom: Dr. Kenneth MacFarland

Board Member Absent: none

Others Present within Frances Morris Boardroom: (16)

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| Dr. Daniel Corr, President | Stuart Gibson, Associate Dean of Business and Social and Behavioral Sciences |
| Ashley Herrington, Chief of Staff | Paola Villarruel, Student Government Association Member |
| Ross Poppenberger, Vice President of Finance and Administrative Services | Steve Eckert, Director of Facilities |
| Bryan Doak, Vice President for Student Services | Karen Davila, Administrative Assistant to the Vice President for Learning Services |
| Reetika Dhawan, Vice President of Career and Technical Education and Workforce Development | Stephen Suho, Chief of Police |
| Karen Johnson, Chief Human Resources Officer | Dr. Robert Trenchel, CEO of Yuma Regional Medical Center (YRMC) |
| Dr. Nikki Hage, Dean of Students | Dr. Trudie Milner, Chief Operating Officer of Yuma Regional Medical Center (YRMC) |
| Dr. Joann Chang, Associate Dean – Science, Math/EGR, WPE | |
| Lori Stofft, Vice President of Advancement | |

Others Present by Zoom: (13)

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| Susie Zambrano, Associate Dean of South Yuma County | Scott Estes, Chief Information Officer |
| Sandra Rodriguez, Human Resources Generalist | Nickzel Lezama, Accounting Manager/Assistant Controller |
| Renee Munoz, Executive Administrative Assistant to the Vice President for Finance and Admin. Services | Yanet Avila, Administrative III |
| Michelle Landis, Director of Financial Services and Controllor | Michael Ortega, Talent Acquisition Coordinator |
| Mandy Heil, Associate Dean of Communications and Marketing | Kimberly Trujillo, Payroll Manager |
| Karen Davila, Executive Administrative Assistant | Lt. Anthony Brown, Police Lieutenant |
| | Katheline Ocampo, Associate Dean of La Paz County Services |

Community Member Present by Zoom: (1)

Machele Headington, YRMC VP Marketing & Communications

Call to Order: Board President Dennis Booth called the Regular Meeting to order at 12:01 pm.

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

Adoption of Agenda: The agenda for the October 19, 2022, meeting presented for approval.

Motion by Maria Chavoya, seconded by Olivia Zepeda

Final Resolution: Motion Carries

Yea: Maria Chavoya, Dr. Kenneth MacFarland, Richard Lamb, Olivia Zepeda and Dennis Booth

Nay: None

Approval of Regular Meeting Minutes: September 21, 2022, Board Regular Meeting Minutes presented for approval.

Motion by Maria Chavoya, seconded by Olivia Zepeda

Final Resolution: Motion Carries

Yea: Maria Chavoya, Dr. Kenneth MacFarland, Richard Lamb, Olivia Zepeda and Dennis Booth

Nay: None

Arizona Association of Community College Trustees (AACCT) Report by Maria Chavoya.

Ms. Chavoya welcomed the group. She shared the annual ACCT Congress meeting hosted in New York October 25 – 29 with all AWC Board Members in attendance. She invited the Board members to attend the hosted AACCT gathering on October 28.

Arizona Association of Community College Trustees (AACCT) Nomination of Trustee representation by Dennis Booth. Ms Zepeda noted her interest in serving as the representative. The Board confirmed her representation on behalf of the College.

Call to the Audience:

Michael Abramson III, Ms. Chavoya knows him as a community stakeholder. He is representing the Women's Foundation in the State of Arizona to support innovative programming for women. He brings a background of advocacy programming for the Gates Foundation at the state capital with Health Families Arizona and HB2016 to support a pilot program called Pathways with the objective of supporting single moms within the state to achieve certifications including stipends for childcare, housing and education.

Employee Reports:

Student Government Association; Presented by Paola Villarruel and Shara Skinner

Paula welcomed the Board. She is the new Student Government Association President. She is an Arts Major. She shared recent activities including Hispanic Heritage Month events. She invited the Board to join her later that day for the Domestic Awareness Walk event.

She featured the National Transfer Student Week Events occurring across the District including online virtual events, and information sessions with University Partners.

Faculty Senate Association; Presented by Terry Williams

Terry Williams welcomed the Board. He shared a comprehensive presentation with faculty and program activities since the start of the semester, including student learning experiences with Professor Fred Croxen who sampled water for quality in well water and the Gila River and Colorado River. Professor Marlie Meza will travel to Tucson to visit the Arizona Sonora Desert Museum to understand the natural home of native wildlife for a biology course. He featured Professor Tosha Gillespie's class visit to a local horse breeding facility to learn about Livestock Production. Another feature on the Nursing Assistant program in Parker with the CNA Program restart with five new students meeting local workforce needs.

Mr. Williams also highlighted the Nationally ranked Women's and Men's soccer Programs who excel in both competition and in the classroom.

Classified Employee Association; Presented by Lt. Anthony Brown

Lt. Brown welcomed the Board. He shared a presentation recognizing chair Victoria Willoughby and CEA plans to have more elections to fill their vacant seats. He featured CEA's participation in the recent Wellness Stress and Happiness Workshop with health coach, Stephanie O'Connor.

Student of the Month – Omar Felix

Dr. Monica Ketchum nominated Student of the Month, Omar Felix. Mr. Felix is a psychology major and was part of Dr. Ketchum's PSY 290 class. He was nominated because he stood out for his persistence and the quality of his research project. Omar conducted original research into the effect that management styles of supervisors have on employees in the fast-food industry. During the session, he completed multiple revisions to his survey instrument to achieve alignment with his research question, recruited 32 participants from several local restaurants to complete the survey, analyzed the data collected, and presented his findings to the class. Throughout the course, he did not get discouraged when he needed to revise survey questions and methodology (from qualitative to mixed methods) and his persistence resulted in a solid project that had meaningful findings. Omar could not be at the meeting though Dr. Ketchum planned to share his plaque with him in the coming week.

Action Items

Action Item #1 – Human Resources, Consideration to Approve Candidates for Exempt Positions – Presented by Karen Johnson

The Board had no formal vote to cast as no candidates were presented for approval.

Candidates for Exempt Positions

No candidates to present for approval

Action Item #2 – Consideration to Approve Services for HVAC Maintenance– Presented by Ross Poppenberger
Motion by Maria Chavoya seconded by Dr. Kenneth MacFarland

Final Resolution: Motion Carries

Yea: Maria Chavoya, Dr. Kenneth MacFarland, Olivia Zepeda, Richard Lamb and Dennis Booth

Nay: None

Abstain: None

The **Board Approved** the Services for HVAC Maintenance as presented.

Summary-

The College seeks approval for services using Trane's R'newal Program to overhaul Chiller #2 located at the Central Plant of Yuma Campus. The Trane's R'newal Program is a major inspection and maintenance program that brings the chiller compressor back to like-new condition. Trane recommends overhauling the chillers when they reach 50,000 operating hours, and Chiller #2 has reached 50,000 operating hours.

The total cost of this purchase is \$88,971.00.

Action Item #3 – Consideration to Approve Services for Parking Lot Repair– Presented by Ross Poppenberger
Motion by Maria Chavoya seconded by Olivia Zepeda

Final Resolution: Motion Carries

Yea: Maria Chavoya, Dr. Kenneth MacFarland, Olivia Zepeda, Richard Lamb and Dennis Booth

Nay: None

Abstain: None

The **Board Approved** the Services for Parking Lot Repair as presented.

Summary-

The College seeks approval for parking lot repairs located at the Arizona Western College Reskilling and Technology Campus, previously called the Downtown Center. The scope of work will be to mill and pave parking lot, layout and stripe lot to the existing road pattern which has not been addressed in over fifteen (15) years. The total cost of this project will be \$249,226.15.

Action Item #4 – Consideration to Approve Purchase of Science Equipment– Presented by Ross Poppenberger
Motion by Richard Lamb seconded by seconded by Dr. Kenneth MacFarland

Final Resolution: Motion Carries

Yea: Maria Chavoya, Dr. Kenneth MacFarland, Olivia Zepeda, Richard Lamb and Dennis Booth

Nay: None

Abstain: None

The **Board Approved** the Purchase of Science Equipment as Presented.

Summary - The College is seeking approval to purchase two benchtop nuclear magnetic resonance spectrometers and a gas chromatography-mass spectrometer for the Science and Chemistry Division.

The equipment will be used to develop new or modify existing laboratory experiments for students to focus on inquiry opportunities related to molecular structure, with a focus on aroma and flavor molecules in food. This will provide students with regular use in both a formal lab setting (enrolled in a chemistry course) and outside it (student research) of powerful, modern analytical instrumentation.

The cost for the two-benchtop nuclear magnetic resonance spectrometers is \$99,700.00 and the cost for the Gas Chromatography Mass Spectrometer is \$63,254.35 for a total cost of \$162,954.35. Funds of this purchase will be covered through the USDA-NIFA Grant awarded to the College.

Action Item #5 – Consideration to Approve Technology Purchase I– Presented by Ross Poppenberger

Motion by Maria Chavoya seconded by Olivia Zepeda

Final Resolution: Motion Carries

Yea: Maria Chavoya, Dr. Kenneth MacFarland, Olivia Zepeda, Richard Lamb and Dennis Booth

Nay: None

Abstain: None

The **Board Approved** the Technology Purchase I as Presented.

Summary - This purchase is requested to replace network switches part of our Core Infrastructure in Data Center that are end of life and increase redundancy from potential network infrastructure failures. These switches make up the core of AWC's network backbone. All college buildings' network and Internet data traffic pass through these devices and are critical to the functionality and security of the overall network.

The purchase meets competitive purchasing guidelines by utilizing contract 1GPA 22-02PV-18 for a total amount of \$176,070.60 as part of the FY23 Capitol Improvement Planning (CIP) approved Budget.

Four Cisco Catalyst 9500 48 port switches and two 24 port switches with associated power supplies, cables, storage and the inclusion of 5 x 8 x Next Business Day support, maintenance, and licensing for a total amount not to exceed of \$176,070.60.

Action Item #6 – Consideration to Approve Technology Purchase II. Presented by Ross Poppenberger

Motion by Maria Chavoya seconded by Olivia Zepeda

Final Resolution: Motion Carries

Yea: Maria Chavoya, Dr. Kenneth MacFarland, Olivia Zepeda, Richard Lamb and Dennis Booth

Nay: None

Abstain: None

The **Board Approved** the Technology Purchase II as Presented.

Summary - This purchase is requested to replace edge network switches located across various buildings and locations that are end of life and increase redundancy from potential infrastructure failures. These switches make up AWC's network backbone and are critical to the functionality of the overall network.

The purchase meets competitive purchasing guidelines by utilizing contract 1GPA 22-02PV-18 for a total amount of \$225,074.00 as part of the FY23 Capitol Improvement Planning (CIP) approved Budget.

Action Item #7 – Voucher Approval (September 2022) – Presented by Presented by Ross Poppenberger

Motion by Olivia Zepeda, seconded by Maria Chavoya

Final Resolution: Motion Carries

Yea: Maria Chavoya, Dr. Kenneth MacFarland, Olivia Zepeda, Richard Lamb and Dennis Booth

Nay: None

Abstain: None

The **Board Approved** the Voucher for September 2022 as presented

Summary

The result of fiscal operations for the month ended September 30, 2022, indicated that expenses exceeded revenue*. On September 30, 2022, the cash balance was \$15,292,251 compared to \$18,525,322 on the same date last year.

Operational - Fund "0"

The District received 16% of its anticipated revenues and expended 23% of its budgeted expenditures, compared to 15% and 22%, respectively, last year.

Compared to 8,394 credit hours billed to students last year, this year 9,597 credit hours were active high school students. These students are billed \$25 per credit instead of \$92 per credit. The AWC community betterment plan has resulted in \$642,967 or 1% of anticipated revenues to support the education of youth in the community.

Capital - Fund "6"

The District does not budget Capital revenues. For the current fiscal year, the District has expended 4% of its budgeted expenditures, compared to 1% last year.

*Yuma/La Paz Counties taxes received through August 31, 2022, at September 30, 2022.

President's Reports

Career and Technical Education and Workforce Development; Presented by Reetika Dhawan and Dr. Trudie Milner

Dr. Corr welcomed the Board, guests and recognized Dr. Robert Trenchel, President & Chief Executive Officer, of Yuma Regional Medical Center (YRMC) and Dr. Trudie Milner, Chief Operating Officer, of Yuma Regional Medical Center. Dr. Trenchel thanked the Board for their support and trust in the shared vision with the College to serve the community, its healthcare needs and through partnership, develop a qualified and educated healthcare workforce to meet the growing needs of the region.

Reetika Dhawan and Dr. Milner addressed the Board. They shared a presentation that spoke of the intentional planning of data and assessment in Fall of 2019 to discuss what was happening in the local Healthcare Workforce. This assessment helped to evaluate the need of a workforce to meet the growing demand of care and needs of the community. Since then, YRMC is proud to have grown to 32 ambulatory locations across Yuma and La Paz.

Even though two separate organizations, both AWC and YRMC focus on the service to the Community. Through a shared vision, the partnership will be unique in the nation between a community college and a hospital and support the model to bring learning and development with students and doctors and every role in between to support the healthcare needs of the community.

This partnership will be modern, innovative and create a transformative center for learning and responding to community needs.

Dr. Corr shared the College's plans to build an Allied Health Facility as part of the Revenue Bond Planning though this partnership brings forward opportunity to build a facility to meet the emerging and future needs of the greater community. He reiterated his thanks to the Board for the support of this vision and alignment of educational programming with growth of nursing program and the ability to partner with YRMC to support the larger healthcare workforce

Closing Items:

Dr. Corr is looking forward to traveling with the Board at the ACCT Conference in New York.

He is looking forward to the November 14 Board Meeting in Parker Learning Center in La Paz County.

He teased to keep a look out for an announcement on November 1 for a shared Arizona Commerce Authority announcement with tandem with Arizona Western College.

He also celebrated the success of the Men's and Women's Soccer programs, who are both conference champions, and an undefeated Women's Program.

College leadership continuing partnership conversations with Allied Health pathways between Yuma Union High School District, AWC and Arizona State University. This potential partnership will continue to be explored.

The recent voucher shows a 1200 increase from last year to reflect a high growth in Dual Credit, a testament to the outreach, recruitment and college-going culture continuing across the District.

Dr. Corr shared the College's plans to build an Allied Health Facility as part of the Revenue Bond Planning though this partnership brings forward opportunity to build a facility to meet the emerging and future needs of the greater community.

Next Meeting: The next scheduled regular meeting will be Monday, November 14th at 12 pm conducted both in-person and via Zoom and at the Parker Learning Center Campus.

Motion by Maria Chavoya, seconded by Olivia Zepeda

Final Resolution: Motion Carries

Yea: Maria Chavoya, Dr. Kenneth MacFarland, Olivia Zepeda, Richard Lamb and Dennis Booth

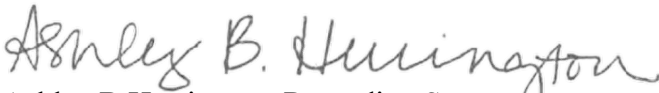
Nay: None

Abstain: None

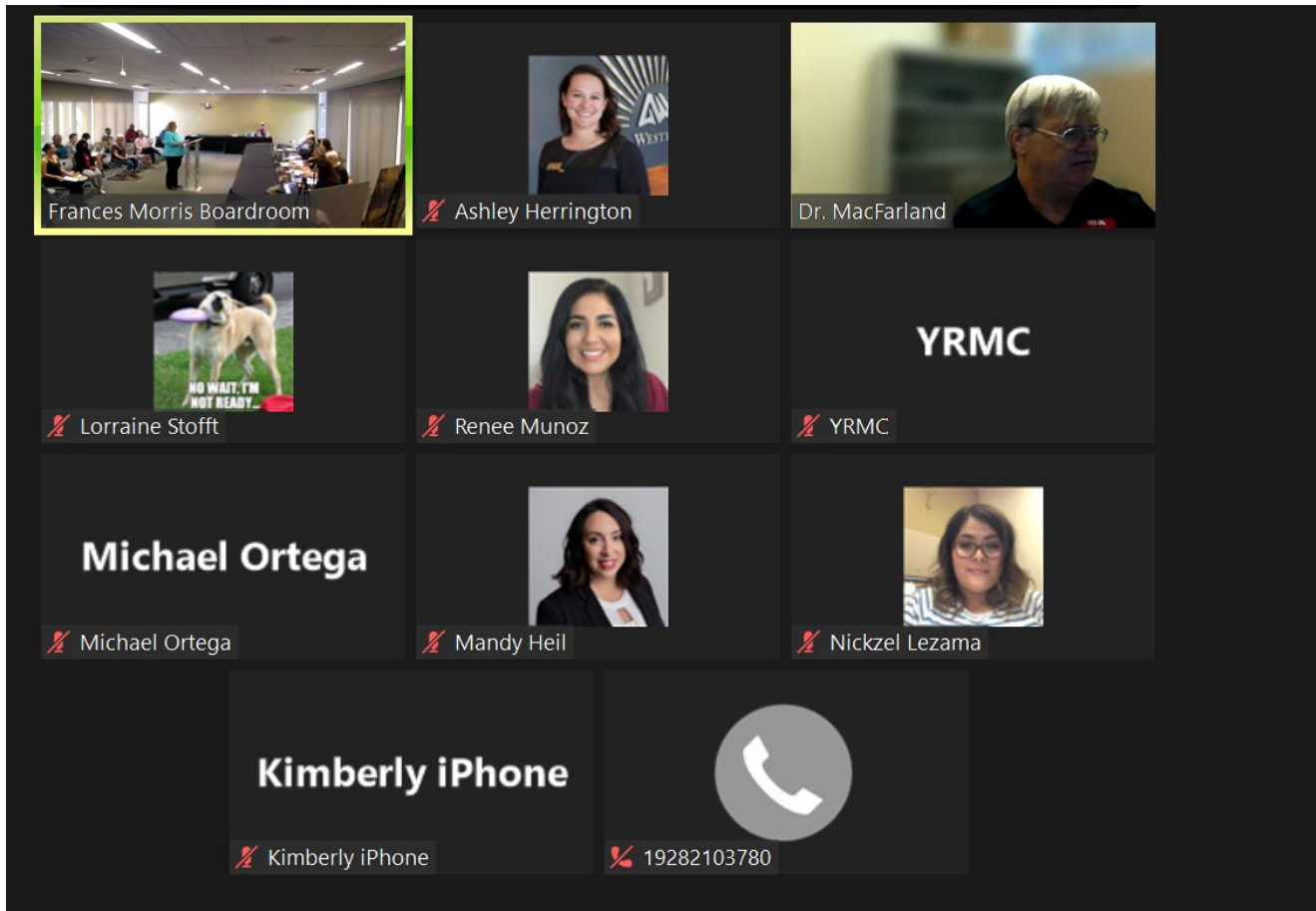
The Board **Approved** the next meeting date and final matters of the meeting. The meeting adjourned at 1:38 pm.

Adjourn: The meeting matters were complete.

Respectfully submitted,


Ashley B Herrington, Recording Secretary

Attendance recorded at 12:03 pm.



Attendance at 12:10 pm

