

**MEETING MINUTES**  
Arizona Western College  
District Governing Board Meeting  
Regular Meeting 12 pm  
Academic Library Room 028, Yuma Campus and Via Zoom  
February 23, 2023

**Board Members Present:** Board President Dennis Booth, Board Secretary Olivia Zepeda and Richard Lamb\*, Dr. Kenneth MacFarland

**Board Member present by phone, Zoom:** Maria Chavoya

**Board Member Absent:** none.

**\*Quorum confirmed**

**Others Present within Frances Morris Boardroom: (24)**

Dr. Daniel Corr, President	America Rivas, Student of the Month
Ashley Herrington, Chief of Staff	Anthony Mendel, Director of Allied Health Assistant
Bryan Doak, Vice President for Student Services	Paola Villarruel, Student Government Association President
Dr. Joann Chang, Associate Dean – Science, Math/EGR, WPE	Reetika Dhawan, Vice President of Career and Technical Education and Workforce Development
Ivan Dizdar, Women’s Soccer Coach	Ross Poppenberger, Vice President of Finance and Administrative Services
Jerry Smith, Director of Athletics	Sarah Herman, Social Media Coordinator
Jodi Trout, Administrative Assistant IV	Shara Skinner, Student Activities Coordinator
Judith Reeves, Professor of Nursing	Steve Eckert, Director of Facilities
Kenneth Dale, Professor and Men’s Soccer Coach	Stuart Gibson, Associate Dean of Business and Social and Behavioral Sciences
Kimberly Trujillo, Interim Chief Human Resources Officer	Susie Zambrano, Associate Dean of South Yuma County
Lori Stofft, Vice President of Advancement	
Michelle Landis, Director of Financial Services and Controller	
Noemi Barraza, Executive Administrative	

**Others Present by Zoom: (16)**

Julia Howe, Director of Instructional Quality & Faculty Development	and Marketing
Renee Munoz, Administrative Assistant IV	Angie Gonzalez, Institutional Effectiveness and Research
Sandra Rodriguez, Human Resources Specialist	Dr. Nikki Hage, Dean of Students
Scott Estes, Chief Information Officer (CIO)	Betty Lopez, Institutional Effectiveness and Research Director
Ernie Hess, Service Desk Director	Dr. Cris Gordon, Associate Dean of Instructional Development and Student Learning Experience
Karen Davila - Administrative Assistant	Nickzel Lezama, Assistant Controller
Steve Suho, Chief of Police	Cindy Evans, Administrative Assistant
Lorayne Chandler, Faculty and Volleyball Coach	
Annie Welker, Administrative Assistant	
Mandy Heil, Associate Dean of Communications	

**Community Member Present by Zoom: (2)**

Arizona State Auditor team- Don Bohart and Lindsey Perry

**Call to Order:** Board President Dennis Booth called the Regular Meeting to order at 3:02 pm.

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

**Adoption of Agenda:** The agenda for the February 23, 2023 meeting presented for approval.

Motion by Olivia Zepeda, seconded by Dr. Kenneth MacFarland

Final Resolution: Motion Carries

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

Nay: None

**Approval of Regular Meeting Minutes:** January 18, 2023, Board Regular Meeting Minutes presented for approval.

Motion by Richard Lamb, seconded by Olivia Zepeda

Final Resolution: Motion Carries

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

Nay: None

**Call to the Audience:**

Mr. Lamb shared his desire to seek full attention in support of the Board, the decisions and the colleague's part of the decisions.

### **Employee Reports**

#### *Student Government Association, Presented by Paola Villarruel*

Ms. Paola Villarruel, President of SGA, shared details of numerous recent events from SGA. She also shared recent events, including Valentine Grams, SGA Meeting with Dr. Corr, National Heritage event, Black History Month, and Professional Development Day.

Upcoming events to support students include club sign up, upcoming Highway Clean Up, Relay for Life, TedXAWC in March, and SGA meetings.

#### *Students of the Month, Presented by Reetika Dhawan and Susie Zambrano*

America has demonstrated that she is fully committed to her education. The following are examples of why she deserves this award.

Quote from America, "I want to stay in the CNA role for a while. I want to care for the elderly. I want to become a nurse after I get experience of caring for people. I want to provide compassionate care"

Taking care of my brother-in-law that is a paraplegic really opened my eyes to why I wanted to take care of people."

#### *Arizona Auditor General Presentation of 2021-22 Audit Report, Presented by Don Bohart and Lindsey Perry*

Presented by Auditor General Team including Don Bohart, Lindsey Perry

The Auditor General is a legislative agency, accountable to all 90-legislative members, the joint legislative committee is a source of impartial information for local resources and government resources. Each year, the Auditor General conducts a thorough audit review of AWC financials and operations in alignment of State Audit regulations and prepare Audit Reports with attention to Internal Controls and Compliance, with the report including summary recommendations for Financial Statements, including recommendations for continued compliance and best practices. The Audit report from FY 2022 was published January 23, 2023 and is published to the College website for public review. The FY 2022 resulted in two IT findings and a fiscal finding.

### **Action Items**

**Action Item #1** – Human Resources, Consideration to Approve Candidates for Exempt Positions – Presented by Kimberly Trujillo

Motion by Dr. Kenneth MacFarland seconded by Richard Lamb

Final Resolution: Motion Carries

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

Nay: None

Abstain: None

Positions presented for approval –

- Danielle Percifull, Office Manager

The **Board Approved** the positions as presented.

**Action Item #2** – Consideration to Approve New Curriculum – Presented by Reetika Dhawan

Motion by Olivia Zepeda seconded by Dr. Kenneth MacFarland

Final Resolution: Motion Carries

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

Nay: None

Abstain: None

No Vote (Technical issues): Maria Chavoya

The **Board Approved** the New Curriculum as Presented.

### *Summary-*

Career and Technical Education and Workforce Development is requesting to add Courses and Certificates:

New Curriculum proposed in:

- New Course Request: PIT 109, IT Automation with Python, 9 credits
- New Certificate Request: IT Automation with Python
- New Course Request: PIT 111, UX Design, 9 Credits
- New Certificate Request: CERT.UX Design
- New Course Request: DME 101, Digital Marketing and E-Commerce, 9 Credits
- New Certificate Request: CERT.DME. Digital Marketing and E-Commerce
- New Course Request: PMT 101, Project Management, 9 Credits
- New Certificate Request: CERT.PMT. Project Management

Board Member Lamb shared his concerns of having technology complete the course work for the student and Ms. Dhawan spoke to the courses being open and focus on learning and using these stackable certificates for skilled programming.

**Action Item #3** – Consideration to Appoint Trustee and Proxy to Yuma Area Benefits Consortium (YABC) – Presented by Ross Poppenberger

Motion by Richard Lamb seconded by Dr. Kenneth MacFarland

Final Resolution: Motion Carries

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

Nay: None

Abstain: None

No Vote (Technical issues): Maria Chavoya

The **Board Approved** the Appointment to YABC as presented.

*Summary-*

Kimberly Trujillo is the Director of Human Resources and has been appointed as the Interim Chief Human Resource Officer. The administration would like to temporarily appoint Kimberly Trujillo, Chief Human Resource Officer as a Trustee and confirm appointment of Patty Jimenez, Benefits Manager, as a Proxy to the Yuma Area Benefits Consortium (YABC) Board.

**Action Item #4** – Consideration to Approve Repair of Gym Flooring – Presented by Ross Poppenberger  
Motion by Olivia Zepeda, seconded by Dr. Kenneth MacFarland

Final Resolution: Motion Carries

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

Nay: None

Abstain: None

The **Board Approved** the Gym Floor repair as presented.

*Summary-*

A need identified for Arizona Western College and the communities we serve is for a safe and functional gym floor. The gym floor has not been sanded and painted since 2000. Gym floors are typically sanded and painted every 10 years. Since 2000, there have been several NJCAA rule changes which required additional lines to be painted on the floor. The floor now has multiple extra lines that make game play confusing. This recommendation is to sand down the gym floor, repair any boards, repaint the floor with the correct lines and then apply new finish over the paint. The total cost for this repair will be \$74,050.00.

**Action Item #5** – Consideration to Approve Facility Name – Presented by Ross Poppenberger  
Motion by Olivia Zepeda seconded by Richard Lamb

Final Resolution: Motion Carries

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

Nay: None

Abstain: None

The **Board Approved** the Facility Name as presented.

*Summary-*

Per procedure 230.2, the authority to name any College facility rests with the District Governing Board upon the recommendation of the President. The President is recommending to name the new Law Enforcement Training Academy (LETA) building. By selecting a name now, we can move forward with integrating a sign into our building design.

Discussion about aligning Facility names with function occurred between the District Governing Board and Dr Corr.

**Action Item #6** – Consideration to Accept the Single Audit Reporting Package for Fiscal Year Ended June 30, 2022– Presented by Ross Poppenberger

Motion by Dr. Kenneth MacFarland seconded by Olivia Zepeda

Final Resolution: Motion Carries

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

Nay: None

Abstain: None

The **Board Approved** the Single Audit Reporting Package for Fiscal Year Ended June 30, 2022 as presented.

*Summary-*

Yuma/La Paz Counties Community College District (Arizona Western College) is required to have an annual audit. The financial statement audit report for fiscal year 2021-2022 was completed by the Office of the Auditor General on January 23, 2023 and distributed to Arizona Western College.

**Action Item #7** – Consideration for Authorization to Make Post Year-End Budget Reductions to the Combined Current Operating and Plant Funds to Reduce Budgeted Expenditures to Actual Expenditures for the Fiscal Year Ending June 30, 2022. – Presented by Ross Poppenberger  
Motion by Dr. Kenneth MacFarland seconded by Richard Lamb

Final Resolution: Motion Carries

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

Nay: None

Abstain: None

The **Board Approved** the Post Year-End Budget Reductions to the Combined Current Operating and Plant Funds to Reduce Budgeted Expenditures to Actual Expenditures for the Fiscal Year Ending June 30, 2022 as presented.

*Summary-*

The calculation for the expenditure limitation allows districts to reduce their budgeted expenditure amounts to actual. This allows the district to carry forward its unused exclusions to future periods.

	CURRENT FUNDS			PLANT FUNDS		Other Funds 2022	Total All Funds 2022
	General Fund 2022	Restricted Fund 2022	Auxiliary Fund 2022	Unexpended Plant Fund 2022	Retirement of Indebtedness 2022		
Adopted Budget	\$ 56,387,901	\$ 55,928,000	\$ 8,805,148	\$ 36,129,540	\$ 6,355,119	\$ -	\$ 163,605,708
Actuals	52,538,489	38,148,171	6,732,325	4,156,355	5,143,787	-	106,719,127
Change	\$ (3,849,412)	\$ (17,779,829)	\$ (2,072,823)	\$ (31,973,185)	\$ (1,211,332)	\$ -	\$ (56,886,581)
	Conversation only.						
	Labor, benefits, Supplies, travel						
	Capacity for SSARP, not awarded						
	LETA, dining, scholarships, labor, benefits						
	Initial bond infrastructure projects						

**Action Item #8** – Consideration to Approve Voucher (January 2023)– Presented by Ross Poppenberger  
Motion by Olivia Zepeda seconded by Richard Lamb

Final Resolution: Motion Carries

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

Nay: None

Abstain: None

The **Board Approved** the Voucher as presented.

*Summary-*

Summary of Revenues and Expenditures for the Month Ended January 31, 2023 - Operational and Capital Funds.

Summary

The result of fiscal operations for the month ended January 31, 2023, indicated that revenue\* exceeded expenses. On January 31, 2023, the cash balance was \$25,491,454 compared to \$40,155,141 on the same date last year.

Operational - Fund "O"

The District received 69% of its anticipated revenues and expended 52% of its budgeted expenditures, compared to 76% and 47%, respectively, last year. Compared to 16,554 credit hours billed to students last year, this year 17,437 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 \$1,168,303 or 2% 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 13% of its budgeted expenditures, compared to 3% last year.

\*Yuma/La Paz Counties taxes received through December 31, 2022 at January 31, 2023.

**President's Reports**

*Student Services; Presented by Bryan Doak*

Mr. Doak welcomed the Board. He shared his appreciation to share important academic achievements of AWC students who are also just as competitive on the field, or court of play. Following the completion of the Fall 2022 semester the athletics teams have earned a cumulative GPA of 3.3, which is the highest cumulative GPA to date. He recognized the coaches and the support they provide, and expect, for the athletes to remember their purpose as students first, and athletes after.

He also recognized the amazing leadership within the Student Services teams, and specifically the coaches and Athletic Director Jerry Smith. Under Mr. Smith's leadership, Mr. Doak shared that the passion, competitiveness and high expectations are driven by Mr. Smith and the excellence in competition and in the classroom is due to his high standards. In the over 40 years of service in athletics, Mr. Smith is regarded as a pioneer in athletics leadership in Community Colleges and within the NJCAA Conference. He welcomed Mr. Smith to share comments.

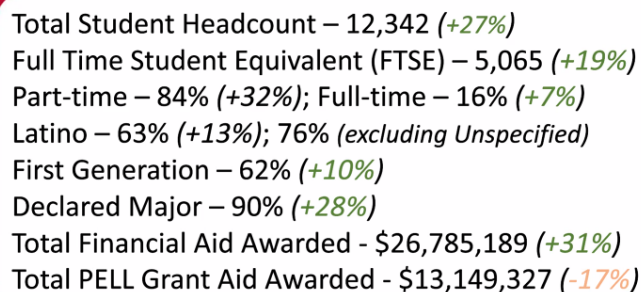
Jerry Smith shared it is an honor to be part of AWC. He shared the most important part of his job is to be sure there is the best leadership in the classroom, field/courts and in the community and that AWC represents the student success as part of athletic success. He shared that he has never been prouder to be part of AWC which leads the academic success, programming, clubs and extracurricular activities and that the support from the Board is appreciated and reflected in the college leadership.

*Advancement; Presented by Lori Stofft*

Ms. Stofft welcomed the Board and shared the AWC NPR Station was hosting the NPR program Here & Now, broadcasting live on Friday, Feb. 24, from the KAWC Studio at the Arizona Western College Yuma Campus. This live program will focus on Arizona border issues and will be heard on NPR stations across the US and the world. KAWC will air Here & Now live from 10am – 12pm at 88.9 FM in Yuma and Parker, at kawc.org and on the KAWC app.

She welcomed Sarah Herman, who shared the NCMPR finalist award featuring the College Branding from September 2022 using video content and with Social Media platforms. At the National Conference in Spring in Orlando, FL the Communications and Marketing team will be celebrated for their successes and keeping students in the front of the communications.

Following the NCMPR feature, Ms. Stofft walked through the important Advancement work through Institutional Effectiveness and Research (IER) team. Ms. Stofft shared key data from the recently published 2021-2022 Fact Book. The current Fact Book reflects the data showing how AWC growth has been measured through Total Student headcount, Full-Time and Part-Time Student Enrollment, and First-Generation values among other data points.



Total Student Headcount – 12,342 (+27%)  
Full Time Student Equivalent (FTSE) – 5,065 (+19%)  
Part-time – 84% (+32%); Full-time – 16% (+7%)  
Latino – 63% (+13%); 76% (excluding Unspecified)  
First Generation – 62% (+10%)  
Declared Major – 90% (+28%)  
Total Financial Aid Awarded - \$26,785,189 (+31%)  
Total PELL Grant Aid Awarded - \$13,149,327 (-17%)

Following Ms. Stofft’s report, Dr. MacFarland shared his interest to review data that for the of Financial Aid Awarding grown and support student need each year. Mr. Doak shared that during the 2021-2022 year, \$2.2m of funding had been awarded to students annually from institutional dollars, AWC Foundation with the interest of not having students take out loans, or incur personal debt.

Dr. Corr welcomed any data points of interest from the District Governing Board to have further trends or data points for their reference.

Mr. Lamb offered the question to see if the college has rebounded from the pandemic, and Dr. Corr confirmed that AWC is the only community college across the state with sustained enrollment growth.

**Closing Items:**

Dr. Corr shared the great example of partnerships and connection with the local community through the Yuma campus hosting the Ag Summit, the Art Symposium in the Art Gallery, the Law Enforcement Training Academy commencement at the Civic Center – this institution is a hub of community events which reflects the College’s commitment to be ‘a college of the community’.

Dr. Corr recognized the meeting location in the Academic Library in a space that was recently renovated through NEH Grant funding, AWC Foundation donation and college investment in the University Library space for a high-tech and access to digital literacy tools.

He shared the finalists for the Vice President of Learning Services (VPLS) role will be at the Yuma campus to conduct the final phase of the process March 1 and 2 with Town Halls, Public Forums and meetings with Faculty.

The college remains very active at the Capitol with recent presentations at the Rural Caucus to show the ‘magic occurring at community colleges in rural Arizona’.

The college is a finalist for a Bellwether Workforce Award for our Innovative Partnership with TBIC and college representation will travel to San Antonio, TX for the final presentation and event which will announce the selected awardees. TBIC representation will also be attending as a partner with the College.

Tremendous excitement with the recent partnership between AWC and YRMC which is the first of its kind partnership. There are key Allied Health programs to be supported, more than only nurses, to continue to support the work force.

Dr. Corr recognizes the competitiveness of the Athletics Coaches who are competitive in the academic commitments of the teams between each team, to achieve an average gpa of 3.3. This is the highest cumulative GPA to date.

He invited topics of interest for the upcoming Board Retreat on Friday February 25.

Dr. MacFarland noted the beautiful new space in the Academic Library and the ease of seeing data, engagement with attendees and celebration in this new space.

Mr. Lamb is interested in a feature of the Arts programming for a future meeting.

**Next Meeting:** The next scheduled meeting will be Friday February 24 at 10 am with the next Regular meeting on Tuesday, March 21 in San Luis at 9 am conducted both in-person and via Zoom and at the Yuma Campus.

Motion by Olivia Zepeda, seconded by Maria Chavoya

Final Resolution: Motion Carries

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

Nay: None

Abstain: None

The Board **Approved** the next meeting date and final matters of the meeting. The meeting adjourned at 1:44 pm.

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

Respectfully submitted,



Ashley B Herrington, Recording Secretary

Attendance recorded at 3:05 pm.



The screenshot displays a Zoom meeting interface with a grid of 16 video thumbnails. The top-left corner shows a 'Recording' indicator. The top-right corner has a 'View' button. The grid contains the following participants and elements:

- Row 1: Don Bohart, Ashley Herrington, back wall (background image), Betty Lopez AWC.
- Row 2: Dr. Nikki Hage (She/Her/...), Karen Davila - (She/Her) ..., Lindsey Perry (name and thumbnail), Scott Estes.
- Row 3: Ernie Hess, Annie Welker, Library- Board Meeting room (name and thumbnail, highlighted with a yellow border), Steve Suho.
- Row 4: Lorayne Chandler, Mandy Heil, Angie Gonzalez, Julia Howe.
- Row 5: Renee Munoz, Sandra Rodriguez, Cris Gordon, a phone icon with the number 19289207032.

The bottom control bar includes icons for Mute, Start Video, Security, Participants (20), Share Screen, Reactions, Apps, More, and an End button.