

MEETING MINUTES
Arizona Western College
District Governing Board Meeting
Regular Meeting 9 am
San Luis Learning Center and Via Zoom
March 22, 2022

Board Members Present: Board President Dennis Booth, Board Secretary Olivia Zepeda
Board Member present by phone, Zoom: Maria Chavoya, Richard Lamb, Dr. Kenneth MacFarland
Board Member Absent: none

Others Present within Meeting Room: (23)

Dr. Daniel Corr, President	Susanna Zambrano, Associate Dean of South Yuma County
Ashley Herrington, Chief of Staff	Leah Toledo, Student of the Month
Alan Lopez, Technology Specialist	Maria Guzman, Advising Coordinator
Alfonzo Zavala, Interim Associate Dean of Reskilling and Technology Center	Omar Heredia, Advising and Student Services Coordinator
Bryan Doak, Vice President of Student Services	Emily Adams, Nursing Faculty
Dr. Diane Carrasco-Jaquez, Vice President of Learning Services	Barbara Deal, Nursing Faculty
Lori Stofft, Vice President of Advancement	Laura Gauna, Administrative Assistant for South Yuma County
Reetika Dhawan, Vice President of Workforce Development and Career and Technical Education	Karen Johnson, Chief Human Resources Officer
Ross Poppenberger, Vice President of Finance and Administrative Services	Lt. Anthony Brown, Lt. of Police
Scott Estes, Chief Information Officer	Dr. Arryca Marron, Faculty Member
Steve Eckert, Director of Facilities	Jana Moore, Student Retention and Success
	Cristina Gonzales, Director of Advising Services

Others Present by Zoom: (12)

Michelle Landis, Financial Services Controller	Shara Skinner, Coordinator of Student Activities
Kimberly Trujillo, Payroll Manager	Julia Howe, Director of Instructional Quality and Faculty Development
Katheline Ocampo, Associate Dean of La Paz County Services	Bobby Lambert, Director of Organizational Development
Renee Munoz, Administrative Assistant to the Vice President for Finance and Administrative Services	Victoria Willoughby, Administrative Secretary
Nickzel Lezama, Financial Aid	Tim Smith, Dean of Career and Technical Education
Dr. Kevin Kato, Faculty Senate Association Representative	Ashli Perez, Talent Coordinator

Community Member Present by Zoom: (0)

No community members in attendance.

Community members present in person: (1)

Dr. Irene Kovala, Higher Learning Commission (HLC) Reviewer

Call to Order: Board President Dennis Booth called the Regular Meeting to order at 9:01 am.

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

Adoption of Agenda: The agenda for the March 22, 2022 meeting presented for approval.

Motion by Olivia Zepeda, seconded by Maria Chavoya

Final Resolution: Motion Carries

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

Nay: None

Approval of Regular Meeting Minutes: February 22, 2022 Board Regular Meeting Minutes presented for approval.

Motion by Maria Chavoya, seconded by Olivia Zepeda

Final Resolution: Motion Carries

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

Nay: None

Arizona Association of Community College Trustees (AACCT) – Ms. Chavoya noted an update to be shared in April meeting.

Call to the Audience:

No one approached the call to the audience.

Employee Reports

Student Government Association, presented by Karla Vera

Ms. Vera welcomed the Board. She shared recent updates led by Student Government Association (SGA). National Potato Chip Day was celebrated across Campus Sites on March 14. SGA sent off the Women's Basketball team to the National tournament with goodie bags. March 7 – 10 SGA participated in Transfer week with a Movie night on March 9 with over 40 students in attendance. March 17 brought a St. Patrick's Day Zumba with St. Patrick's Day costumes. Highway clean-up also conducted. Upcoming events includes UArizona campus site visit, ASU site visit and Women's lecture series. Donations are also accepted through the semester for Andale's Pantry and Closet. Dr. Corr recognized Ms. Karla Vera's recognition as an ASU Local student and recent recipient of the Coca-Cola Scholarship award as part of her All-Arizona Honors award recognition.

Faculty Senate Association, Presented by Dr. Kevin Kato

Dr. Kato presented on behalf of Faculty Senate Association. Dr. Kato recognized Dr. Sara Amani's second Multilingual Student Expo hosted on March 16. Many students who presented at the Expo are submitting their submissions for the inaugural Communications award. English 216, Dr. Trisha Campbell's student Podcast challenge bringing the Western Voice, the printed publishing, into a podcast version, led by. The YumaSun is featuring this podcast program in the article published this month. SFAZ+8 Professional Development Grant event focused on Math-in-CTE with 'contextualized math' across disciplines with the workshop focusing on Math for Welding class in AWC Welding courses. The science department welcomes Daniela Ayala as a new professor of Biology in Anatomy and Physiology.

Professional Employee Association, Presented by Laura Sandigo

Ms. Sandigo welcomed the Board on behalf of Professional Employee Association (PAA).

PAA election season is open and the PAA is seeking nominations for Vice Chair, Treasurer, District Governing Board Representative and College Governance Council seats to be held in April. PAA has had strong meeting attendance with over 40 attendees each meeting.

Classified Employee Association; Presented by Ashley Macawile

No report was given.

Spotlight: South Yuma County - Arizona Western College Presented by Omar Heredia and Maria Guzman

Mr. Heredia welcomed the Board, guests and students.

Leah Toledo was recognized as student of the month. Leah is a first-generation College student. She recognized her path as a student. She shared her path searching for a fit as a student at AWC. She referenced 'finding her why' through reflection of defining her why.

Mr. Heredia recognized Karla Vera and Sofia Loera, All AZ Transfer Scholars. These award recipients receive 100% of their tuition at the AZ state institution of their choice.

Ms. Guzman featured the CARES Act funding projects to improve service to students at the San Luis Learning Center. There is a new Welcome Center at the entrance to welcome students to the Center offering support. This will be staffed by Ambassadors and support direct student needs. The Somerton Lobby Remodel also brings a space update to support students more quickly. The Science Lab Construction is on schedule to complete in Fall 2022 for Spring 2023 courses. Bathroom renovations will occur during Summer 2022 to bring updated facilities to serve the large student population.

South Yuma County celebrates the 12 full-time faculty to serve students with six of the twelve faculty members having their doctorate. This faculty footprint continues to serve the high demand of students and programs. Ms. Maria Guzman has an updated title as the Student Services Coordinator for South Yuma County and Erick Talamantes as an Enrollment Coach. Ms. Guzman noted the pride she has being able to serve our students. This increased staffing supports a clearer pathway to completion.

Mr. Heredia celebrated the 39% Capture rate from Kofa High School graduates where 70% of students reside in Somerton. San Luis student population has 54% of San Luis High School graduates as a strong feeder school. The strong recruitment of students supports the commitment by enrollment services in partnership with local High schools to be part of FAFSA Completion across the state, with the goal to earn state distinction as the highest participating high school in the state.

The Desert Southwest Transfer Conference Family Night has hosted Tuesday, March 8 with guest speaker attracting over 85 students and families to come to hear about the purpose of prioritizing College.

Multilingual Student Expo hosted Wednesday, March 16 in San Luis with a celebration of student voices and music. This second annual event brought energy and passion from students through the leadership of Dr. Sara Amani. Additional Student Clubs and programs active to provide opportunities to engage with one another and local staff in their path to completion.

Ms. Guzman noted how South Yuma County employees putting their heart in their work with students. She recognized the important relationships with Biri Martinez, Angela Amezaga and Martha Cordova to offer great quality events across the District.

Ms. Heredia noted the on-site HLC Visit March 21 to 23 pulling Associate Dean of South Yuma County Ms. Susanna Zambrano from the meeting, though credits her commitment to the community and pride for service to students across the local area.

Board Secretary recognized the amount of fun and passion evident in South Yuma County through Mr. Heredia and Ms. Guzman.

Action Items

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

Candidates for Exempt Positions

- James Schuessler, Director of Small Business Development Center

Motion by Olivia Zepeda, seconded by Dr. Kenneth MacFarland

Final Resolution: Motion Carries

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

Nay: None

Abstain: None

The **Board Approved** the New Hire as presented.

>> **HLC Peer Reviewer, Dr. Irene Kovala** joined the meeting and was invited to share comments about her visit thus far. She welcomed the Board and those in attendance. Ms. Kovala noted the passion and energy of the College and commitment to service of students. She expressed her admiration for the commitment to our community over a vast area of 10,000 square miles.

Action Item #2 – Consideration to Approve Policy Updates – Presented by Dr. Daniel Corr
Motion by Maria Chavoya, seconded by Olivia Zepeda

Final Resolution: Motion Carries

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

Nay: None

Abstain: None

The **Board Approved** the Policy and Procedure update as presented.

Summary –

In April 2021, all Active Policies of the College were reviewed by Dr. Corr. In many scenarios, these Policies have not been evaluated or updated since 1990. In the majority of the Policies, no revisions are necessary and simply the notation of a ‘reviewed date’ is shown and recommended.

In the review of procedures between November 2021 and February 2022, Procedure 250.1 – Speakers on Campus is out of date and no longer necessary, leading to the recommendation for removal of the Procedure and recommendation to Remove Policy 250.

Within the Board Bylaws, the District Governing Board reserves the authority to adopt Policies of the College.

The practice of the Arizona Western College District Governing Board shall be to relate each action it authorizes to the guiding policy upon which it is based. The President of the College and his/her staff shall develop procedures, rules and regulations for the operation and administration of the College throughout its organization in accordance with the adopted Policies of the District Governing Board.

Action Item #3 – Consideration to Award a Contract to Educational Services Inc. (ESI) – Presented by Ross Poppenberger

Motion by Maria Chavoya seconded by Richard Lamb

Final Resolution: Motion Carries

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

Nay: None

Abstain: None

The **Board Approved** the Award a Contract to Educational Services Inc. (ESI).

Summary –

The administration recommends that the District award a contract to Educational Services Inc. (ESI) to provide the services of the Dean of Workforce Development and Career and Technical Education by Mr. Timothy Smith. The term for this ESI Contract is for the dates of April 10 through June 30, 2022. The contract amount total is \$24,805.26 includes the 2.5-month Salary and Payroll Liabilities costs.

Budgetary Considerations: The funding for the position is included in the Fiscal Year 2021-2022 budget.

Action Item #4 – Consideration to Approve Purchases for Workforce Development – Presented by Ross Poppenberger

Motion by Richard Lamb seconded by Maria Chavoya

Final Resolution: Motion Carries

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

Nay: None

Abstain: None

The **Board Approved** the Purchases for Workforce Development as presented.

Summary-

The Arizona Western College Workforce Development Program through Workforce Innovation Opportunity Act (WIOA) requires higher spending limits for on-the-job-training, work experience and credentialed training to continue. This will support operations and instruction for the remainder of fiscal year 2022. The following necessary purchases are needed:

Vendor Name	Original Planned Expense	Total FY22 Expense	Reason
HDS Trucking Driving Institute	\$40,000.00	\$100,000.00	Truck Driving Training School – high demand created a need to increase the amount to meet the desires of participants for truck driving instruction leading to career of choice.
Shaw Diversified	\$25,000.00	\$60,000.00	Shaw Diversified has partnered with ARIZONA@WORK to provide employment to several participants for On-the-Job Training. As an on the job training partner, this means that the AWC Job Training Program pays up to 75% of a participant’s salary while they are in the program, and Shaw pays the remaining portion. After successfully completing the program, Shaw becomes responsible for retaining the participant and pays the entire salary for each participant.
Regional Center for Border Health	\$50,000.00	\$105,374.00	Regional Center for Border Health provides training that is not currently available at AWC, or AWC is unable to meet the enrollment demands required in the medical field.

Budgetary Considerations: Funds for these purchases have been included in the Fiscal Year 2021-2022 budget and will be reimbursed by Workforce Innovation Opportunity Act (WIOA) funds.

Action Item #5 – Consideration to Enter into a Lease Agreement with Greater Yuma Economic Development Corporation (GYEDC) – Presented by Ross Poppenberger

Motion by Olivia Zepeda, seconded by Maria Chavoya

Final Resolution: Motion Carries

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

Nay: None

Abstain: None

The **Board Approved** the Lease Agreement with Greater Yuma Economic Development Corporation (GYEDC) as presented.

Summary-

Arizona Western College and Greater Yuma Economic Development Corporation (GYEDC) have established a strong working relationship forged by creating and preserving opportunities that promote employment for AWC students and graduates through the efforts of GYEDC and its clients. The terms of this agreement will be for the two full calendar years from June 1, 2022 to May 31, 2024.

Action Item #6 – Consideration to Approve Purchase for Signage – Presented by Ross Poppenberger
 Motion by Olivia Zepeda, seconded by Dr. Kenneth MacFarland
 Final Resolution: Motion Carries
 Yea: Dr. Kenneth MacFarland, Maria Chavoya, Olivia Zepeda, Richard Lamb and Dennis Booth
 Nay: None
 Abstain: None

The **Board Approved** the purchase for signage as presented.

Summary-

Consideration to purchase an electronic message display located at the Yuma Campus entrance with remote access to digitally programmable content and wireless life-of-sign cellular data plan communication. The digital communication will bring a greater student experience by informing students of upcoming events and deadlines. The total cost for this purchase will be \$81,267.51. Purchases exceeding \$50,000 require District Governing Board approval per the College’s Purchasing Procedure (Procedure 337.1).

Budgetary Considerations: Funds for this purchase have been included in the Fiscal Year 2021-2022 budget through Innovation Fund Projects and Advancement budget.

Action Item #7 – Consideration to Technology Agreement– Presented by Ross Poppenberger
 Motion by Olivia Zepeda, seconded by Maria Chavoya
 Final Resolution: Motion Carries
 Yea: Dr. Kenneth MacFarland, Maria Chavoya, Olivia Zepeda, Richard Lamb and Dennis Booth
 Nay: None
 Abstain: None

The **Board Approved** the Technology Agreement with Sentinel Technologies, Inc as presented.

Summary-

AWC Technology Infrastructure Maintenance Agreement with Sentinel Technologies, Inc is needed to continue to support the day-to-day operations of our students and the community. The VxRail servers are the primary server hardware pool for Information Technology resources located at the Yuma campus. These servers support multiple technology areas of the college including account login, HVAC control, printing, e-mail, and other systems for Arizona Western College.

Strong maintenance and support of these operations are central to business continuity and security of college data. These servers were purchased in 2019 and have at least three more years of usable service life before needing to be replaced. This year we received two support renewal options from our partner: a 1-year and a 3-year option. Choosing the 3-year option will save the District \$17,627.88 (\$102,282.06 compared to 3x\$39,969.98) over the next three years over choosing three one 1-year renewals. If we receive price increases for the next two years’ renewals, the savings will be more substantial.

Three years of 24x7 onsite support for the VxRail server system	\$102,282.06
Total	\$102,282.06

Action Item #8 –Voucher (February 2022) – Presented by Ross Poppenberger
 Motion by Olivia Zepeda, seconded by Maria Chavoya
 Final Resolution: Motion Carries
 Yea: Dr. Kenneth MacFarland, Maria Chavoya, Olivia Zepeda, Richard Lamb and Dennis Booth
 Nay: None
 Abstain: None

The **Board Approved** the Voucher for February 2022 as presented.

Summary

The result of fiscal operations for the month ended February 28, 2022, indicated that expenses exceeded revenues*. On February 28, 2022, the cash balance was \$40,336,743 compared to \$25,943,110 on the same date last year.

Operational - Fund "0"

The District received 79% of its anticipated revenues and expended 54% of its budgeted expenditures, compared to 58% and 52%, respectively, last year.

Compared to 16,741 credit hours billed to students last year, this year 18,608 credit hours were 18 and under, active high school students. These students are billed \$25 per credit instead of \$90 per credit. The AWC community betterment plan has resulted in \$1,209,525 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 5% of its budgeted expenditures, compared to 30% last year.

*Yuma/La Paz Counties taxes received through January 31, 2022 at February 28, 2022.

President's Report: Facilities Update *Presented by Steve Eckert and Ross Poppenberger*

Mr. Eckert Welcomed the Board. He featured recently completed projects including: Softball Dugouts; Baseball Dugouts; Wellton Learning Center; Demolition of DeAnza; Library Renovations; ASU Local Ribbon cutting; Instinct 2 Renovation; 3C Balcony Shade Sails; Emergency Generator for Radio Transmitter; 3C Air Handler EMS Card Upgrade.

Architecture and Building planning for Student Experience Center and Residence Hall underway for final planning to be completed this Spring and building beginning this Summer. The Law Enforcement Training Academy facility planning discussions including prioritizing of programming, function of the space between training, course instruction and public service program space.

The recent Library Renovations through Instinct2 Grant funds and Institutional funds brings new improves space and furniture paired with five new student instruction spaces paired with a Flash Studio.

Upcoming projects include Refurbish the second half of the inside of the library; Landscape new library entrance, add HVAC to the 3C game room; add exhaust to the culinary arts classroom; SLLC Science/Nursing Lab; Pond Pump Station; add Adaptaview to Trane Chillers; Install solar light poles in residence hall quad; install fitness center equipment on campus.

Steve Eckert and Ross Poppenberger shared a memento from the DeAnza demolition following her comments as a resident in De Anza Residence Hall.

Closing Items:

Dr. Corr commended the great work in South Yuma County. He recognized the complimentary comments Dr. Kavala made in her brief comments about the passion and fun at the College.

Dr. Corr recognized Steve Eckert and the Facilities team. Their planning of future facilities includes creative financing without any cost to tax payers.

Dr. Corr recognized Faculty of the Year Emily Adams, Nursing Faculty at AWC. He also noted his congratulations of Lori Stofft as the Athena Award Winner.

Dr. Corr recognized the partnerships with university partners with University of Arizona, Arizona State University and Northern Arizona University. The four All Arizona scholars are choosing to stay in Yuma county in their path to Bachelors completion. This reflects the shared collaboration of access to higher education with achievement towards the Colleges BHAG. Transfer Week included a successful ASULocal ribbon cutting of the third site location and the only community college location in the nation.

In recognition of the growth for Dual-Credit and Concurrent programs rebound from a difficult 2020-2021 year. The 2021-2022 growth has continued to impact students and their completion of college courses while in High School.

March 23, 2022 is the Arizona Community College Day at the Capitol with AWC's program focus on Agriculture and partnerships from across the state, including the University of Arizona. This complements the continued attention and recognition community colleges play in the state, and specifically how Arizona Western College's good work has supplemented state work. This follows Dr. Corr's presentation to the Rural Caucus representatives with partnership with YRMC to speak about the need for nurses and health professionals across rural parts of the state.

Dr. Corr recognized the amazing Women's Basketball season led by Coach Patrick Cunningham. After 22 seasons, Coach Cunningham will retire from the College.

College Partners continue to bring greater access to higher education. Partnerships will continue to charge business and prosperity within our communities to create thriving communities. Partnership with GYEDC is an example of deliberate pairing of industry and the College.

Next month's April 2022 meeting with April Budget Workshop before our Regular Meeting.

Commencement is planned for Friday, May 13 at 7 pm celebrating graduates from AWC along side all three University Partners at Veteran's Stadium.

Mr. Booth noted the great excitement across the District and recognized the great impact the college makes within our communities.

Next Meeting: The next scheduled regular meeting will be Wednesday, April 20 at 10 am conducted both in-person and via Zoom and at the Yuma Campus.

Adjourn: The meeting matters were complete.

Motion by Olivia Zepeda, seconded by Richard Lamb

Final Resolution: Motion Carries


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

Nay: None

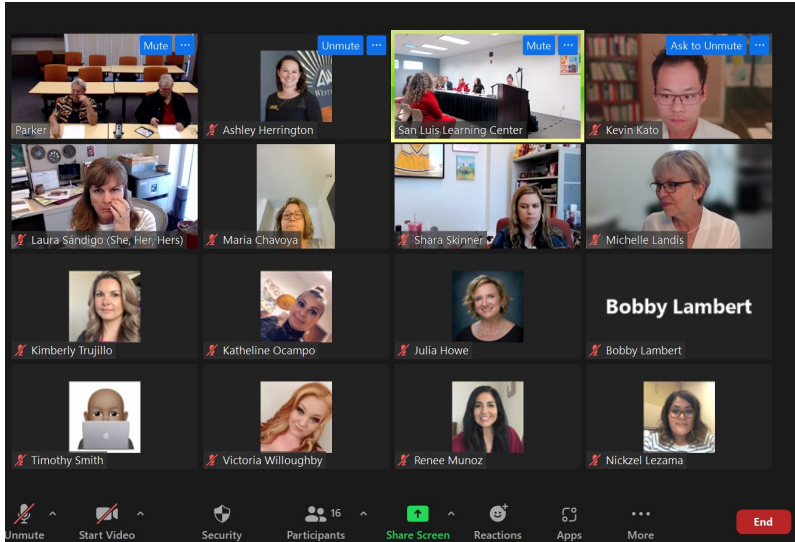
Abstain: None

The Board **Approved** the next meeting date and final matters of the meeting. The meeting adjourned at 10:50 am.

Respectfully submitted,


Ashley B Herrington, Recording Secretary

Zoom Attendance at 9:04 am –16 attendees



Zoom Attendance at 10:03 am –17 attendees

