

MEETING MINUTES
Arizona Western College
District Governing Board Meeting
Regular Meeting 2 pm with Executive Session
Frances Morris Boardroom - Yuma Campus and Via Zoom
May 18, 2023

Board Members Present: Board President Dennis Booth and Richard Lamb

Board Member present by phone, Zoom: Board Secretary Olivia Zepeda*, Maria Chavoya; Dr. Kenneth MacFarland

Board Member Absent: none

***Quorum confirmed**

Others Present within Boardroom: (17)

Dr. Daniel Corr, President
Ashley Herrington, Chief of Staff
Bryan Doak, Vice President for Student Services and Interim Vice President of Learning Services
Ross Poppenberger, Vice President of Finance and Administrative Services
Terry Williams, Professor of Administration of Justice
Bobby Alvarado, Professor of Welding
Lori Stofft, Vice President of Advancement
Reetika Dhawan, Vice President of Career and Technical Education and Workforce Development

Stuart Gibson, Associate Dean
Steve Eckert, Director of Facilities
Scott Estes, Chief Information Officer
Dr. Cris Gordon, Associate Dean of Instructional Development and Student Learning Experience
Noemi Barraza, Executive Administrative to the President's Office
Students of the Month: Evan, Rose, Dominic Jarmillo, Patrick Van Fleet

Others Present within on Zoom: (12)

Annie Welker
Brandon Relph, Student of the Month
Elaine Groggett
Jennifer Freedman
Jodi Trout
Julia Howe

Michelle Landis
Nickzel Lezama
Noemi Barraza
Renee Munoz
Richard Hernandez Jr
Susanna Zambrano

Community Member Present by Zoom: (0)

None

Others Present within Boardroom: (1)

Dr. Kathleen Iudicello

Call to Order: Board President Dennis Booth called the Regular Meeting to order at 2pm.

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

Adoption of Agenda: The agenda for the May 18, 2023 meeting presented for approval.

Motion by Dr. MacFarland, seconded by Olivia Zepeda

Final Resolution: Motion Carries

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

Nay: None

Approval of Regular and Workshop Meeting Minutes: April 25, 2023, Board Regular and Workshop Meeting Minutes presented for approval.

Motion by Richard Lamb, seconded by Maria Chavoya

Final Resolution: Motion Carries

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

Nay: None

Call to the Audience:

Mr. Richard Lamb recognized changes in officials at Parker Unified School District, including the new CTE Director Emmanuel Munoz, who is joining Parker following service by Mr. Paul Olsen.

Mr. Booth prompted the introduction of Dr. Kathleen Iudicello, AWC's incoming Vice President of Learning Services. Dr. Iudicello welcomed the Board and those in attendance, she shared she looks forward to working at AWC and with the community.

Employee Reports

Student Government Association, Presented by Paola Villarruel

Ms. Paola Villarruel, President of SGA, reported her final SGA report. She shared the recent events, including Arizona Cardinal's Football team visit with both players and program staff, including Cheerleaders. Dr. Corr and Chair Booth recognized Paola and her service through SGA and excited to celebrate her completion at AWC during graduation. She shared that she appreciates the support, knows the support of SGA members and students.

Faculty Senate Association, Presented by Terry Williams

Mr. Terry Williams, District Governing Board representative, reported his final Faculty Senate report. Mr. Williams introduced the incoming Faculty Senate Leadership, Dr. Eric Lee, Dr. Kris Duke and Dr. Monica Ketchum-Cardenas. Dr. Ketchum-Cardenas will be the 2023-24 District Governing Board representative and bring reports to future meetings. His PowerPoint presentation also celebrated Teacher of the Year for Full-Time Faculty and Part-Time Faculty; VMRC Juried Art Exhibition for Professor of Fine Arts Jules Floss; Spring Concert from the Community Band; Nursing Cohort expansion from 40 to 60 to support demand in workforce of nursing, this program is supported through Nursing Assistant Program and Medical Assistant Program expansion with courses in Yuma, San Luis and Parker.

Students of the Month, Presented by Reetika Dhawan

Reetika Dhawan introduced Professor Bobby Alvarado from the Welding Program. Professor Alvarado welcomed the Board and shared his appreciation for support of the welding program. Welding program students have competed within the SkillsUSA State and National level –with five students featured as Students of the Month. The five include students: Evan, Rose, Dominic Jarmillo, Patrick Van Fleet and Brandon Relph. Students will travel this summer to compete in SkillsUSA Nationwide competition in Atlanta, Ga. The Welding program will be well represented at the event, called the 'largest gathering of America's future skilled workforce' June 19-23, 2023.

Action Items

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

Positions presented for approval –

- No positions were presented for approval

No Formal Vote called.

Action Item #2 – Consideration to Award a Contract to Educational Services Inc. (ESI) – Presented by Ross Poppenberger

Motion by Richard Lamb seconded by Maria Chavoya.

Final Resolution: Motion Carries

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

Nay: None

Abstain: None

The **Board Approved** the Action Item as Presented.

Summary-

The administration recommends that the district award a contract to Educational Services Inc. (ESI) to provide the services for the below positions:

1. Professor of History/Head Men's Soccer Coach
2. Professor of English as a Second Language (ESL)
3. Associate Dean of Enrollment Services
4. Executive Administrative Assistant – Student Services

The terms for these ESI Contracts are for the 2023-2024 Fiscal year. The contract total amount is \$403,680.07 which includes the Salary, Payroll Liabilities, ASRS Contributions costs and the ESI management fee.

Action Item #3 – Consideration to Approve Nursing Program Equipment – Presented by Ross Poppenberger

Motion by Richard Lamb seconded by Dr. Kenneth MacFarland

Final Resolution: Motion Carries

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

Nay: None

Abstain: None

The **Board Approved** the Nursing Equipment Purchase as presented.

Summary-

The College is seeking approval to purchase Technology for the Nursing Program. The Mother and Baby simulation manikins are essential to the program delivery and aligns with the program's virtual reality lab set up for use Fall 2023. The total cost of the nursing mom and baby practice manikins is \$129,015.37. The funds for this grant funded purchase are available for immediate use through the ADHS Nurse Education Grant Funds.

Action Item #4 – Consideration to Amend the Contract for Construction Services for the Law Enforcement Training Academy Building – Presented by Ross Poppenberger

Motion by Richard Lamb, seconded by Olivia Zepeda

Final Resolution: Motion Carries

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

Nay: None

Abstain: None

The **Board Approved** the Contract for Construction Services as presented.

Summary-

The District Governing Board approved to award a contract for construction services with Pilkington Construction Company for the Law Enforcement Training Academy on November 14, 2022. We are seeking approval to amend the contract to accept the Guaranteed Maximum Price (GMP) # 1 for the first scope of work from approximate costs to true costs. The total Guaranteed Maximum Price #1 will not exceed \$8.3 million. This construction is funded through the Intergovernmental Agreement between

Yuma County and Arizona Western College and includes budgeted Institutional Funds.

Action Item #5 – Consideration to Renew Dual-Credit Intergovernmental Agreements– Presented by Ross Poppenberger

Motion by Maria Chavoya seconded by Dr. Kenneth MacFarland

Final Resolution: Motion Carries

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

Nay: None

Abstain: None

The **Board Approved** the Dual-Credit Intergovernmental Agreements (IGA) as presented.

Dr. MacFarland sought clarification of Dual-Credit costs with state-funded and Dr. Corr shared the recently passed state budget includes a \$50 per credit hour reimbursement for students enrolled in dual credit coursework.

Dr. MacFarland sought clarification of status of partnership with Salome High School Dual-Enrollment. Dr. Corr noted his desire to bring Salome Highschool to the board for a formal agreement.

Summary-

Antelope Union High School District, Yuma Union High School District #70, Parker Unified School District, Harvest Preparatory Academy, Southwest Technical Education District of Yuma (STEDY), and Yuma Catholic High School are seeking renewal of the Intergovernmental Agreement and/or Memorandum of Understanding to provide dual credit courses. These Intergovernmental Agreements and/or Memorandum of Understandings allow Arizona Western College to articulate curricula and offer students under the age 18 the opportunity to earn college credit while in school. These agreements will be for one (1) year.

Action Item #6 – Consideration to Renew Intergovernmental Agreements – Presented by Ross Poppenberger

Motion by Richard Lamb seconded by Maria Chavoya

Final Resolution: Motion Carries

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

Nay: None

Abstain: None

The **Board Approved** the Intergovernmental Agreements (IGA) as presented.

Dr. MacFarland asked for the College to review status of IGA's covering library resources in Quartzsite and larger La Paz County.

Summary-

Intergovernmental Agreement (IGA) are used for formal college partnerships. Presenting the renewal agreements for multiple partnerships 2023 - 2024 Fiscal Year. Renewing these IGAs allow the Yuma/La Paz Counties Community College District (Arizona Western College) to continue their participation in long standing partnerships for cross-District benefit.

1. Yuma Education Consortium (YEC): Partnership of Yuma Elementary School District No. One, Yuma Union High School District No. 70, and Northern Arizona University with Arizona Western College. Term: July 1, 2023 – June 30, 2026
2. Yuma Education Consortium for Transportation services (YEC- Transportation) – Providing inventory of all transportation and motor vehicles owned and serviced by Arizona Western College. Term: July 1, 2023 – June 30, 2026
3. Yuma County Library District – Library resources and shared materials in Branch locations and online resources. Term: July 1, 2023 – June 30, 2026
4. Southwest Technical Education District of Yuma (STEDY), also known as the Career Technical Education District or CTED, Intergovernmental Agreement (IGA). Term: July 1, 2023 – June 30, 2026
5. Parker Public Library – Library resources and shared materials at locations in La Paz County. Term: July 1, 2023 – June 30, 2026
6. Yuma Education Consortium for Educational Access Television and Public Relations Term: July 1, 2023 – June 30, 2026

Action Item #7 – Consideration to Renew and Amend the Contract with Sodexo America, LLC – Presented by Ross Poppenberger

Motion by Maria Chavoya seconded by Dr. Kenneth MacFarland

Final Resolution: Motion Carries

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

Nay: None

Abstain: None

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

Summary-

Arizona Western College has been in a contractual arrangement with Sodexo America, LLC (Sodexo) since 2008 as a food service provider for students, faculty and staff. The base contract fee is \$250,000 annually under this renewal. This renewal brings a savings of \$100,000 from the current agreement ending on July 1, 2024. This renewal length is for nine-years beginning July 1, 2023 – June 30, 2032. Included in this renewal is the set up and operation of the Touchless Convenience Store in new MAC (Matador Activity Center) for increased convenience and access for students.

Action Item #8 – Consideration to Approve Contract Services with Oak Rose Group – Presented by Ross Poppenberger

Motion by Olivia Zepeda seconded by Dr. Kenneth MacFarland

Final Resolution: Motion Carries

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

Nay: None

Abstain: None

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

Summary-

The College seeks approval for an increased level of consulting services with Oak Rose Group to support the organizational launch of programming within the Entrepreneurial College. We currently have an open purchase order in the amount of \$45,000.00 and need to increase by \$30,033.00. The total cost for this service will be \$75,033.00.

Action Item #9 – Consideration to Approve Purchase of Milling Machine for the Manufacturing Program – Presented by Ross Poppenberger

Motion by Maria Chavoya seconded by Richard Lamb

Final Resolution: Motion Carries

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

Nay: None

Abstain: None

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

Summary-

On April 25, 2023, the District Governing Board approved the purchase of a Milling Machine for the Manufacturing Program. There was a discrepancy in the total price that was approved. The amount previously approved is \$61,133.21. The College is seeking approval to approve the correct total cost of \$64,133.21. Fund for this purchase are available with the Fiber Optics Grant.

Action Item #10 – Consideration to Identify Chief Fiscal Officer – Presented by Ross Poppenberger

Motion by Maria Chavoya seconded by Dr. Kenneth MacFarland

Final Resolution: Motion Carries

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

Nay: None

Abstain: None

The **Board Approved** Ross Poppenberger as Chief Fiscal Officer of Yuma/La Paz Counties Community

College District as presented.

Summary-

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

Action Item #11 – Consideration to Approve Voucher (April 2023)– Presented by Ross Poppenberger

Motion by Maria Chavoya seconded by Olivia Zepeda

Final Resolution: Motion Carries

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

Nay: None

Abstain: None

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

Summary-

Summary of Revenues and Expenditures for the Month Ended April 30, 2023 - Operational and Capital Funds.

Summary

The result of fiscal operations for the month ended April 30, 2023, indicated that expenses exceeded revenues*. On April 30, 2023, the cash balance was \$13,562,091 compared to\$ 17,431,782 on the same date last year.

Operational - Fund "O"

The District received 75% of its anticipated revenues and expended 74% of its budgeted expenditures, compared to 91% and 77%, respectively, last year.

Compared to 19,475 credit hours billed to students last year, this year 20,811 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 \$1,394,332 or 3% 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 33% of its budgeted expenditures, compared to 7% last year.

*Yuma/La Paz Counties taxes received through March 31, 2023, 2022 at April 30, 2023.

President's Reports

President's Report by Dr. Daniel Corr

Dr. Corr welcomed the Board. He shared a presentation featuring highlights of the 2022-2023 academic year. He acknowledged the President's Cabinet team that supports and leads many of the initiatives: Bryan Doak, Lori Stofft, Ross Poppenberger, Reetika Dhawan, Kimberly Trujillo and Ashley Herrington.

Dr. Corr walked through a PowerPoint presentation, titled "An Amazing Year in Review" featuring multiple key points of pride for the college, momentum of enrollment growth and genuine transformation the college has been a part of through the past year. Notable points include:

- 5-year FTSE Enrollment growth of 2.24% increase, only Community College reflecting growth, with the state change at -21.46% (data from Arizona Office of the Auditor General)
- 7-year Dual-Enrollment growth at 617.54% increase, leading the state in growth (data from Arizona Office of the Auditor General)
- 5-year Transfer growth of 24.2% to three-state universities (data from ASSIST Data Warehouse, June 2022)
- Growth in District of program offering at NAU. UArizona and ASU at Yuma campus site
- Notable growth supporting BHAG
- Celebration of CTE programming ahead of the curve, reflecting the New Entrepreneurial Structure and leveraging partnerships and new opportunities to meet workforce demands.
- Curriculum presented 12 new certificates and 35 new courses for the Board consideration to

reflect the agile programming at AWC; 10 programs and 61 courses modified curriculum to update to new standards.

- The College is responsive to Community needs, as reflected by Health program offerings growing including a Nursing Program expansion, Community health workers.
- Specific programming benefiting La Paz County including Dual-Credit scholarships, Adult Education Development (\$170,000), Workforce Development and Small Business Development Center (SBDC) initiatives driving support and new healthcare programs like community healthcare worker and medical assistant
- Political Advocacy has benefited AWC with new funding channels for NAU Program expansion, congressional spending funding awarded and partnerships like Arizona Commerce Authority selecting AWC to lead an Accelerator project. 2023/24 State budget has built in one-time dollars for further program expansion in Healthcare, Cyber Convergence programming. In total, \$30,200,000.00 of new funding has been secured for College benefit.
- Numerous Grant, Awards and Government allocations included
- Partnership between AWC and YRMC key to meeting workforce needs, with shared facility coming in 2025, with NAU also partnering with AWC on the new DeAnza Hall.
- Through innovating re-branding, the college also launched a new brand with primary colors of Matador Red, Sandstone.
- Among multiple awards, the College has been recognized by NCMPR, Triple EEE and Bellwether
- The College continues to demonstrate Fiscal Stewardship with A+ bond rating maintained, revenues exceeding expenses for the past seven years and thoughtful investing with AZ Treasury; the college is still \$10million under the Expenditure Limit
- New Facility construction underway with multiple projects like the Matador Activity center (MAC), San Luis Biology and CNA Lab, Library Expansion, DeAnza Residence Hall, Allied Health Center campus, Law Enforcement Training Academy, and Wellton Advanced Manufacturing Center.
- The Launch of the Entrepreneurial College brings further innovation and programming opportunity to non-credit and revenue generating offerings.
- The Higher Learning Commission Review June 2023, with collaborative team preparing final submission
- Successful year across all teams, National Championship contenders in M and W Soccer; Playoff appearances in M, W Basketball and Softball; return of the NJCAA Tournament to Yuma at the PAAC in 2025.
- Important Culture work has been ongoing bringing greater personal agency and accountability with pre and post surveys showing steady outcomes and employee satisfaction
- RNL Survey completed reflecting Student Satisfaction Data: 67% students reported College met expectations or better; 82% students satisfied with experience at AWC; 87% reporting they would select AWC again if enrolling
- Student satisfaction high due to quality environment, faculty and environment
- College actively living up to the Student Experience Statement and honoring the Mission and Vision statement to transform lives and the communities served.

Dr. Corr closed his remarks with his trademark remarks with a twist, “It has been a great year to be a Matador”.

The District Governing Board acknowledged the tremendous work by the College noted this gave plenty to review in Executive Session to follow.

Recess to Executive Session: The Board recessed into executive session at 4 pm.

Call to Order: Board President Dennis Booth called the Executive Session Meeting to order at 4:08pm.

Motion by Maria Chavoya seconded by Olivia Zepeda

Final Resolution: Motion Carries

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

Nay: None

Abstain: None

Executive Session Attendees:

Board Members Present in Frances Morris Boardroom: Board President Dennis Booth, Richard Lamb

Board Member present by phone, Zoom: Board Secretary Olivia Zepeda, Maria Chavoya, and Dr. Kenneth MacFarland

Others Present:

Ashley Herrington, Chief of Staff

Dr. Corr, President (brief attendance)

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Adjourn: The Executive Session meeting matters were complete.

Motion by Maria Chavoya, seconded by Dr. Kenneth MacFarland.

Final Resolution: Motion Carries

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

Nay: None

Abstain: None

Adjournment of Executive Session: The Board adjourned from executive session at 4:39 pm.

III. Resume Regular Meeting

Resume Regular Session: The Board resumed Regular meeting at 4:40pm

Board Members Present: Board President Dennis Booth and Richard Lamb

Board Member present by phone, Zoom: Board Secretary Olivia Zepeda*, Maria Chavoya; Dr. Kenneth MacFarland

Board Member Absent: none

***Quorum confirmed**

Others Present within Boardroom: (13)

Dr. Daniel Corr, President

Ashley Herrington, Chief of Staff

Action Following Executive Session--

Action Item #1 – Consideration to Approve Terms for President’s Contract 2023-2026 Amendment of the – Presented by Dennis Booth

The **Board Approved** the Contract for President.

Motion by Maria Chavoya, seconded by Olivia Zepeda.

Final Resolution: Motion Carries

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

Nay: None

Abstain: None

Closing Items:

No further comments.

Next Meeting: The next scheduled meeting will be Wednesday, June 7 at 12pm with the next Regular meeting conducted both in-person and via Zoom and at the Yuma Campus.

Motion by Dr. Kenneth MacFarland, seconded by Maria Chavoya

Final Resolution: Motion Carries

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

Nay: None

Abstain: None

The Board **Approved** the next meeting date and final matters of the meeting. The meeting adjourned at 4:44 pm.

Adjourn: The meeting matters were complete.

Respectfully submitted,



Ashley B Herrington, Recording Secretary

Attendance at 3:59 pm

