

MEETING MINUTES
Arizona Western College
District Governing Board Meeting
Public Hearing
Frances Morris Boardroom, Zoom
June 11, 2024

Board Members Present: Board President Dennis Booth, Board Secretary Olivia Zepeda
Board Member present by phone, Zoom: Dr. Kenneth MacFarland and Maria Chavoya
Board Member Absent: Richard Lamb

Others Present within Frances Morris Boardroom: (15)

Dr. Daniel Corr, President
Ashley Herrington, Chief of Staff
Bryan Doak, Vice President for Student Services
Ross Poppenberger, Vice President of Finance and Administrative Services
Dr. Joann Chang, Executive Director - Dean of Healthcare Programs
Jordan Amezcua, Administrative Assistant III
Noemi Barraza, Executive Administrative Assistant
Tim Hauser, P-Card Administrator
Biri Martinez, Outreach and Early College Coordinator
Dr. Monica Ketchum-Cardenas, Faculty Senate Representative
Mandy Heil, Associate Dean of Communications and Marketing
Dr. Kathleen Iudicello, Vice President of Learning Services
Ana English, Associate Dean of Enrollment Services
Katelyn Kessler, Payroll Specialist
Jorge Ramirez, Student Government Association

Others Present by Zoom: (7)

Kimberly Trujillo, Director of Human Resources
Annie Welker, Administrative Assistant III
Renee Munoz, Administrative Assistant to the Vice President for Finance and Administrative Services
Shara Skinner, Coordinator of Student Leadership & Activities
Mayerlyn Lewis, Administrative Assistant IV to South Yuma County, Entrepreneurial College
Michelle Landis, Director of Financial Services and Controller
Brenda Sawyer, Director of Purchasing

Community Members Present by Zoom: (0)

Community Members Present in room: (1)

Nick Fenley, Yuma Sun Newspaper

Call to Order: Board President Dennis Booth called the Public Hearing Meeting to order at 12:04 pm.

PUBLIC HEARING

Adoption of Agenda: The agenda for the June 11, 2024, meeting presented for approval.

Motion by Dr. Kenneth MacFarland, seconded by Olivia Zepeda

Final Resolution: Motion Carries

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

Nay: None

Public Hearing: 2024-2025 College Budgets
(A.R.S. 15-1461 and 15-1461.01) - 2024-2025 College Budget

Call to the Audience

The public is invited to speak on any item or any area of concern within the jurisdiction of the District Governing Board of Arizona Western College. The Board is prohibited by the Arizona open meeting law from discussing, considering or acting on items raised during the call to the public. Individuals are limited to a five-minute presentation.

Call to the Audience - There was no response to the Call to the Audience

Dr. Corr recognized the Board memo stating no response to the statutory publications of the Truth in Taxation and Proposed Budget were received by the College. Mr. Booth acknowledged the memo.

Adjourn: The meeting matters were complete.

Motion by Olivia Zepeda seconded by Maria Chavoya.

Final Resolution: Motion Carries

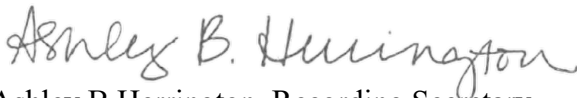
Yea: Dr. Kenneth MacFarland, Maria Chavoya, Olivia Zepeda and Dennis Booth

Nay: None

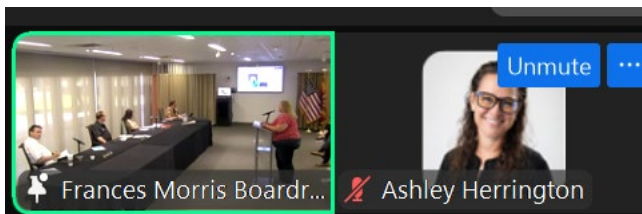
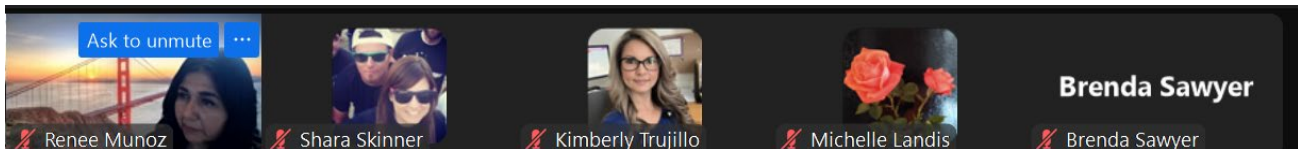
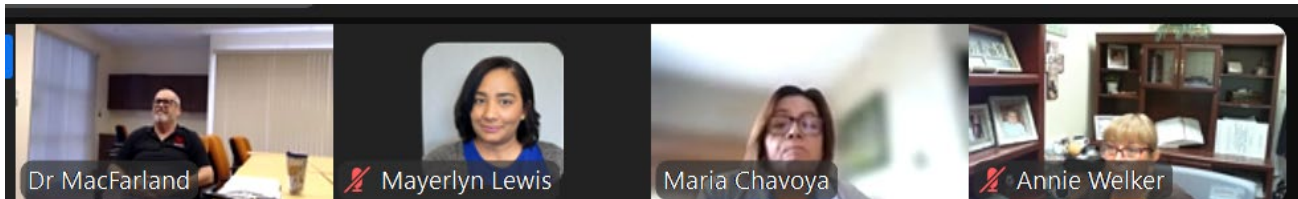
Abstain: None

The meeting adjourned at 12:06 pm.

Respectfully submitted,



Ashley B Herrington, Recording Secretary



MEETING MINUTES
Arizona Western College
District Governing Board Meeting
Special Meeting
Frances Morris Boardroom and Zoom
June 11, 2024

Board Members Present: Board President Dennis Booth, Board Secretary Olivia Zepeda

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

Board Member Absent: Richard Lamb

Others Present within Frances Morris Boardroom: (15)

Dr. Daniel Corr, President

Ashley Herrington, Chief of Staff

Bryan Doak, Vice President for Student Services

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Jorge Ramirez, Student Government Association

Others Present by Zoom: (7)

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Shara Skinner, Coordinator of Student Leadership & Activities

Mayerlyn Lewis, Administrative Assistant IV to South Yuma County, Entrepreneurial College

Michelle Landis, Director of Financial Services and Controller

Brenda Sawyer, Director of Purchasing

Community Members Present by Zoom: (0)

Community Members Present in room: (1)

Nick Fenley, Yuma Sun Newspaper

Special Meeting

Call to Order: Board President Dennis Booth called the Special Meeting to order at 12:06 pm.

Adoption of Agenda: The agenda for the June 11, 2024, meeting presented for approval.

Motion by Dr. Kenneth MacFarland, seconded by Olivia Zepeda

Final Resolution: Motion Carries

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

Nay: None

Special Meeting: 2024-2025 College Budgets
(A.R.S. 15-1461 and 15-1461.01)

Dr. Daniel P. Corr welcomed the Board and confirmed that no public comments have been received for review or consideration by the District Governing Board or the College.

Budget preparation included a priority not to raise property taxes and continue to deliver an amazing student experience. The budget has been built on fiscal expectations from state funding though with the state budget not yet passed, the budget can be adjusted. He invited Ross Poppenberger to share budget overview for the proposed 2024/25 Budget.

The AWC budget reflects an overall increase of 3.9% or \$1.2M increase. This budget contains a 4% increase in salaries for all full-time employees and a .02% decrease in the contribution rate for A.S.R.S. Capital projects were addressed to continue to provide the District with environmentally safe and sound facilities and enhance processes through Technology. This budget includes contingencies for anticipated needs. This budget also includes a \$250,000 increase for scholarships. The final Budget is \$140 Million in total, with no increase in property taxes to our tax payors.

In closing, Dr. Corr shared his pride in the fiscal stewardship of the college leadership and deliver an amazing student experience.

Adoption of Budget: The budget for the 2024-2025 Proposed Budget was presented for approval.

Motion by Maria Chavoya, seconded by Olivia Zepeda

Final Resolution: Motion Carries

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

Nay: None

Absent: Richard Lamb

Roll Call Vote to Adopt the 2024-2025 College Budgets:

Chief of Staff, Ashley Herrington, called for the Vote.

Board Member, District 1, Richard Lamb – absent due to medical reasons

Board Member, District 2, Dr. Kenneth MacFarland – YES

Board President, District 3, Dennis Booth – YES

Board Member, District 5, Maria Chavoya – YES


Board Secretary, District 4, Olivia Zepeda – YES

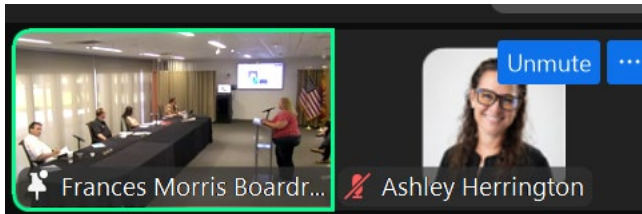
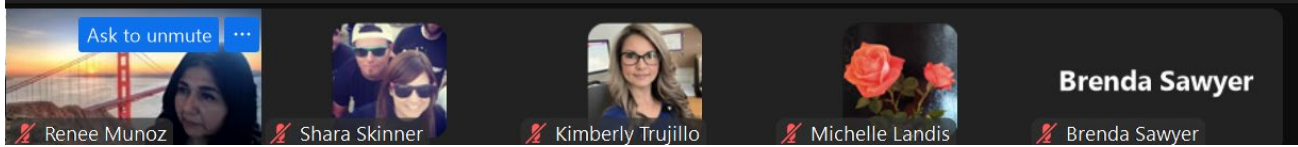
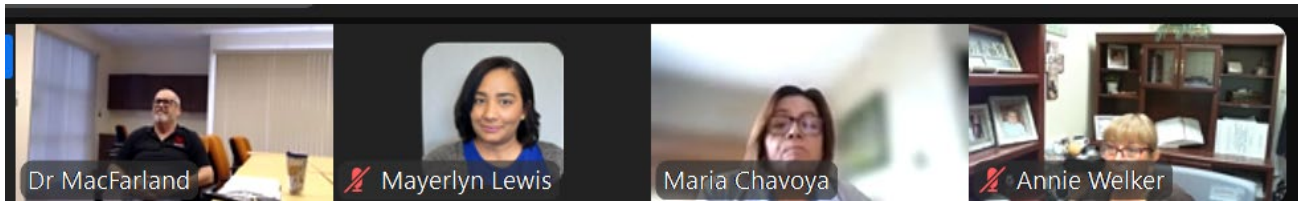
The motion to adopt the 2024-2025 college budget as presented was carried with a unanimous, 4-0 vote.

Adjourn: The meeting matters were complete.

The meeting adjourned at 12:14 pm.

Respectfully submitted,


Ashley B Herrington, Recording Secretary



MEETING MINUTES
Arizona Western College
District Governing Board Meeting
Regular Meeting 12 pm
Yuma Campus and Via Zoom
June 11, 2024

Board Members Present: Board President Dennis Booth, Board Secretary Olivia Zepeda
Board Member present by phone, Zoom: Dr. Kenneth MacFarland and Maria Chavoya
Board Member Absent: Richard Lamb

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Michelle Landis, Director of Financial Services and Controller
Brenda Sawyer, Director of Purchasing

Community Members Present by Zoom: (0)

Community Members Present in room: (1)

Nick Fenley, Yuma Sun Newspaper

Call to Order: Board President Dennis Booth called the Regular Meeting to order at 12:15 pm.

Adoption of Agenda: The agenda for the June 11, 2024, meeting is presented for approval.

Addition to add a report from the Student Governing Association President.

Motion by Olivia Zepeda, seconded by Maria Chavoya

Final Resolution: Motion Carries

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

Nay: None

Call to the Audience:

No one responded to the call to the audience.

Employee Reports

Student Government Association, Presented by Jorge Ramirez

Jorge Ramirez, the SGA President for the 2024-25 school year, introduced himself as a second-year student double majoring in political science and psychology, with prior experience as a Residence Assistant and in the TRIO Talent Search and Upward Bound program. He shared the end of the year activity and plans to Kick off a successful fall 2024.

Faculty Senate Association, Presented by Dr. Monica Ketchum-Cardenas

Dr. Ketchum-Cardenas presented the recent activity of the faculty. She celebrated growing engagement by Faculty and with early summer programming and camps. This includes an Innovation Fund project led by Professor Jacob Gibson who shared his love of bugs with local students.

The Officers set to continue to serve for Faculty Senate Association will remain the same with Dr. Eric Lee as Chair, Dr. Kris Duke as Vice Chair and Dr. Monica Ketchum-Cardenas as District Governing Board and College Governance Council representative.

Classified Employee Association, Presented by Tim Hauser

Mr. Tim Hauser presented the recent activity of the Classified Employee Association (CEA). He featured the recent stress relief workshops including essential oils and puzzles. CEA members were encouraged to pick up their new CEA T-shirts and camp mugs. New officers will serve in 2024-2025 will be Chair, Kaitlyn Kessler, Vice Chair Christopher Ramirez, Secretary Johanna Megui, Treasurer Stephanie Lodge, DGB/CGC Rep Timothy Hauser, Ex-Officio: Jordan Amezcua.

Action Items

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

Motion by Dr. Kenneth MacFarland, seconded by Olivia Zepeda

Final Resolution: Motion Carries

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

Nay: None

Abstain: None

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

Summary –

- Elizabeth Lara, Director of Nursing

Action Item #2 – Consideration to Renew Dual Credit Intergovernmental Agreements- 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, and Dennis Booth

Nay: None

Abstain: None

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

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), Bicentennial Union High School District #76, Freedom Christian Academy High School, PPEP TEC High School 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 the age 18 and under the opportunity to earn college credit while in these partner schools. These agreements will be for two (2) years.

Action Item #3 – Consideration to Approve Addendum to Intergovernmental Agreement with Southwest Technical Education District of Yuma (STEDY)– Presented by Ross Poppenberger
Motion by Dr. Kenneth MacFarland, seconded by Olivia Zepeda

Final Resolution: Motion Carries

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

Nay: None

Abstain: None

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

Summary-

The college is seeking approval to amend the current Intergovernmental Agreement with Southwest Technical Education District of Yuma (STEDY), also known as the Career Technical Education District or CTED, to include financial assistance from STEDY for the College Position of Professor of Homeland Security. The term of this agreement is for five years and will expire on June 30, 2026. STEDY will be invoiced for \$55,000 to partially cover the salary and benefit expenses.

Action Item #4 - Consideration to Approve the Renewal of Intergovernmental Agreement with the City of Yuma Regarding the EMT/Paramedic and Fire Service Training– Presented by Ross Poppenberger

Motion by Olivia Zepeda, seconded by Maria Chavoya

Final Resolution: Motion Carries

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

Nay: None

Abstain: None

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

Summary-

The college is seeking approval to renew the current agreement with the City of Yuma regarding EMT/Paramedic and Fire Service Training Programs. It is the intent of the College and the City to affiliate for the education of Emergency Medical Services students and Fire Cadets with the goal of providing these students with EMT/Paramedic and Fire Service Training. The term of this agreement will be for three (3) years and will automatically renew for three (3) additional one-year periods.

Action Item #5 - Consideration to Approve the Renewal of Ellucian Products and Services – Presented by Ross Poppenberger

Motion by Dr. Kenneth MacFarland, seconded by Maria Chavoya

Final Resolution: Motion Carries

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

Nay: None

Abstain: None

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

Summary-

The College is seeking approval to renew the agreement of Ellucian Products and Services. This Technology solution has been utilized with AWC since 1999 and serves as the core software for outreach, admissions, financial aid, business services, human resources and college operations. This renewal has been negotiated on a 6-year term basis and includes a modernization implementation. through the first 18 months.

The College seeks approval to renew this agreement for \$6,343,984 for six years. The annual expense is a net neutral cost with the included enhancements of the software for both students and staff.

Action Item #6 - Consideration to Pre-approve Purchases and Repairs– 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, and Dennis Booth

Nay: None

Abstain: None

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

Summary-

It may be necessary to make several technology and capital purchases soon after the beginning of fiscal year 2025 to be prepared for instruction of fall 2024 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 will only be made with the President's approval.

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 \$250,000 during the time before August meeting, if needed.

Action Item #7 – Consideration to Approve Voucher for May 2024– Presented by Ross Poppenberger

Motion by Maria Chavoya seconded by Olivia Zepeda

Final Resolution: Motion Carries

Yea: Dr. Kenneth MacFarland, 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 May 31, 2024 - Operational and

Capital Funds

Summary

The result of fiscal operations for the month ended May 31, 2024, indicated that revenues* exceeded expenses. On May 31, 2024, the cash balance was \$14,574,451 compared to \$18,332,437 on the same date last year.

Operational - Fund "O"

The District received 98% of its anticipated revenues and expended 84% of its budgeted expenditures, compared to 94% and 81%, respectively, last year.

Compared to 21,523 credit hours billed to students last year, this year 28,202 credit hours were active high school students. These students are billed \$25 per credit instead of \$94 per credit. The AWC community betterment plan has resulted in \$1,945,905 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 105% of its budgeted expenditures, compared to 42% last year.

*Yuma/La Paz Counties taxes received through April 30, 2024, at May 31, 2024.

President's Report

Student Services: Outreach and Early College, Presented by Bryan Doak

Mr. Doak provided enrollment information from 2023-2024 stemming from the impressive and effective outreach and partnership events and planning within the community. The outcomes from recent initiatives highlight significant growth and achievements in various educational programs. Dual Enrollment for the 2023-2024 academic year reached 491 FTSE (Full Time Student Equivalent), marking a 13.4% increase from the previous year and a remarkable **761% growth over nine years**, placing the institution third in the state and closing the gap in second place.

The Early College program, which includes concurrent and dual enrollment, reported 28,202 credit hours, **up 31% from last year's 21,523 hours**, showing a rapid increase from 5,000 to 28,202 credit hours in a few years. Institutional Enrollment for 2023-2024 anticipates reaching 5,400 FTSE by year-end, a 6.3% increase from the previous year, with a current 6% growth for Fall 2024 semester. Completion data for 2023-2024 includes 2,824 credentials (degrees, certificates, or AGECs), which is a **48% increase** from the previous year, and the highest in the past decade. University transfer numbers will be updated in late July, but notable achievements include over 80 students in the ASU local cohort and a 58% increase in health professional and related program transfers, supported by partnerships with NAU. Additionally, the construction of the AWC Transfer Center is underway, expected to be completed by October.

Biri Martinez, Director of Outreach, Recruitment and Early College Program, shared videos, and photos from the amazing outreach efforts across all High schools in Yuma and La Paz County, including support for registration and admissions. It includes unique programs for 3rd and 5th grade students at local schools to participate in "I'm going to College" for an immersive day in the life of a college student at AWC.

Closing Items:

Dr. Corr praised the exceptional student experience and success in the Outreach and Early-College

programs, attributing them to the significant growth in enrollment and impressive degree completions.

Ms. Zepeda highlighted the impactful outreach efforts and the importance of early college access for student engagement and success at the local community college.

The Strategic Planning process continues through the summer and will be developed to guide the next fiscal year's budget.

This past week, Congressionally Directed Spending (CDS) requests totaling over \$14 million have been initially approved by the offices of Senators Kelly and Sinema, enabling new programming in the future semesters.

Finally, Reetika Dhawan, CEO of the Entrepreneurial College and Healthcare Programs, was named the CTE Post-Secondary Educator of the Year from Arizona Western College, by the Association for Career Technical Education of Arizona.

Next Meeting: The next scheduled meeting will be August 2024, with the next Regular meeting conducted both in-person and via Zoom and at the Yuma Campus.

Motion by Maria Chavoya seconded by Olivia Zepeda
Final Resolution: Motion Carries
Yea: Maria Chavoya, Olivia Zepeda, and Dennis Booth
Nay: None
Abstain: None

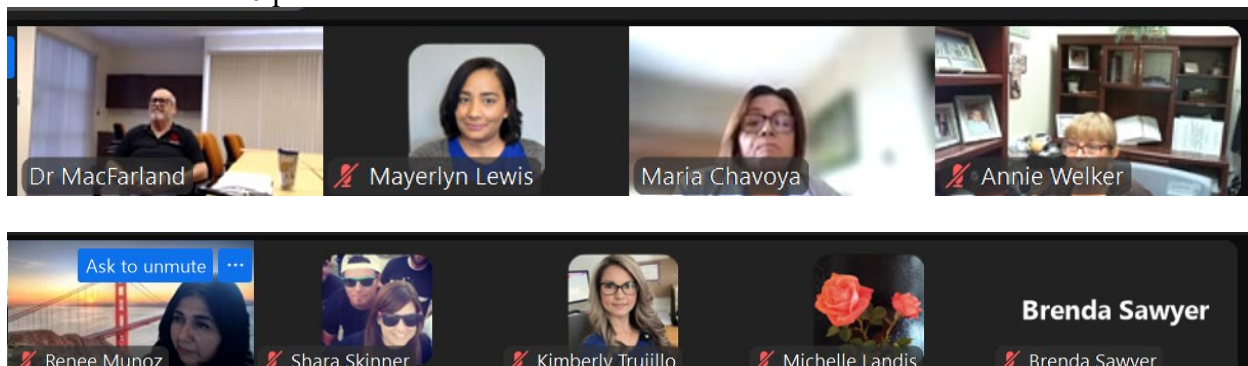
The Board **Approved** the next meeting date and final matters of the meeting. The meeting adjourned at 1:37 pm

Adjourn: The meeting matters were complete.

Respectfully submitted,


Ashley B Herrington, Recording Secretary

Attendance at 12:20 pm



The draft minutes will be approved at the next regular meeting of the Board.

