

MEETING MINUTES
Arizona Western College
District Governing Board Meeting
Regular Meeting 12 pm
Frances Morris Boardroom and Via Zoom
September 21, 2022

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

Others Present within Frances Morris Boardroom: (21)

Ashley Herrington, Chief of Staff	Shara Skinner, Student Activities Coordinator
Ross Poppenberger, Vice President of Finance and Administrative Services	Mandy Heil, Associate Dean of Communications and Marketing
Bryan Doak, Vice President for Student Services	Jaslynn Beltran, Student Government Association Member
Reetika Dhawan, Vice President of Career and Technical Education and Workforce Development	Katheline Ocampo, Associate Dean of La Paz County Services
Karen Johnson, Chief Human Resources Officer	Laura Sandigo, Executive Director Student Resource Services
Dr. Nikki Hage, Dean of Students	Rebecca Cordero-Torres, Director of Military & Veteran Services
Dr. Joann Chang, Associate Dean – Science, Math/EGR, WPE	Steve Eckert, Director of Facilities
Scott Estes, Chief Information Officer	Barbara Doel, Nursing Faculty
Lori Stofft, Vice President of Advancement	Stephanie Frances, Nursing Faculty
Israel De La Cruz, Student of the Month	Cinthia Alvarez, Director of Nursing
Stuart Gibson, Associate Dean of Business and Social and Behavioral Sciences	

Others Present by Zoom: (8)

Dr. Daniel Corr, President	Michelle Landis, Director of Financial Services and Controller
Susie Zambrano, Associate Dean of South Yuma County	Stephanie Martinez, Human Resources Assistant
Karen Stein, Administrative Assistant to the Vice President for Learning Services	Julia Howe, Director of Instructional Quality and Faculty Development
Patty Jimenez, Benefits Manager	Susanna De Loa, Human Resources Specialist
Sandra Rodriguez, Human Resources Generalist	Karyn VanWhy, Administrative Assistant to the Vice President of Workforce Development and Career & Technical Education
Renee Munoz, Administrative Assistant to the Vice President for Finance and Administrative Services	

Community Member Present by Zoom: (1)

David Borofsky, AACCT President

Call to Order: Board President Dennis Booth called the Regular Meeting to order at 12:03 pm.

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

Adoption of Agenda: The agenda for the September 21, 2022 meeting presented for approval.

Motion by Richard Lamb, seconded by Olivia Chavoya

Final Resolution: Motion Carries

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

Nay: None

Approval of Regular Meeting Minutes: August 17, 2022 Board Regular Meeting Minutes and August 24, 2022 Special Meeting Minutes presented for approval.

Motion by Richard Lamb, 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 summary of the recent AACCT Retreat hosted August 24 and 25 at Little America in Flagstaff with AC4 group. Successes included a conversation of the role of advocacy through Governing board members to support college initiatives. First discussions related to the legislative agenda with group. Ms. Chavoya asked Dr. David Borofsky to include his summary takeaways. Following a successful opening discussion session of past legislative successes in 2022 and the upcoming 2023 legislative events with a likely potential of brand-new legislators. Discussions about how to effectively utilize elected trustees to support advocacy on behalf of each college district and collectively as a community college agency.

Call to the Audience:

No one approached the call to the Audience.

Employee Reports:

Student Government Association; Presented by Jaslynn Beltran and Shara Skinner

Jazlynn Beltran welcomed the Board and attendees. She shared she is running for student government president in hopes to make an impact here at AWC within her last year. She has been accepted to the University of Arizona and will pursue an AMP, accelerated master's program, in Molecular and Cellular Biology.

Some of the past events that have occurred included:

The Timely Care student nook grand opening was on August 31st. The student health and wellness club opened their new area. The event was to promote the safe space that is intended for students to utilize when they need a place to rest or take a break from stressful day. For Constitution Day, which was September 15th, the Constitution was celebrated on all of our campuses. For the Yuma Campus, we had representatives from the County Recorder's office encouraging students to register to vote. They also did quizzes with students testing their knowledge on the constitution. Lots of students participated and left with a cupcake and a pocket constitution. There were also those who entered the raffle and won small prizes such as a blanket, socks, hat, fanny pack, and constitution cup. On September 8th for one of the Thursday meetings, SGA hosted a Bring a friend Day. All the returning SGA Members were challenged to bring in at least one new person to attend this meeting. There was an amazing turnout, and over forty students attended this meeting and enjoy pizza! The best part is continued attendance and larger SGA group.

Some of the Upcoming events are as follows:

Hispanic Heritage Week starting 09/26- As a Hispanic Serving Institution it is important that we celebrate our culture at all our campuses which include San Luis, Somerton, and Parker. On Monday there will be the Pinata making; Tuesday will be the Salsa Contest. We are really excited that the salsa contest is back after a three-year hiatus. We currently have approximately 15 salsa contestants and are hoping to receive more clubs to sign up. Wednesday is Chalk Murals and Thursday is the Hispanic Heritage Fair

Classified Employee Association; Presented by Lt. Anthony Brown

Lt. Brown had to support a student matter and was unable to attend the meeting. He plans to report at next month's meeting.

Professional Administrative Association; Presented by Stuart Gibson

Stuart Gibson welcomed the Board introduced himself as the PAA Governing Board Representative. He shared recent Workshops planned through Fall semester. PAA members are engaged in activities and leadership across

the District including culture work through Granger Network since Spring 2022 that will continue into Spring 2023. Focused time and energy by PAA for development of supervisor training, team building and health and wellness for 2022-2023. In the recent meeting, Kuddos were shared to PAA members, including, Athena Award Nominees (Reetika Dhawan, Karyn Van Why and Susana Zambrano), Business Office (Audit), Disbursement office (6+Million Disbursed to students!), Student Services for late Registration/Start-up, CTE leadership - Susie Zambrano, Elaine Groggett, and Kathy Ocampo.

Student of the Month; Reetika Dhawan

Reetika Dhawan welcomed Cinthia Alvarez. Ms. Alvarez welcomed Nursing Faculty Stephanie Frances and Barbara Doel. She recognized Israel De La Cruz as the September 2022 Student of the month.

The Nursing Department is proud to have many great students. They are excited to feature Student of the Month Israel De La Cruz. He is recognizing as a compassionate student which is a real reflection of AWC nursing students. Professor Doel shared part of his nomination and spoke to the reason Israel chose nursing. As a student who initially was focused in Engineering, he instead pivoted to Nursing to give more. Through his time in nursing, he has blossomed to be a great nurse in the community.

Israel shared his appreciation to be recognized for this award and shared his thanks to God for the ‘mind, attitude and heart of individuals as he has for me’.

Action Items

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

Motion by Olivia Zepeda, 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 Candidates for hire as presented

Candidates for Exempt Positions

- Anthony Medel, Director of Allied Health
- Chelsea Dewey, Financial Aid Coordinator / Women’s Assistant Basketball Coach
- Crystal Mendoza, Director of Small Business Development Center
- Debra Avila, Vocational Education Coordinator WIOA (Grant Funded)
- Fred Maldonado, Vocational Education Coordinator WIOA (Grant Funded)
- James Larson, Director of Manufacturing and Apprenticeship Program (Grant Funded)
- Mary Carmen Lopez, Business Counselor
- Robert Anderson, Professor of Mathematics Early College Experience (1-Semester Temporary)
- Ryan Bockoven, Professor of Biology (Microbiology)

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

Motion by Richard Lamb, 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 Contract to Educational Services Inc. (ESI) 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:

- Zoe Hawk – Professor of Biology
- Jerry Smith – Director of Athletics

The terms for these ESI Contracts are during the 2022-2023 Fiscal year.

The contract total amount is \$126,789.23 which includes the Salaries, Payroll Liabilities, ASRS Contributions costs and the ESI management fee.

Action Item #3 – Consideration to Approve New Curriculum– Presented by Reetika Dhawan

Motion by Richard Lamb 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 Program Trainings for Workforce Development as presented.

Summary –

New Curriculum proposed in:

- Occupational Certificate- Google Data Analytics Professional

Career and Technical Education and Workforce Development is requesting to add a new certificate program, Data Analytics Professional. This is a one course, industry recognized credential through Google upon successful completion of the course. Course and certificate may be considered stackable as it relates to other Google coursework already being provided through the college.

Discussion of this curriculum an example of the quick access for certificates for the community, similar to the trends noted in the recent publication “The Great Upheaval”.

Action Item #4 – Consideration to Approve the Education Foundation Board Representative– Presented by Ross Poppenberger

Motion by Richard Lamb 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 Action Item as presented.

Summary-

Mandy Heil has been served as the AWC representative to the Education Foundation since 2021 and is the recommended selection to serve on the Education Foundation Board representing Yuma/La Paz Counties Community College District for Fiscal Year 2023. The District would like to identify Mandy Heil as the Education Foundation Board Representative for Arizona Western College.

Action Item #5 – Consideration to Enter into a Contract for Construction Services with Core Construction– Presented by Ross Poppenberger

Motion by Olivia Zepeda seconded by seconded by Richard Lamb

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 Contract for Construction Services with Core Construction as Presented.

Summary - The District Governing Board approved the architectural and engineering design services for the DeAnza Residence Hall replacement on April 14, 2021. On November 16, 2021, the District Governing Board approved the Contract with CORE Construction for preconstruction services for the New Residence Hall project. We are now seeking approval to enter into a new construction contract with CORE Construction for the Guaranteed Maximum Price (GMP) #1 for construction services. In a couple of months there will be a total Guaranteed Maximum Price #2 where both the Guaranteed Maximum Price #1 and Guaranteed Maximum Price #2 combined will be the total building cost. The total Guaranteed Maximum Price #1 will be \$12,029,328.

Point made by Mr. Richard Lamb that this Company has no relation to Dr. Corr, and has no conflict of interest in similar names to the college.

Mr. Poppenberger also indicated the local contractor fair in August for there to be a commitment of local subcontractor relationships in the construction of the project.

Action Item #6 – Consideration to Approve Emergency Expense for Sewer Line Repair– Presented by Ross Poppenberger

Motion by Richard Lamb 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 Emergency Repair Expense as Presented.

Summary - The College experienced an emergency in the sewer at the Yuma Campus. Prompt action was needed for health and safety of the college and authorization was granted for this emergency purchase. The administration is seeking approval of the emergency authorization for the purchase of materials to repair a sewer line located at the Yuma Campus. The total cost for this purchase is \$52,500.00.

Ross Poppenberger and Steve Eckert noted the strong partnership in Yuma and La Paz to be responsive to these kinds of unexpected facility issues.

Action Item #7 – Consideration to Approve the Renewal with GovConnection, Inc.– Presented by Ross Poppenberger

Motion by Richard Lamb 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 Renewal with GovConnection, Inc. as Presented.

Summary - The College wishes to renew licenses and support agreements for the Fiscal year 2023 comprehensive Microsoft software. The purchase would be made through a state contract vendor, GovConnection, Inc. This purchase is not to exceed a total of \$190,371.25 and is a budgeted expense for Fiscal Year 2023.

Action Item #8 Consideration to Approve Technology Purchase– Presented by Ross Poppenberger

Motion by Maria Chavoya seconded by Richard Lamb

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 as Presented.

Summary - This purchase is requested specifically to replace desktop computers and monitors as part of our ongoing computer refresh cycle for academic classrooms and learning spaces. These units will be deployed to various campuses locations to improve the overall classroom experience through modern and up-to-date computing devices for our students to utilize. The total cost for these systems, along with 5-year warranty/support and shipping is \$392,232.10. The purchase meets competitive purchasing guidelines by Dell NASPO Computer Equipment PA - State of AZ - Contract Code C000000010731. Funding for this request is part of a planned and budgeted expense in FY 2023.

Computers \$305,463.00, Monitors \$59,397.00, Total (including tax) \$392,232.10

Mr. Lamb asked if these assets are tracked and managed. Confirmed there is strong asset management in place at the College to manage technology assets such as these in this request purchase.

Action Item #9 Consideration to Amend the Contract for Construction Services for the Student Experience Center Project– Presented by Ross Poppenberger

Motion by Richard Lamb 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 Amend the Contract for Construction Services for the Student Experience Center Project as Presented.

Summary - The District Governing Board previously approved to award a contract for construction services with McCarthy Building Companies, Inc. for the Student Experience Center and to amend the contract to pay the Guaranteed Maximum price #1. We are now seeking approval to amend the contract to pay the Guaranteed Maximum Price # 2 for the second scope of work. This second phase of work was confirmed in July 2022 and was part of the pre-approved items for the summer. This item was absent from the August 17, 2022 pre-Approved listing report. The total Guaranteed Maximum Price #2 will be \$9,695,254.00. Budgetary Consideration- The College will cover this expense with our series '22 Revenue Bonds currently being held.

Action Item #10 – Voucher Approval (August 2022) – Presented by Presented by Ross Poppenberger

Motion by Richard Lamb, 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 August 2022 as presented

Summary of Revenues and Expenditures for the Month Ended August 31, 2022 - Operational and Capital Funds

Summary

The result of fiscal operations for the month ended August 31, 2022, indicated that expenses exceeded revenue*. On August 31, 2022, the cash balance was \$18,056,865 compared to \$21,938,229 on the same date last year.

Operational - Fund "0"

The District received 15% of its anticipated revenues and expended 14% of its budgeted expenditures, compared to 17% and 16%, respectively, last year.

Compared to 5,210 credit hours billed to students last year, this year 6,922 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 \$463,774 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 0% of its budgeted expenditures, compared to 0% last year.

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

President's Reports

Student Services; Presented by Bryan Doak

Dr. Hage welcomed the Board. She shared his sentiment of the great team she works with across the District and is especially proud of the Student Services team. Today, in celebration of the support to students, she welcomed Ms. Laura Sandigo and Ms. Rebecca Cordero, the Military and Veteran Services team. Ms. Torres welcomed the Board and shared the integration of both Military and Veteran services across the District with access and course offerings at MCAS, YPG and across each formal campus sites. Through these newly earned designations, this enables the college to continue to reach into district areas, and surrounding areas, to pair educational program offerings to Military and Veteran affiliate people. Goals include the future of Military and Veteran Services to grow to be an Upward Bound School.

The slides below demonstrate the initiatives and commitment to meet student and program needs with impact and service to the community.

What Makes an Institution Military & Veteran Friendly

Academic Year 2020 -2021

- August 2020-Merged Veteran & Military Services
- Offered 1st closed course EMT at MCAS
- Continued Delivery of a Full Associate of Arts aboard MCAS

Academic Year 2021 -2022

- First Ever Military & Veteran S.E.E 4 VETS Scholarship
 - Presented at 1st annual Stole Ceremony
- Expansion to YPG
 - Designated office space and AGEC Course Delivery
 - Worked with Ft. Huachuca and CSM to deliver base wide needs survey in May 2022
 - Spring 2022 saw first class delivered at YPG since late 1990's (English 101)
 - Summer followed (English 102)
 - Fall 2022 has 3 Full courses running (50 students currently) request for expansion to include Spanish.

Designations

Veteran Supportive: April 2022 we received our re-designation as a Veteran Supportive Campus. As a result of a Campus Wide Survey, this recertification led to the granting of 4,900 toward food program to support Veterans/Active Duty.



Military Friendly: Early August 2022, after a summer of data pulling and research, we received our first Military Friendly® Designation



Military Supportive: July 2022 Editor's Choice Designation for Region-1st ever designation!

What Else is Happening?

- Continued growth at both bases to include closed specialty courses and AGEC offerings
- Director's goal for the future of Military & Veteran Services is to become a Veteran Upward Bound (VUB) school.

Closing Items:

Dr. Corr shared his appreciation to the Board and shared in the August meeting that our enrolment numbers were about -7% at that date. Through the support of Outreach, admissions, scheduling and additional courses, as of today, we are even with last year. Through continued outreach in the high schools this month, we anticipate meeting our enrollment goal of 5000 FTE for FY23.

Dr. Corr celebrated the Financial Aid Office distributing over \$6,000,000.00 of Financial aid to AWC Students. Through the great leadership of Alan Sanchez and Ana English, this is an amazing job through that area to make a difference to our students.

Dr. Corr shared his kudos to the Communications and Marketing team on the launch of the AWC re-Brand with the new logo and color palette.

Dr. Corr celebrated the expansion of the Nursing Program from 40 student seats to 60 to expand the Nursing program for students. Through Legislative support from FY2022 and through the leadership of the Nursing Faculty, our College is meeting the need and requests of our communities.

Men's and Women's Soccer teams are competing at the top and are sitting in the top of rankings following wins at home and on the road.

Dr. Corr shared his excitement of the October 2022 Governing Board to celebrate the partnerships in place.

Dr. Corr shared an award of an Adult Education Grant to offer services in La Paz.

Dr. Corr shared his thanks to Bryan Doak for leading the Board meeting in the event his travels continued to need flexibility.

Next Meeting: The next scheduled regular meeting will be Wednesday, October 19th at 12 pm conducted both in-person and via Zoom and at the Yuma Campus.

Motion by Olivia Zepeda, seconded by Richard Lamb

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 August 2022 as presented

Adjourn: The meeting matters were complete.

The Board **Approved** the next meeting date and final matters of the meeting. The meeting adjourned at 1:20 pm.

Respectfully submitted,



Ashley B Herrington, Recording Secretary

Attendance recorded at 12:10 pm.

The screenshot shows a Zoom meeting interface with a grid of participants. At the top, there is a status bar with a green checkmark, a 'Recording...' indicator, and a notification: 'A participant has enabled Closed Captioning'. Below this, a dropdown menu is open with the text 'Who can see this transcript? Recording on'. The main area contains a grid of video thumbnails. The top row includes: Dr. MacFarland (audio only), Ashley Herrington (audio only), Daniel Corr (audio only), a shared screen titled 'Conference Events', and David Borofsky (audio only). The second row includes: Karen Stein (audio only), stephanie.marti... (audio only), Susanna Zambr... (audio only), Olivia Zepeda (audio only), and Sandra Rodriguez (audio only). The third row includes: Julia Howe (audio only), Patricia Jimenez (audio only), Maria Chavoya (audio only), Michelle Landis (audio only), and Renee Munoz (audio only). The bottom row shows two participants: Susanna De Loa (audio only) and Karyn Van Why (audio only).