

**PINAL COUNTY COMMUNITY COLLEGE DISTRICT
BOARD OF GOVERNORS
Central Arizona College
Minutes of the Regular Meeting
Tuesday, February 28, 2017
San Tan Campus – 3736 E. Bella Vista Rd.
San Tan Valley, AZ**

Members Present: Dr. Debra Banks, Gladys Christensen, Rick Gibson, Dan Miller, Jack Yarrington

I. CALL TO ORDER

Board President Christensen called the meeting to order at 2:00 p.m.

II. PLEDGE OF ALLEGIANCE

Dr. Banks led the Board in the Pledge of Allegiance.

III. APPROVAL OF MINUTES

Upon motion of Mr. Gibson and seconded by Mr. Yarrington, the Minutes of the Regular Meeting and Election of Officers of January 17, 2017 were approved as written.

IV. CALL TO THE PUBLIC

No requests to speak were received.

V. AADGB REPRESENTATIVE REPORT

Mr. Miller reported that the next AADGB meeting is scheduled for March 9, 2017.

VI. PINAL COUNTY GOVERNMENTAL ALLIANCE REPORT

No report from Dr. Banks.

VII. REPORT FROM CENTRAL ARIZONA COLLEGE PRESIDENT

 Legislative Update

- House Bill 2119: If the Attorney General determines that any educational institution that receives state funding is in violation of state law or the state Constitution, the Attorney General is required to notify the institution by certified mail. If the institution fails to resolve the violation within 60 days, the Attorney General is required to notify the State Treasurer, and the State Treasurer is required to either withhold 10 percent of the annual state funding that institution would otherwise receive in the current fiscal year or direct the institution to return up to 10 percent of the state funding received in the current fiscal year. Monies withheld cannot be returned until the educational institution is in full compliance with state law or the state Constitution.

- House Bill 2251: Rural School Employees: Tuition Waiver: The Arizona Board of Regents is required to provide a tuition waiver to enroll in online courses to a person with an associate degree who wishes to enroll in courses to obtain a bachelor's degree in education or who is a certificated teacher or administrator who wishes to obtain a graduate degree or enroll in advanced education courses that are related to that person's current employment. Each community college district is required to provide a tuition waiver to a person who is a classified employee of a "rural school district" (defined) in Arizona who has not previously earned an associate or bachelor's degree and who wishes to obtain an associate degree. Other eligibility requirements for the tuition waivers are specified.
- House Bill 2270: Veterans/Transfer Credits: Public universities, community colleges and licensed private vocational programs are required to notify an applicant for admission who is a current or former member of the U.S. military that the applicant may be eligible to receive academic or vocational credit for the applicant's military training and education, and are required to work with the Department of Veterans' Services to assess and apply the applicant's education, training and experience received through military duty or service to academic or vocational credits in selected programs of study.
- House Bill 2283: Postsecondary Employment Statistics: Public universities and community colleges are required to provide specified related employment statistics to students who are enrolled in any program of instruction and to the students' parents, and a warning that participation in that program of instruction "may not result in the student's employability."
- House Bill 2344: State Board: Community Colleges: Establishes a 15-member State Board of Directors for Community Colleges to set standards for community colleges, establish qualifications of community college instructional staff, fix tuitions and fees that the community college districts will charge, prescribe admissions qualifications, and prescribe guidelines for transferability between community college district vocational and technical education programs. There is a second bill that was introduced to create a "study group" on the impact of H2344.
- House Bill 2352: National Guard: Reduced Tuition Rate: A member of the Arizona National Guard is eligible to attend any public institution of higher education in Arizona at the same tuition rate as an employee of that institution if the member has exhausted the member's benefits through specified federal veteran's benefits programs.
- House Bill 2501: Community Colleges: Workforce Development: Provisional community college districts that were approved by the voters before 2005 are no longer exempt from the requirement for each community college district to annually receive \$200,000 from the Workforce Development Fund.
- House Bill 2123: Vocational & Technical Education: Evaluation: School district boards are required to provide for the evaluation of vocational and technical education programs annually, instead of once every five years.
- Senate Bill 1389 Voting Centers: In consultation with the Arizona Board of Regents and community college district boards, the board of supervisors of each county is required to designate certain on-campus locations as voting centers for each university and community college campus during the early voting period and on election day. The campus voting centers must allow any voter in the county to receive and lawfully cast the appropriate ballot.
- House Bill 2089: Student Fees, Political Purposes: A school district, charter school, community college or public university is prohibited from using any student activity fees it charges for any political speech, political activity or other political purpose.



District Update

- Several Community Forums have been scheduled for April that will enable me to hear from community members and citizens of Pinal County. Our marketing Department has prepared and sent out a press release regarding these Forums.
- We have finalized looking at the feedback from the “Charting CAC’s Future” Forums. Over the next few months, we will be holding additional forums at each campus to gather feedback on priorities for which long- and short term strategies and “headlines” we should pursue to increase student persistence and completion.
- I am happy to announce that two newly created certificate programs began in mid-February with record enrollments. These are the programs the Board approved in January to help us respond to Lucid Motor’s projected employment needs.
- A few weeks ago, I signed a charter with Maricopa and Pima to develop shared curriculum as part of the Arizona Advanced Technologies Corridor. This was a historic moment for CAC as well as Maricopa and Pima as this is the first time that the three districts have entered into such an agreement.



Correspondence

- An email from Rachel Hernandez of Imagine Prep in Coolidge praising the recruiting team during a recent tour.
- An email from a student expressing sincere gratitude to Karissa Patefield, Joel Beck, and Officer Glen Durkin from the SMC Campus for their care and concern during a difficult time. They went beyond their responsibilities to help this student.
- Congratulations to Sandra Brightwell for acceptance to the Doctoral program in Educational Leadership at Northern Arizona College.



Association Reports

- NONE

VIII. BUSINESS AND ADMINISTRATION

A. MONTHLY FINANCE

Mr. Chris Wodka, Vice President of Business Affairs reported on the monthly budget report for the month of January 2017, which shows the District’s general fund expenditures and committed funds are at 78.69% of total budget. This is a 2.62% increase from January 2016 which was 76.07%. At the end of the seventh month of the fiscal year, the College is where we should be in terms of revenue and expenses.

B. REVIEW OF COLLEGE BIDS

The listing below is provided to the Governing Board as information on the bids awarded by the College above a cost of \$20,000:

IG Agreement	Dual Enrollment Courses CAVIT, Coolidge, AZ	District	Budget Amount	\$200,000.00 33,936.00
RFQ #1617-035	Installation of Greenhouse Foothills West Inc., Casa Grande, AZ	FC	Budget Amount	\$40,000.00 22,500.00

RFQ #1617-037

Cisco Smartnet Equipment Contract
Avvid Consulting LLC, Tucson, AZ

District

Budget
Amount

\$144,754.29
36,747.45

C. AUDIT REPORT

Mr. Wodka, highlighted the Certificate of Achievement for Excellence in Financial Reporting presented to Central Arizona College for its Comprehensive Annual Financial Report for the Fiscal Year ended June 30, 2015 by the Government Finance Officers Association.

Mr. Wodka read the opinion from the Auditor General as follows:

In our opinion, based on our audit and the report of the other auditors, the financial statements referred to above present fairly, in all material respects, the respective financial position of the business-type activities and discretely presented component unit of Pinal County Community College District as of June 30, 2016, and the respective changes in financial position and, where applicable, cash flows thereof for the year ended in accordance with U.S. generally accepted accounting principles.

Mr. Wodka stated that this is a clean opinion with no financial statement findings and recognized Ms. Luisa Ott, Executive Director, Accounting Services/Comptroller.

IX. STUDENT SERVICES

Jenni Cardenas, Interim Vice-President of Student Services reported that the following report was prepared by Student Services and Academic Affairs and introduced Sean Coronel, Director of Student Affairs at the San Tan Campus. Mr. Coronel showed a power point presentation on the recent CAC Palooza held at the San Tan Campus with participation from several community organizations as well as Grand Canyon University, University of Arizona, and Arizona State University. It was well attended and a big success. Mr. Coronel thanked all participating Community partners, University partners, Faculty, Staff, and Students who came together to support our future students and showcase the San Tan Campus. Mr. Coronel asked those who participated and helped in this event to stand and be recognized.

Danielle Lee, Instructional Specialist for the Pharmacy Technician Program presented to the Board information on the Pharmacy Technician Program.

Mr. Miller asked that item XII. *Action with Possible Discussion on Designated Reserve for Future Facilities* be removed from the Consent Agenda for discussion.

Upon motion of Mr. Miller and seconded by Dr. Banks, the Consent Agenda items with the exception of Agenda Item XII were approved as presented.

CONSIDERATION OF CONSENT AGENDA (Approved Consent Agenda items are shaded in this manner.)

X. ACTION WITH POSSIBLE DISCUSSION ON PERSONNEL REPORT

For Hire:

Atanasio, James; Facilities Assistant III, Superstition Mountain Campus
Effective: February 6, 2017

Buenafe, Mark; Professor of Economics, Signal Peak Campus
Effective: August 8, 2017

Hughes, Dale; Facilities Technician I, San Tan Campus
Effective: January 30, 2017

Meraz, Ana; Facilities Assistant I, Signal Peak Campus
Effective: January 23, 2017

Robinette, Stephan; Professor of Refrigeration Technologies,
Florence Center DOC, Effective: January 23, 2017

Woodard, David; Campus Police Officer, Signal Peak Campus
Effective: February 6, 2017

For Resignation:

Estrada, Joshua; Multimedia Specialist, Signal Peak Campus
Effective: January 27, 2017

Holland, Mary; Professor of Biological Studies, Superstition Mountain Campus
Effective: May 12, 2017

White, Emily; Grants Accountant, Signal Peak Campus
Effective: February 2, 2017

XI. ACTION WITH POSSIBLE DISCUSSION ON CURRICULUM COMMITTEE PROPOSALS

Recommendation: Approval of February 2017 Curriculum proposals.

This item was approved under the Consent Agenda.

XII. ACTION WITH POSSIBLE DISCUSSION ON DESIGNATED RESERVE FOR FUTURE FACILITIES

Recommendation: That the Governing Board designate \$3,000,000 of unrestricted net assets (cash reserve) as a restricted reserve for future facilities for Fiscal Year 2017.

Removed from Consent Agenda for discussion.

XIII. ACTION WITH POSSIBLE DISCUSSION ON 2015-2015 BUDGET REVISIONS

Recommendation: That the Governing Board approve the following changes in the adopted budgets for 2015-2015 per attached list for:

1. Operating Fund
2. External Funded Grants (Restricted)
3. Auxiliary Funds
4. Capital Outlay (Unexpected Plant Funds)

The following action is necessary to prevent the College from penalizing itself on the required Annual Expenditure Limitations Report for 2015-2016.

This item was approved under the Consent Agenda.

XII. ACTION WITH POSSIBLE DISCUSSION ON DESIGNATED RESERVE FOR FUTURE FACILITIES

Discussion: Mr. Miller stated that it is a \$3,000,000 reserve and asked if there are any items designated toward the reserve. Dr. Elliott stated that this reserve is a fairly routine action of the Board in the past. If we put \$3,000,000 in a capital facilities reserve, as facility needs come up in the next few years we will not have to increase taxes or bonds.

Mr. Wodka added that we have not had Board action on designated reserves for facilities in a few years and we are now trying to build that reserve for future facilities needs unknown at this time and restricted to use only for new facilities.

Upon motion of Dr. Banks and seconded by Mr. Miller, Agenda Item XII. *ACTION WITH POSSIBLE DISCUSSION ON DESIGNATED RESERVE FOR FUTURE FACILITIES* was approved unanimously.

XIV. DISCUSSION WITH POSSIBLE ACTION ON TUITION AND FEE SCHEDULE

Mr. Wodka presented to the Governing Board a proposed draft of the student tuition and fees schedule for fiscal year 2017-2018 proposing a \$2.00 tuition increase. The tuition increase includes a Student Activities Fee of \$1 per credit hour, assessed to all students, based on a proposal from Student Government.

Discussion ensued and the Governing Board asked for further information regarding the proposal from Student Government. Mr. Wodka invited Ms. Kaira Cortez, Student Government Member to the podium. Ms. Cortez stated that the fee would go toward areas such as bringing speakers to the campuses of various areas of interest such as engineering, etc. or offering events to engage students in campus activities throughout the District.

Mr. Gibson thanked Ms. Cortez for addressing the Board. Mr. Gibson shared the importance of proper oversight in the expenditures of these kinds of funds because they are very important to the student population and we want to make sure that as many students as possible have a voice in the decision of how those funds will be used stated Mr. Gibson.

The Board typically approves the tuition and fee schedule at the March Governing Board meeting. However, upon lengthy review of the proposed schedule the Board decided to take action on the proposal. Mr. Yarrington motioned to approve the tuition and fee schedule as presented. Mr. Gibson seconded the motion. Motion passed with 4 "Aye" votes and 1 abstained.

XV. NEXT BOARD MEETING

The next regular Board meeting is scheduled for March 21, 2017 at the Signal Peak Campus.

Meeting adjourned at 2:55 p.m.

APPROVED:

Gladys Christensen, Board President

ATTEST:

Rick Gibson, Secretary/Vice President