

PINAL COUNTY COMMUNITY COLLEGE DISTRICT
BOARD OF GOVERNORS
Central Arizona College
Minutes of the Regular Meeting
Tuesday, November 21, 2017
Superstition Mountain Campus – F115
805 S. Idaho Rd.
Apache Junction, 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 2:05 p.m.

II. PLEDGE OF ALLEGIANCE

Mr. Yarrington led the Board in the Pledge of Allegiance.

III. APPROVAL OF MINUTES

Upon motion of Mr. Yarrington and seconded by Dr. Banks, the Minutes of the October 17, 2017 Governing Board meeting were approved as written.

IV. CALL TO THE PUBLIC


Berenice Pelayo, CAC student, spoke on her positive experience in the Honors Program.

V. AADGB REPRESENTATIVE REPORT

Mr. Miller stated that the next meeting will be on November 29-30 combined with the Governance Institute of Student Success at Rio Salado.

VI. REPORT FROM CENTRAL ARIZONA COLLEGE PRESIDENT

Dr. Jackie Elliott reported the following:

-  District Update
 - Campus presentations are currently being held throughout the District regarding strategies and initiatives that will be implemented this coming year learned from the CQIN Institute based on talent development and the Trust Edge.
 - Sundt Construction recently donated over \$20,000 in new tools for the Industrial Construction program.
 - The Strategic Planning Committee met in November and conducted a SWOT analysis of institutional strengths and weaknesses as well as examined external threats and

opportunities. Additionally, the committee is reviewing the mission, vision, and values of the College using survey feedback.

- Welding Thunder was held at SPC earlier this month with more than 100 colleges and high school welding students participating.
- Dr. Elliott has been holding celebration luncheons with departments that have completed 10 process improvements. All departments have completed at least 10 process improvements.

 Correspondence

- In the Board packet is a copy of the Multi-Location Visit Report from the Higher Learning Commission following the visit to Central Arizona College. As detailed in the report, the pattern of operations at the locations appears to be adequate and no further review or monitoring is necessary.
- A letter of appreciation from the Pinal County Town Hall for Dr. Jani Attebery and Dr. Jackie Elliott’s participation and presentation at the 35th Annual Pinal County Town Hall meeting.
- CAC Business student, Mark Creech was selected ACTE Post-Secondary Region 5 Outstanding Business Education student. Mark is a two-time winner of this award. This award recognizes students who are exceptional business students and have excellent leadership skills.
- CAC recognizes National Hunger and Homelessness Awareness Week – November 11-19th.
- Dr. Carol Johnson presented at the National Collegiate Honors Council Conference in Atlanta on November 11th. She was a part of a panel analyzing *“Realities of Taking Over an Honors Program as a Faculty Member: What it Means to your Teaching (and the rest of your life).”*

VII. BUSINESS AFFAIRS

A. Monthly Finance

Mr. Chris Wodka, Vice President of Business Affairs reported the monthly budget report for the month of October 2017, which shows the District’s general fund expenditures and committed funds are at 73.15% of the total budget. This is a 2.83% increase from October 2016 which was at 73.15%. Four months into the fiscal year the College is where we should be.

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:

RFP #: 1718-001	Dell OptiPlex PC’s and Mounts CCB Technology, Inc. Racine, WI	District	Budget Amount	\$330,858.45 \$28,248.00
Single Source	External Evaluation Services for TAACCCT MN Associates, Fairfax, VA	District	Budget Amount	\$428,733.70 \$139,035.48
RFP #: 1516-003	Curriculum Design Maricopa Community College, Phoenix, AZ	SPC	Budget	\$289,698.22 \$60,000.00

RFP #: 1516-001	Campus Mgmt SAAS Campus Mgmt Corp., Boca Raton, FL	District	Budget Amount	\$33,700.00 \$33,700.00
RFQ #: 1516-008	Licensing Fees for ETO for Government Social Solutions Global, Inc., Baltimore, MD	District	Budget Amount	\$26,552.76 \$21,601.45
Mohave Contract#: 151-TROX-1002	Recording Equipment for Board Meetings Troxell Communications, Inc., Phoenix, AZ	District	Budget Amount	\$40,200.00 \$25,152.22
Single Source	Labor to Repair Burn Rooms Thiago Construction, LLC., Albuquerque, NM	SPC	Budget Amount	\$30,000.00 \$29,850.00

B. ERP Update

Mr. Wodka reported the following update on the progress of the ERP.

- Spin #5 and #6 completed with 100% validation testing and coverage
- Legacy system/Student Banner went offline and became static on 10/26, at 7:00pm
- Began CampusNexus Student go-live on November 6th at 7:00am
 - Over 600 students have logged into the new Student Portal
 - Over 125 Faculty have logged into the new Faculty Portal
- CM's firewall/IP/VPN issue resolved
- Signed 3rd party agreement with DocuSign for electronic signatures
- Began Finance Configuration
- CampusManagement held an HR/Payroll demonstration for CAC staff
- Initiated data migration options for historical, detailed Banner data
- Tested and implemented GL, Stipends/Refunds from Nexus to Banner
- Deployed automation of Active Directory/STUDENT Email Creation
- Deployed Dublabs/Mobile App Integration
- In final testing stages for online Student Application
 - Includes Community Education application
 - Includes component for Housing forms
- In final testing stages for student Payment Plans
- In final testing stages for Billing and tuition charges
- Isolating, updating, and correcting Billing issues since go-live
- Isolating, updating, and managing Nexus permissions and views at functional/departmental levels
- CM held onsite trainings the weeks of 10/23 and 10/30
 - 7 sessions of Introduction to Student Nexus
 - Admissions Forms UAT
 - Admissions Walkthrough
 - Admissions Training
 - Admissions Portal Training
 - Advising Training
 - Academics Forms UAT
 - Academics Walkthrough
 - Academics Training

- Financial Aid Forms UAT
- Financial Aid Walkthrough
- Financial Aid Training
- Financial Aid Portal Training
- Student Accounts Walkthrough
- Student Accounts Training
- Student Accounts Portal Training
- Student Lifecycle Walkthrough
- Faculty Portal Training

VIII. ACADEMIC AFFAIRS

A. Welding Thunder

Mr. Ken Smith, Professor of Welding spoke on the recent event held on November 3rd and 4th at the Signal Peak Campus, the 2017 Welders Without Borders Welding Thunder. Welding students across the state competed in welding, bar-b-que cooking and for the first time this year, student teams fabricated a go-kart with time trials held the last day of competition. Eight different schools competed and over 150 students were involved. The event was a big success and well attended.

IX. STUDENT SERVICES

A. Student Activity Fee Update

Ms. Sherri Licon, Director of Student Success Initiatives gave a presentation on the Student Activity Fee increase that was approved in July of 2017 (power point included in Board packet). The following plan includes:

- 50% increase in number and frequency of district-wide student activities in year 1 (2017-2018)
- 100% increase by year 2 (2018-2019)

Ms. Licon reported that seminal research in higher education reveals “engaged” students are more likely to complete their academic goals and are more satisfied with their college experience (Astin, 1985; Kuh, 2008; Tinto, 1987)

Ms. Licon also gave a budget overview, spoke on the process and the activities and events happening this semester as well as upcoming events.

X. HUMAN RESOURCES

Jenni Cardenas, presented to the Governing Board a new policy for first reading. The policy states:

Central Arizona College encourages the appropriate use of social media by CAC entities as a method for communicating with stakeholders and the public about the College’s mission, programs, events, athletic teams, and for emergency communications. All social media platforms should properly portray, promote and protect the institution.

The College’s social media policy applies to social media account created for the express purpose of officially representing CAC and does not apply to personal social media accounts.

The policy will be placed on the agenda at the January Governing Board meeting for 2nd reading and adoption.

Upon motion of Mr. Gibson and seconded by Mr. Yarrington, the Consent Agenda items were approved unanimously.

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

XI. ACTION WITH POSSIBLE DISCUSSION ON PERSONNEL REPORT

For Hire:

David, Kimberly, Coordinator II – Student Engagement & Activities, Signal Peak Campus

Effective: October 30, 2017

Ledingham, James, Technology Support Representative I, Signal Peak Campus

Effective: October 30, 2017

Whatley, Amanda, Assistant Director Adult Basic Education, Superstition Mountain Campus

Effective: October 30, 2017

Position Change Due to Reorganization:

Schnoor, Chuck, Athletic Director, Signal Peak Campus

Effective: October 9, 2017

Resignation:

Geldmacher, Karen, Professor of Agriculture, Signal Peak Campus

Effective: January 15, 2018

Rozzi, Thomas, Police Officer II, Signal Peak Campus

Effective: October 30, 2017

Termination – Probationary Status

Castro, Michael, Case Management Specialist, Aravaipa Campus

Effective: October 18, 2017

Retirement:

Bushelle, Barbara, Professor of CIS-Networking, Superstition Mountain Campus

Effective: May 11, 2018

Savage, Barbara, Office Assistant II, Signal Peak Campus

Effective: January 25, 2018

This item was approved under the Consent Agenda.

XII. ACTION WITH POSSIBLE DISCUSSION ON CURRICULUM COMMITTEE PROPOSALS

Proposed: That the Board of Governors approve the Curriculum Committee Proposals as presented.

This item was approved under the Consent Agenda.

XIII. NEXT BOARD MEETING

The next regular Board meeting is scheduled for January 16, 2018 at the Signal Peak Campus.

Meeting adjourned at 2:36 p.m.

APPROVED:

Gladys Christensen, Board President

ATTEST:

Rick Gibson, Secretary/Vice President