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

1. Call to Order

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

2. Pledge of Allegiance

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

3. Call to the Public

Jose Gomez, Student Government President at the Aravaipa Campus introduced himself and fellow officers.

4. Approval of Minutes

Dr. Banks questioned Item 5. from the Strategic Plan on the March meeting minutes. Dr. Elliott provided clarification on the Community goal regarding maintaining community education enrollments at 1400 and increasing the number of community education courses. The goals on the Strategic Plan were selected to align with Achieve 60 Pinal County of increasing degree and certificate completion and with CAC Governing Board ENDs Goals. Objectives were identified from reviewing current Board Ends performance (results) for each Ends Monitoring Report measure. Objectives that were below or lagging desired Board Ends targets were selected as Strategic Plan objectives. Each objective selected is measured by results from the nationally normed surveys including the Great Colleges to Work For and the Community College Survey of Student Engagement and/or standardized reports such as IPEDS and the AZ Strategic Vision Report.

Upon motion of Mrs. Christensen, and seconded by Mr. Miller, the minutes of the March 20, 2018 were unanimously approved as written.

5. Consideration of Consent Agenda


Hire:
Falenski, Heinz, Learning Support Specialist, Signal Peak Campus
Effective: May 7, 2018

Krieher, Herman, Warehouse Operations Technician, Signal Peak Campus
Effective: April 2, 2018

Ochoa Moreno, Rosario, Student Services Assistant, Signal Peak Campus
Effective: April 2, 2018

Ruiz, Leonard, Accounting Clerk II, Signal Peak Campus
Effective: April 2, 2018

Ryan, Amanda, Student Services Generalist-TRIO, Signal Peak Campus
Effective: May 7, 2018

Shanafelt, Steven, Interim Lieutenant, District
Effective: April 2, 2018

Promotion:
Ledingham, James, Technology Support Generalist, Signal Peak Campus
Effective: March 26, 2018

Winner, Stephanie, Student Services Generalist, Superstition Mountain Campus
Effective: April 2, 2018

Resignation:
Gomez, Henry, Facilities Assistant II, Signal Peak Campus
Effective: March 29, 2018

Torres, Rita, Facilities Assistant I, Signal Peak Campus
Effective: March 30, 2018

Retirement:
Pratt, Janice, Academic Dean, District
Effective: June 30, 2018

7. * Governing Board May 15, 2018

Proposal to change the time of the May 15, 2018 meeting from 6:30 p.m. to 2:00 p.m.

8. * Curriculum Committee Approved Proposals

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Effective Term/Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHT105LL</td>
<td>Pharmacy Techniques Lab</td>
<td>Summer Session I 2018</td>
</tr>
<tr>
<td>RAD130A</td>
<td>RAD 130A Patient Care in Radiologic Science</td>
<td>No changes, only splitting to two courses to accommodate ERP transition</td>
</tr>
<tr>
<td>RAD130B</td>
<td>RAD 130B Patient Care in Radiologic Science</td>
<td>No changes, only splitting to two courses to accommodate ERP transition</td>
</tr>
<tr>
<td>RAD140A</td>
<td>RAD 140A Practicum I</td>
<td>Summer Session I 2018</td>
</tr>
<tr>
<td>RAD140B</td>
<td>RAD 140B Practicum I</td>
<td>No changes, only splitting to two courses to accommodate ERP transition</td>
</tr>
<tr>
<td>Course Code</td>
<td>Course Title</td>
<td>Notes</td>
</tr>
<tr>
<td>-------------</td>
<td>--------------------------------------------------</td>
<td>----------------------------------------------------------------------</td>
</tr>
<tr>
<td>RAD160A</td>
<td>RAD 160A Radiographic Positioning II Lecture</td>
<td>Summer Session I 2018 No changes, only splitting to two courses to accommodate ERP transition</td>
</tr>
<tr>
<td>RAD160B</td>
<td>RAD 160B Radiographic Positioning II Lecture</td>
<td>Summer Session I 2018 No changes, only splitting to two courses to accommodate ERP transition</td>
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<tr>
<td>RAD160LBA</td>
<td>RAD 160LBA Radiographic Positioning II Lab</td>
<td>Summer Session I 2018 No changes, only splitting to two courses to accommodate ERP transition</td>
</tr>
<tr>
<td>RAD160LBB</td>
<td>RAD 160LBB Radiographic Positioning II Lab</td>
<td>Summer Session I 2018 No changes, only splitting to two courses to accommodate ERP transition</td>
</tr>
<tr>
<td>RAD210A</td>
<td>RAD 210A Radiation Physics II</td>
<td>Summer Session I 2018 No changes, only splitting to two courses to accommodate ERP transition</td>
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<tr>
<td>RAD210B</td>
<td>RAD 210B Radiation Physics II</td>
<td>Summer Session I 2018 No changes, only splitting to two courses to accommodate ERP transition</td>
</tr>
<tr>
<td>RAD230A</td>
<td>RAD 230A Radiobiology and Radiation Protection</td>
<td>Summer Session I 2018 No changes, only splitting to two courses to accommodate ERP transition</td>
</tr>
<tr>
<td>RAD230B</td>
<td>RAD 230B Radiobiology and Radiation Protection</td>
<td>Summer Session I 2018 No changes, only splitting to two courses to accommodate ERP transition</td>
</tr>
<tr>
<td>RAD240A</td>
<td>RAD 240A Practicum IV</td>
<td>Summer Session I 2018 No changes, only splitting to two courses to accommodate ERP transition</td>
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<tr>
<td>RAD240B</td>
<td>RAD 240B Practicum IV</td>
<td>Summer Session I 2018 No changes, only splitting to two courses to accommodate ERP transition</td>
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</table>

TOTAL Modified Courses = 15

Modified Degrees and Certificates
<table>
<thead>
<tr>
<th>Certificate</th>
<th>AAS Degree</th>
<th>Fall 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Industrial Maintenance Certificate</td>
<td>Medical Laboratory Technician AAS</td>
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</tr>
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</table>

TOTAL Modified Degrees and Certificates = 2

Deleted Courses
<table>
<thead>
<tr>
<th>Deleted Courses = 0</th>
</tr>
</thead>
</table>

TOTAL Deleted Degrees and Certificates = 0

TOTAL CURRICULUM CHANGES APPROVED BY CURRICULUM COMMITTEE = 17

Dr. Banks motioned to vote on each Consent Agenda item individually. Motion did not carry due to a lack of a second.

Dr. Banks motioned to remove the Curriculum Proposals from the Consent Agenda. Motion did not carry due to a lack of a second.

Mrs. Christensen motioned to approve Consent Agenda Items #6-8. Mr. Yarrington seconded. Motion carried with 4 “Aye” votes, Dr. Banks abstained.
9. Approval to Publish the 2018-2019 Budget

Chris Wodka presented a multiple-page state budget for review. Key elements of the budget included a proposed decrease in expenditures by 37% in the General and Plant Fund. While there is a moderate increase in personnel compensation (.4%), this includes a cost of living increase for all employees. The increase represents approximately $750,000 which was absorbed by evaluating and reducing the number of positions replaced. The increase/decrease of $169,000 is attributed to increased healthcare and benefit costs. The budget also includes a property tax rate decrease by 7.1%.

Proposal: That the Board of Governor’s approve the preliminary draft of the 2018-2019 budget for publication. After approval of the budget for publication, it can be decrease but not increased.

Upon motion of Mr. Yarrington, and seconded by Mrs. Christensen, the 2018-2019 budget was approved for publication as presented. Motion carried unanimously.

10. Report from College President

A. Legislative Update
   - The Governor has signed the Dual Enrollment/Homeschooled bill which permits homeschooled students to fully participate in dual enrollment through community college districts.
   - The Public Meeting bill that expands the definition of a public meeting to include one-way communication by one member of a public body sent to a quorum of members resulting in an electronic exchange of communication as a violation of open meeting laws has passed both the House and the Senate.
   - The Governor has signed changes to statutes relating to data security breaches such as requiring notification of individuals affected within 45 days and notification of the three largest nationwide consumer reporting agencies if more than 1,000 individuals are impacted. Failure to make these notifications can result in a fine of up to $10,000 per individual impacted.
   - The Governor has signed an eight-year extension (July 1, 2026) of the Western Interstate Commission for Higher Education.

B. District Update
   - Sue Tatterson, CAC Chair of Creative Arts and Professor of Digital Media, is the author of two photography books that will be published by Fonthill Media. The books are titled Abandoned Maryland, Ruin and Restoration and Abandoned Arizona, Ghost Town and Curiosities.
   - The College has been awarded a $224,000 grant from the National Science Foundation – Advanced Technological Education to develop curriculum for an advanced welding technician program and to test it in the classroom. The start date for the three-year grant is July 1.
   - Last week, over 90 8th grade girls from the area attended the Vidas Brilliantes event. Vidas Brilliantes is a collaborative project that provides a high impact, interactive experience with college for Hispanic 8th grade girls from the Casa Grande area.
   - The new Medical Lab Technology Program (MLT) already has 24 students applied, admitted and ready to start the first cohort in the fall of 2019. This is more than was initially anticipated.
   - The College recently received the 2018 Health Innovations Award from Empowerment Systems, Inc. for the newly accredited Community Health Worker Certificate Program.
C. Correspondence
   ○ A correspondence from Tramaine Rausaw announcing the Faculty of the Year from each
     Campus including:
     Aravaipa - Samuli Rauhalammi – Professor of Biological Sciences
     Maricopa – James Cadena – Professor of Business
     San Tan - Derrick Span – Professor of Sociology
     SMC- Sunjung Park – Professor of Biology/Chemistry
     SPC – Liz Baroi – Professor of Psychology
     Virtual Campus – Margaret Tate – Instructor of Nutrition/Dietetics

11. Business Affairs Reports

A. Monthly Budget Report
   Mr. Wodka reviewed the preliminary monthly budget report for the month of March 2018. It is in
   preliminary status. The tuition revenue and scholarships awarded information from Nexus is not
   included.

   March 2018, which shows the District’s general fund expenditures and committed funds are at
   84.96% of total budget. This is an increase of 3.34% from March 2017 which was at 81.62%. At
   the end of the ninth month of the fiscal year, the College is where we should be in terms of
   revenue and expenses.

B. Awarded Bids

<table>
<thead>
<tr>
<th>Purchasing Source</th>
<th>Product Description / Vendor</th>
<th>Campus</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>RFQ #: 1718-025</td>
<td>Analyzer Trainers</td>
<td>SMC</td>
<td>Budget $35,598.00 Amount $25,797.00</td>
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<tr>
<td></td>
<td>Moore Medical Corp., Farmington, CT</td>
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<tr>
<td>Sole Source</td>
<td>Saas Migration Fees</td>
<td>District</td>
<td>Budget $212,309.93 Amount $36,312.06</td>
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<tr>
<td></td>
<td>Black Board Inc., Washington DC</td>
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</tr>
<tr>
<td>Single Source</td>
<td>Community Events Performance Series</td>
<td>District</td>
<td>Budget $29,034.32 Amount $25,000.00</td>
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<tr>
<td></td>
<td>Mike Petite Presentation, Inc., Anaheim, CA</td>
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<td></td>
</tr>
<tr>
<td>1GPA Contract #:</td>
<td>Data Closet Network Upgrades</td>
<td>SPC</td>
<td>Budget $173,000.00 Amount $172,169.61</td>
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<tr>
<td>16-11PV-05</td>
<td>Dimension Data, Charlotte NC</td>
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<tr>
<td>E &amp; I Contract #:</td>
<td>Seating for Study and TV Rooms in Bldg A</td>
<td>SPC</td>
<td>Budget $127,986.26 Amount $110,926.36</td>
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<tr>
<td>CNR-01451</td>
<td>Sauder Education, Archbold, OH</td>
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<tr>
<td>Inter-Governmental</td>
<td>Fire Science for San Tan Campus</td>
<td>STC</td>
<td>Budget $25,104.90 Amount $23,308.43</td>
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<tr>
<td>Agreement</td>
<td>Rural Metro Fire Dept, Pasadena, CA</td>
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<tr>
<td>NJPA Contract #:</td>
<td>10 Impression Command Centers</td>
<td>SPC</td>
<td>Budget $797,711.87 Amount $32,610.84</td>
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<tr>
<td>031715-SCC</td>
<td>Staples Business Advantage, Phoenix, AZ</td>
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<tr>
<td>RFP #: 1718-001</td>
<td>Computer and Computer Equipment</td>
<td>CGC</td>
<td>Budget $111,333.00 Amount $26,293.01</td>
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<tr>
<td></td>
<td>CCB Technology, Racine, WI</td>
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<td></td>
</tr>
<tr>
<td>Mohave Contract #:</td>
<td>Projector Classroom Upgrades</td>
<td>CGC</td>
<td>Budget $111,333.00 Amount $24,488.66</td>
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<tr>
<td>151-TROX-1002</td>
<td>Troxell Communications, Inc., Phoenix, AZ</td>
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<td></td>
</tr>
</tbody>
</table>

C. ERP Update
   Mr. Wodka reported the following updates on the ERP:
   • The Financial Aid department completed User Acceptance Testing prior to Spring Break, and
     Financial Aid Automation (FAA) went live at 7:00am on March 28th.
• This process automates file creation and transference between CAC and the Department of Education.
• SFAAA (Financial Aid Automatic Awarding) business requirements were held the week of 04/09.
  ▪ Configuration and Training are scheduled for the week of 04/23.
  ▪ SFAAA is scheduled to go live the first part of May.
• Luis Sanchez and his team are on track to go live in May with CRM, piloting with our recruits and college prospects.
  o The CRM database is a mass communication routing, tracking, and event management system.
• Cameron Sanders and the ERP team have working with CampusManagement on the HR, Payroll, and Finance integration files from Banner to CNF.
• HR, Payroll, and Finance is tracking to go live in July 2018.
• Over twenty CAC employees from cross-functional areas will be attending Campus Insight the week of 04/16
  o This is an annual CampusManagement conference with trainings and workshops.
• CampusManagement and CAC have a few remaining issues from Student Nexus post go-live.
  o Student Accounts validation and verification
  o Clearinghouse file errors
  o Undocumented SSN on the student application form
  o Integration bridge from new CNS to legacy Banner Finance

12. Monitoring Reports

The Board Ends 6: Stewardship: Ensure optimization of fiscal resources through a balanced budget to support the needs and expectations of students and the community.

Chris Wodka, Mary Kay Gilliland and Jenni Cardenas reported on Ends 6. Last year’s trend and recent performance was outlined. Recent and planned improvements were shared.

18. Next Board meeting – May 15, 2018 – Signal Peak Campus

Meeting adjourned at 3:25 p.m.