

PINAL COUNTY COMMUNITY COLLEGE DISTRICT

BOARD OF GOVERNORS

Central Arizona College

Minutes of the Regular Meeting

Tuesday, June 19, 2018, 2018

Signal Peak Campus – M101

8470 N. Overfield Rd.

Coolidge, AZ

Members Present: Gladys Christensen, Rick Gibson, Dan Miller, Jack Yarrington

Teleconference: Dr. Debra Banks

General

1. Call to Order

Board President Gibson called the meeting to order at 2:04 p.m.

2. Pledge of Allegiance

Gladys Christensen led the Board in the Pledge of Allegiance.

3. Call to the Public

No requests to speak were received.

4. Consent Agenda

5. Approval of Minutes – May 15, 2018 Meeting

6. Personnel Report

For Hire:

Anderson, Donna, Professor of Business/Economics, District

Effective: August 6, 2018

Gillespie, Jacquely, Professor of Medical Laboratory Technology

Effective: August 6, 2018

Ruiz Yanez, Carlos, Police Officer II

Effective: June 11, 2018

Zarifian, Tenie, Professor of English, District

Effective: August 6, 2018

For Temporary Employment:

Diwan, DeAnna, Professor of Agriculture, District

Effective: August 13, 2018

For Resignation:

Pena-Cabanillas, Dalena, Secretary II

Effective: May 31, 2018

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Osteen Petreshock, Kimberly, Professor of Choral Studies, District
Effective: August 6, 2018

Randall, Robert, Professor of Agriculture
Effective: May 31, 2018

Thompson, Karen, Assistant Comptroller
Effective: May 24, 2018

For Continued Employment Effective July 1, 2018:

Aaron, Kendra, Assistant Coach – Women’s Basketball
Aaron, Tramaine, Sports and Fitness Specialist / Head Coach
Abad Lopez, Luis, Facilities Assistant III
Abad Lopez, Stephen, Facilities Assistant I
Abraham, Anup, Coordinator III – Science Labs
Ackland, Terri, Academic Dean
Aguilar, Susan, Director I – ABE / GED
Alvarado, Carina, Facilities Assistant I
Anderson, Gregory, Facilities Assistant III
Anderson, Robert, Facilities Assistant I
Apodaca, Santos, Admission & Registration Assistant
Archunde, Celina, Student Services Assistant
Armendariz, Michael, Director I – Pence Center
Askey, Angela, Executive Director – Public Relations and Marketing
Atanasio, James, Facilities Assistant III
Attebery, Jani, Academic Dean
Bacon, Margie, Academic Division Assistant
Bailey, Nancy, Pay Systems Specialist
Baldwin, Elizabeth, Student Services Generalist
Bandin, Roxanna, Fiscal Agent
Baroi, Elizabeth, Professor of Psychology
Barquera, David, Fleet Technician
Barragan, Domingo, Associate Director – Facilities
Barrett, Elizabeth, Veterans Services Specialist
Bass, Robin, Professor of Nursing
Beck, Joel, Coordinator III – Lifelong Learning
Bell, Thomas, Professor of Mathematics
Benitez, Maria, Facilities Assistant I
Bergman, Robert, Professor of History
Berry, Tina, Director II – Nursing Education
Blasco, Nancy, Library Assistant I
Blocker, Tracey, Case Management Specialist
Bogner, Michael, Processor of CIS – Programming
Boron, Cheryl, Professor of Sports and Fitness
Bradley, Daniel, Professor of Building Maintenance and Repair
Brightwell, Sandra, Director II – Health Information Technology
Britt, Wendy, Professor of Nursing
Broking, Deanna, Director I – Distance Learning Systems and Services
Brooks, Amy, Coordinator II – Fire Science
Brumand, Darius, ERP Functional Analyst

Bryant, Cara, Director I - WIOA
Buenafe, Mark, Professor of Economics
Bueras, Gabriel, Network Analyst
Bunkelmann, Jeffrey, Academic Dean
Busby, Melissa, Director II – Early Childhood Education
Busch, James, Professor of Diesel Technology & Heavy Equipment Operations
Bush, Daniel, Professor of Recording Engineering
Butler, Ruth, Professor of Speech Communication
Caballero Grey, Stephanie, Administrative Assistant II
Campa, Hector, Facilities Technician I
Campbell, Barrington, Director II – Learning Support
Cardenas, Denise, Sports and Fitness Specialist / Head Coach
Cardenas, Jennifer, Interim Vice President – Student Services
Carpenter, George, Professor of Biological Sciences
Chuang, Kaiso, Professor of Mathematics
Clapp, Michelle, Accountant
Clark, Brandi, Vice President – Talent Development / Legal Affairs
Clegg, Andrew, Director IV – TAACCCT Grant
Conley, Dawn, Professor of Sociology
Conner, Donald, Facilities Assistant I
Cook, Christine, Professor of Mathematics
Coronel, Sean, Director I – Student Affairs
Cortez Lopez, Lizeth, Facilities Assistant I
Costales, Nicole, Student Services Generalist
Couch, Brent, Professor of Welding
Cowan, Debra, Student Services Generalist
Craig, Elissa, Secretary – Administrative Support
Cubbage, Sonia, Facilities Assistant III
Dagnino, Jose, Assistant Director – Financial Aide
David, Kimberly, Coordinator II – Student Engagement and Activities
Davis, Dianna, Student Services Generalist
Davis, Shelby, Sports and Fitness Specialist / Head Coach
Day, Vaun, Professor of Business Administration / Accounting
Decker, Shelley, Professor of English
Demaline, Beverly, Professor of Mathematics
Demaline, Christopher, Professor of Business
DeSantiago, Benny, Coordinator III – Community Outreach
Deshler, Sarah, Professor of Nursing
Devere, Francis, ERP Functional Analyst
Dillahunty, Maurine, Testing Assistant
Dion, Denise, Professor of Nursing
Dooley, Margaret, Director IV – Development
Dougherty, Anthony, Sports & Fitness Specialist / Head Coach
Draegan, Kolette, Professor of English
Duran, Veronica, Interim Dean – Enrollment Services
Durkin, Glen, Police Officer II
Eastin, Maria, Professor of English
Ebert, Mark, Student Services Generalist
Eby, Trisha, Administrative Assistant
Elliott, Jacquelyn, President
Emlet, Christina, Instructional Specialist II

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Erickson, Brenda, Police Officer II
Escudero, Valiente, Facilities Assistant II
Falenski, Heinz, Learning Support Specialist
Fawcett, Christina, Instructional Specialist II
Faykosh, Joseph, Professor of History
Flewelling, Donald, Professor of Diesel Technology
Flores, Paul, Foreman
Fort, Kevin, Director II – SBDC
Fortier, Amanda, Program Assistant
Foust, John, Professor of Administration of Justice
Fraley, Devin, Professor of Biology
Frenzel, Briana, Coordinator II – ABE Support
Friedel, Linda, Instructional Specialist II
Friend, Robert, Facilities Assistant III
Fuentes, Lupe, Facilities Assistant I
Fuller, Temenoujka, Associate Director – Learning Support
Gamble, Thomas, Professor of Mathematics
Garcia, Andrew, Facilities Assistant III
Garcia, George, Facilities Technician I
Gardner, Gabriel, Professor of Culinary Arts
Garrison, Judy, Academic Division Assistant
Garza, Alejandrina, Professor of Mathematics
Gasca, Adela, Registrar Assistant
Gelfand, Lynn, Professor of English
Gibson, Barbara, Classroom Technology Support Specialist
Gibson, Bridgette, Financial Aid Assistant
Gibson, Sylvia, Interim Executive Director – Institutional Research
Gilich, Anthony, Sports and Fitness Specialist / Head Coach
Gilliland, Mary, Vice President – Academic Affairs
Godwin, Ronald, Accountant
Gomez, Michelle, Academic Division Assistant
Gonzales-Peters, Amanda, Program Assistant
Gonzalez, Brandy, Program Assistant
Gonzalez, Maria, Administrative Assistant
Gonzalez Portilla, Yessica, Facilities Assistant I
Graham, AnnDee, Payroll Manager
Graham, Chelsea, Cashier
Grant, Alan, ERP Functional Analyst
Grijalva, Connie, Accounting Clerk III
Guffey, Alyssa, Admissions and Registration Assistant
Gutierrez, Joey, Athletic Equipment Assistant
Guzman, Michael, ABE / GED Assistant
Halfhill, Denette, Facilities Assistant I
Halloran, Jean, Program Assistant
Hanson, Alyson, Professor of Reading and Humanities
Hanson, Connie, Office Assistant II
Hanson, Tressie, Coordinator II – Interactive TV
Haro, Gayle, Professor of Business
Harris, Roberta, Nursing Lab Specialist
Harter, Shirley, Coordinator III – ECI
Hatch, Kathleen, Academic Division Assistant

Hatfield, Daniel, Foreman
Henley, Ryan, Assistant Coach – Softball
Hernandez, Cheryl, Director I – Student Accessibility Services
Hernandez, Mary Lou, Executive Assistant to the President & Governing Board
Hernandez Flores, Carmen, Facilities Assistant I
Higgs, Victoria, Student Services Generalist
Hindhede, Karen, Professor of English
Hohmann, Timothy, Professor of English
Hoing, Steven, Accounting Clerk II
Honea, Martin, Assistant Coach – Track and Field
Hope, Lindsay, Associate Director – Public Relations and Marketing
Horn, Susan, Professor of Health Careers
Hughes, Dale, Facilities Technician I
Hurt, Garrett, Professor of Diesel Technology
Huyard, Rickey, Professor of Refrigeration Technology
Ingram, Lisa, Professor of Health Careers/Allied Health
Iselin, Marcia, Secretary – Administrative Support
Jaco Riggs, April, Secretary – Administrative Support
Jagadish, Bhumasamudram, Professor of Chemistry
Joaquin, Veronica, Student Services Generalist
Johnson, Carol, Professor of Honors
Jones, Christopher, Facilities Technician II
Juarez, Elisa, Director III – Financial Aid
Kannegaard, Michelle, Director III – ITS Support and Online Learning
Keeling, Tatiana, Professor of English
Kelley II, Robert, Technology Support Generalist
Kelly, Janie, Sports and Fitness Specialist – Athletic Trainer
Kieser, Mary, Professor of Reading
Kim, Veronica, Fiscal Agent
Knudsen, Tyson, Professor of Adult Basic Ed
Koehring, Lisa, Director II – DEP
Kohl, David, Web Designer / Developer
Kohut, Melinda, Professor of Business / Web Design
Krantzman, Monica, Program Assistant
Krieher, Herman, Warehouse Operations Technician
Krieher, Nancy, Production and Mail Room Technician
Kyh, Stacie, Professor of Mathematics
LaFalce, Shawn, Academic Division Assistant
Lambrecht, Tracy, Secretary – Administrative Support
Lang, Carol, Purchasing Assistant II
Lange, Kenneth, Sports and Fitness Specialist / Athletic Trainer
Lascher Zires, Sandra, Career Navigator / Outreach Specialist
Lashinsky, Michael, Facilities Technician I
Laursen, Andrew, Program Specialist – Residence Life
Lautzenheiser, Sarah, Financial Aid Assistant II
Leamons, Eliana, Instructional Specialist II
Ledenican, Susan, Employment Specialist
Ledingham, James, Technology Support Generalist
Lee, Danielle, Professor – Pharmacy Technician
Leonard, Julie, Coordinator III
Lespron, Samuel, Director III – IT Infrastructure

Li, Ming Huet, Professor of Mathematics
Licón, Sherrie, Director II – Student Success Initiatives
Lomeli, Peter, Professor of Manufacturing Electronics
Lopez, Deseri, Administrative Assistant
Lopez, Yessenia, Facilities Assistant I
Lowe, Daniel, Performing Arts Technical Specialist
Lujan Rodriguez, Amanda, Public Relations Assistant
Madrigal, Isaia, Facilities Assistant II
Maestas, Teasha, Case Management Specialist
Makaafi, Jana, Instructional Specialist II
Maneely, Rhonda, Secretary – Administrative Support
Martin, Bruce, Professor of Chemistry
Maurer, Deborah, Accounting Clerk II
McClain, Kelly, Police Officer II
McDaniel, Darryl, IT Analyst Lead
McDonald, Travis, Professor of Auto Body Repair
McGruder, Brandon, Assistant Coach – Men’s Basketball
McIntyre, Carrie, Student Services Generalist
McKenna, Crystal, Professor of Biology
McKenzie, Michael, Professor of Horticulture
McKinney, Kinsey, Professor of English
McLaughlin, Sarah, Professor of Art
McQueen, James, Enterprise System Support Specialist
Mitchell, Delois, Coordinator II – Student Employment
Mollica, Francis, Director II – Diagnostic Medical Imaging
Montano, Ysidro, Facilities Technician I
Montijo, Jennifer, Coordinator II – Student Employment
Montijo, Frankie, Facilities Assistant II
Moody, Joe, Sports and Fitness Specialist / Head Coach
Moore, Jennifer, Professor of Psychology
Moore, Richard, ERP Functional Analyst
Mosley, Veronika, Program Assistant
Moulton, Heather, Professor of English
Munoz, Maria, Director I – Site Management
Murillo, Armando, Talent Development Assistant I
Nelson, Henry, Facilities Technician III
Nettles, Gail, Coordinator II – TRIO
Newman, Annette, Facilities Assistant I
Ochoa Moreno, Rosario, Student Services Generalist
O’Neil Calloway, Amy, Professor of Nursing
Ornelas, Steve, Professor of Psychology
Orozco, John, Student Services Generalist
Ortega, April, Coordinator II – TRIO Upward Bound
Osmer, Jonathan, Librarian
Ott, Luisa, Executive Director II – Accounting Services / Comptroller
Owens, Michael, Professor of Language
Park, Sunjung, Professor of Biology/Chemistry
Patefield, Karissa, Director I – Student Affairs
Patrick, Geoffrey, Facilities Assistant I
Peake, Douglas, Professor of Adult Basic Ed
Peden, Clay, Professor of Culinary Arts

Perea, Robert, Professor of Philosophy
Perea, Sherry, Fiscal Agent
Perez, Joseph, Assistant Coach – Baseball
Peterson, Erik, Instructional Specialist II
Peterson, Roy, Professor of Construction Technology
Petrey, Jennifer, Professor of English
Phillips, Susan, Learning Support Specialist
Ponce, Veronica, Program Assistant
Potts, Amanda, Professor of Culinary Arts
Prevost, John, Professor of Language
Primm, Deborah, Professor of Mathematics
Prock, Paula, Benefits Manager
Pryor, Wayne, Professor of Astronomy and Geology
Puglia, Mary, Professor of Biological Studies
Purvis, Megan, Director I – Student Affairs
Quiroz, Cecilia, Director I – Title IX Compliance
Radke, Theresa, Coordinator III – Science Labs
Ramchandra, Sanjeev, Instructional Specialist II
Ramirez, Alejandro, Facilities Technician I
Ramirez, Henry, Foreman
Ramirez, Idelberto, Facilities Technician II
Ramirez, Nayla, Payroll Assistant
Ramirez, Rosemary, Director I - Residence Life
Rath, Sandra, Professor of Speech Communications
Rauhalammi, Samuli, Professor of Biological Sciences
Rausaw, Walter, Dean Student Life
Regan, Barry, Professor of Speech Communication
Reyna, David, Accounting Clerk III
Reynolds, Willie, Police Officer II
Rifkin, Samuel, Learning Support Technology Assistant
Robinette, Beverly, Campus Police Assistant
Robinette, Stephen, Professor of Refrigeration Technology
Rodgers, Wayne, Professor of Welding
Rogers, Theresa, Registrar Assistant
Romero, Shawna, Instructional Specialist II
Rosenbam, Charlie, Learning Management System Analyst
Ross, Candice, Chief Information Officer
Ross, Deborah, Classroom Technology Support Specialist
Rossi, Hazel, Coordinator II – Recruitment / High School Programs
Ryan, Amanda, Student Services Generalist
Saavedra, Adriana, Director II, Library Services
Salaz, Mark, Director III – Purchasing
Salinas, Celina, Assistant Director – Recruitment
Sanchez, Luis, Director II – Recruitment
Sanders, Cameron, Director III – Enterprise Application Service
Sanders, Patrick, Facilities Foreman
Sawade, Tammi, Coordinator II – Scheduling Solutions
Schaefer, John, Assistant Director – Residence Life
Scharf, David, Facilities Technician III
Scherer, Julie, Grant Accountant
Schlee, Glen, Professor of Mathematics

Schneeflock, Melanie, Librarian
Schnoor, Charles, Athletic Director
Schoenthal, Dawne, Case Management Specialist
Searle, Michael, Technology Support Generalist
Secrist, William, Police Officer II
Selby, Sonya, Admission and Registration Assistant
Shanafelt, Stephen, Interim Lieutenant
Shank, Derek, Director II – Advising
Shepherd Jones, Christina, Student Services Generalist
Silvia, Mark, Professor of English
Sioris, Fontini, Professor of Biological Sciences
Smith, Kenneth, Professor of Welding
Smith, Laurette, Program Assistant
Snellman, Scott, Librarian
Span, Derrick, Professor of Sociology
Stark, Terry, Director I – Prison Programs
Steincamp, Hugo, Director II – Resource Development & Quality Assurance
Steiner, Cara, Professor of Education
Stephens, Robert, Director II – Employee Development
Stewart, Thomas, Professor of Computer Technology
Studer, James, Technology Support Generalist
Sutton, Qacidee, Network Analyst
Swift, Rebecca, Librarian
Talamantez, Yolanda, Financial Aid Specialist
Tatterson, Susan, Professor of Digital Media
Tavares, Paul, Professor of Biology
Teel, Louis, Professor of Heavy Equipment Operations
Teel, Skyla, Professor of Reading
Teply, Jennifer, Purchasing Assistant II
Terry, Gabriel, Police Officer II
Thomas, Evelyn, Instructional Specialist I
Thomas, Muriel, Coordinator III – Lifelong Learning
Thompson, Bernita, Fiscal Agent
Tidwell, Carl, Professor of Business/CIS
Tinnin, Sarah, Business Office Assistant
Todd, Sandra, Registrar Assistant
Torres, Monica, Facilities Assistant I
Torres, Ricardo, Office Assistant II
Torres Lopez, Alma, Facilities Assistant I
Towne, Lora, Coordinator III – Community Events and Planning
Travis, Joanna, Director IV – Budget/Accounting Services
Ulich, Monica, Coordinator I – Learning Support
Uriate, Francisco, Financial Aid Assistant I
Van Blaricom, Jimi, ABE Career Navigator
Vangilder, Clark, Professor of Physics
Varela Avila, Osman, Case Management Specialist
Vargas Coll, Sonia, Facilities Assistant I
Vega, Sylvia, Coordinator I – Learning Support
Velazquez, Beverley, Facilities Assistant I
Verdugo, Kimberlee, Director I – Classification and Compensation
Verduzco, Jeanette, Student Services Generalist

Villa, Ricardo, Professor of Mathematics
 Vogan, Monica, Coordinator II – Outreach and Promise Activities
 Voyce, Jennie, Program Assistant
 Wahlgren, Sophia, Career Navigator - WIOA
 Ward, Kevan, Institutional Food Prep Instructor
 Weir, Estella, IT Analyst – Asset Management
 Whatley, Amanda, Assistant Director – Adult Basic Education
 Willey, Mary, Talent Development Assistant II
 Wilson, Maren, Professor of Social Sciences / Anthropology
 Winner, Stephanie, Student Services Generalist
 Wodka, Christopher, Vice President – Business Affairs / CFO
 Woodard, David, Police Officer II
 Wooten, Loida, Program Assistant
 Yost, Johnathan, Systems Analyst
 Young, Michelle, Professor of Speech Communication
 Young-Chiverton, Victoria, Professor of Early Childhood Education
 Yubeta, Dawn, Secretary – Administrative Support
 Zuniga Moncada, Irma, Employee Relations Specialist

7. Curriculum Report

New Courses		Effective Term/Year
IRW130	Structural Steel Erection I (expedited approval)	Fall 2018
TOTAL New Courses = 1		
New Degrees and Certificates		
TOTAL New Degrees and Certificates = 0		
Modified Courses		
WLD128	Introduction to Structural Drawings and AutoCAD (expedited approval)	Fall 2018
TOTAL Modified Courses = 1		
Modified Degrees and Certificates		
Certificate	Advanced Industrial Technology Certificate (expedi	
Certificate	Fundamentals of Arc Welding Certificate (expedited approval)	Fall 2018
Certificate	Industrial Technology Certificate (expedited approval)	Fall 2018
Certificate	Public Safety Telecommunicator Certificate	Fall 2019
AAS Degree	Radiologic Technology AAS Degree (expedited approval)	Summer Session I 2018
Certificate	Structural Welding and Fabrication Certificate (expedited approval)	Fall 2018
AAS Degree	Welding Technology AAS Degree (expedited approval)	Fall 2018
TOTAL Modified Degrees and Certificates = 7		
Deleted Courses		
TOTAL Deleted Courses = 0		
Deleted Degrees and Certificates		
TOTAL Deleted Degrees and Certificates = 0		
TOTAL CURRICULUM CHANGES APPROVED BY CURRICULUM COMMITTEE = 9		

Mrs. Christensen moved to approve Consent Agenda items 5-7. Mr. Yarrington seconded. Motion passed unanimously.

8. Polices for First Reading

Brandi Clark presented the following policies for first reading:

- 8.1 Audit
- 8.2 Cash Reserves
- 8.3 Financial Controls
- 8.4 Gifts
- 8.5 Risk Management

Non-Consent

Reports

9. Report from College President

9.1 District Update

- The College's System Portfolio for accreditation will be submitted this week. Hugo Steincamp was recognized for his efforts in writing and organizing the portfolio. Also recognized were Jenni Cardenas Mary Kay Gilliland, Chris Wodka, Brandi Clark, and Sylvia Gibson for their assistance with the process.
- The Young Advanced Technology Academy is currently taking place at the Signal Peak Campus. Last week there were 27 seventh and eighth graders from the are in attendance. This week there are 25 ninth and tenth grade students in attendance.
- High school students from local area high school are on campus attending the Upward Bound program. There are 60 students in attendance.
- Plans are underway for an open house and ribbon cutting ceremony for the new science and student union building in August.
- Last month Dr. Elliot met with Governor Ducey to share CAC's success on the Sundt program.

9.2 Correspondence

- An email from Joe Martinez, College and Career Coordinator of Villago Middle School thanking staff for the great experience seventy 6th grade students had a college exposure tour.

10. Business Affairs Reports

10.1 Monthly Budget Report

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

May 2018, which shows the District's general fund expenditures and committed funds are at 87.60% of total budget. This is an increase of 4.26% from May 2017 which was at 83.34%. At the end of the eleventh month of the fiscal year, the College is where we should be in terms of revenue and expenses.

10.2 Awarded Bids

Purchasing Source	Product Description / Vendor	Campus		Amount
RFP #: 1718-006	Telescope Controller & Equip Repair Astrometric Instruments, Inc., Westborough, MA	SPC	Budget Amount	\$36,000.00 \$35,271.00
National IPA #: R160201	HPE Nimble Storage CDWG, Inc., Vernon Hills, IL	District	Budget Amount	\$125,000.00 \$79,106.99

RFQ #: 1718-031	HPE ProLiant Blades CDWG, Inc., Vernon Hills, IL	District	Budget Amount	\$45,893.01 \$25,212.46
RFQ#: 1718-034	IT Training New Horizons, Tucson, AZ	District	Budget Amount	\$21,960.87 \$21,800.00

14.3 ERP Update

Mr. Wodka reported the following updates on the ERP:

- **HR, Payroll, and Finance**
 - CMC and CAC are making progress in each functional area, but due to viability and errors within CNF, have been unable to fully test. Everyone is working collaboratively to resolve issues with:
 - Configurations
 - Data files
 - And Workflows
 - Scheduled end-to-end testing 06/18-06/30
 - Imported Banner data and process validation must be 100% accurate for quarterly and year-to-date processing
 - **The expected go-live date has been moved to August 2018**
- **Student Services**
 - CMC and CAC continue to refine, update, and correct functional area issues since CNS go-live in November
 - Interim fixes for Student Applications until CRM is live and implemented in June
 - Registration
 - Degree Audit/Student Planning
 - “Boot Camp” to update all program versions to include general education requisites and pre-requisites
 - Inter-departmental sessions scheduled for 06/11-06/14 and 06/18-06/21
 - Student Accounts validation and verification
 - Collaborative effort with IR, IT and Student Services to correct National Clearing House data errors
 - Financial Aid
 - Completely live with FAA and SFAAA components
 - Congratulations and thanks to Elisa Juarez and her Financial Aid team
- **Academics**
 - Faculty Action Forms are being modified to include total load per instructor per term
- **CRM (Customer Relationship Management System) database**
 - This mass communication routing, tracking, and event management database is expected to go live in June 2018
 - Recruitment’s Promise component is **live**, and the new student applications go live on 06/18

15. Monitoring Reports

The Board Ends 7: Infrastructure: Ensure a physical and technological infrastructure that support changes in learning and working environment. Last year’s trend and recent performance was outlined. Recent and planned improvements were shared as follows:

7.1 Student Support

Dr. Jenni Cardenas reported the following recent improvements:

- Upgraded Computers for students and employees
- One-Stop at SMC
- Implementation of a five-year IT Master Plan (including computer replacement process/plan)
- Improved student communication plan of the enrollment process to promote preparedness

- Additional grant programs (Upward Bound/Gear Up) to support students
- The first ever Title IX Student Climate survey was administered to gauge understanding and level of support regarding Title IX incidents
- Ongoing Blackboard training

Planned Improvements:

- Gather feedback from students regarding dissatisfaction and potential areas for improvement
- Development of a five-year Instructional Master Plan
- Re-Development of spaces on campus
- Creation of a Veteran’s Center at SPC
- Discussions regarding the additional of health and wellness general care, mental health screenings/counseling on site.
- Better integration of My Math Labs with Blackboard (upgrades expected in both platforms)

7.2 Satisfaction with Facilities

Chris Wodka reported the following recent improvements:

- New Science Building
- New Student Union

Planned Improvements:

- Development of a five-year Facilities Master Plan
- Gather feedback from employees regarding specific dissatisfaction and potential areas for improvement
- Re-Development of spaces on campus

7.3 Overall Teaching Environment

Dr. Mary Kay Gilliland reported the following recent improvements:

- New Science Building
- Upgraded technology/computers in many labs and classrooms
- Distance Education Faculty Training (DEFT) certification
- Ongoing Blackboard training for all Faculty
- New Task Force between Academics and IT to better communicate and coordinate classroom technology to meet faculty and student needs

Planned Improvements:

- Gather feedback from full-time faculty and adjunct faculty regarding specific dissatisfaction and potential opportunities for improvements
- Re-development of classroom spaces on campus

Dr. Elliott added that monitoring report targets will be re-evaluated at the July 2018 Governing Board retreat.

Meeting adjourned at 2:33 p.m.

APPROVED:

ATTEST:

Rick Gibson, Board President

Dan Miller, Secretary/Vice President