

**PINAL COUNTY COMMUNITY COLLEGE DISTRICT**

BOARD OF GOVERNORS

Central Arizona College

Minutes of the Regular Meeting

Tuesday, September 18, 2018

Maricopa Campus – A100

17945 N. Regent Dr.

Maricopa, AZ

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

**1. Call to Order**

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

**2. Pledge of Allegiance**

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

**3. Call to the Public**

John Carvella with the Maricopa Chamber thanked the Governing Board for the use of the Maricopa Campus for Chamber meetings.

**4. Consent Agenda**

**5. Approval of Minutes – August 21, 2018 meeting**

**6. Personnel Report**

For Hire:

Almquist, Margot, Student Success Initiatives, San Tan Campus  
Effective: September 4, 2018

Petersen, Paul, Facilities Assistant I, Signal Peak Campus  
Effective: September 10, 2018

Ruiz, Clarice, Facilities Assistant I, Signal Peak Campus  
Effective: September 10, 2018

Grant Ended:

Clegg, Andrew, Director IV – TAACCCT Grant, District  
Effective: September 30, 2018

Resignation:

Anderson, Donna, Professor of Business/Economics, District  
Effective: August 31, 2018

Blocker, Tracey, Case Management Specialist-WIOA, District  
Effective: September 6, 2018

Radke, Theresa, Laboratory Coordinator III, District  
Effective: August 2, 2018

Sanders, Patrick, Facilities Foreman, District  
Effective: September 14, 2018

### **7. Letter of Support – Foreign Zone for Nikola Motor Company**

Recommendation that the Governing Board provide a letter of support for the foreign trade zone application for Nikola Motor Company.

Upon motion of Mr. Yarrington and seconded by Mrs. Christensen, Consent Agenda items 5 - 7 were approved as presented. Motion passed unanimously.

### **8. Policies for Second Reading/Adoption**

Brandi Clark presented the following policies for second reading and adoption.

- College Travel Expenses
- Nepotism
- Budget
- Student Code of Conduct
- Records Management, Retention, and Disposition -
- Admissions and Registration
- Financial Aid-Satisfactory/Progress Statement

Upon motion of Mrs. Christensen and seconded by Mr. Yarrington, the policies were approved as presented. Motion passed unanimously.

### **9. Policies for First Reading**

Brandi Clark presented the following policies for first reading:

- Research and Integrity
- Purchasing and Contracts
- Intellectual Property

Architect and General Contractor Selection

- Copyright
- Employee Probationary Period

Policies will be brought back to the Governing Board at the October meeting for second reading/adoption.

## 10. Arizona Association of Community College Trustees Report

Dr. Banks reported that AACCT recently met and the bylaws were reviewed. AACCT will be hosting a breakfast on October 26<sup>th</sup> at the ACCT Conference in New York. Dr. Banks asked for follow up that the membership dues have been paid.

## 11. Report from College President

### 11.1 District Update

- Central Arizona College has partnered with Corazon Integrated Healthcare Services for on-site personal and mental health counseling at the Signal Peak Campus. Signal Peak has been selected for the first site of this service due to the residence hall and largest student population. Other campuses are being considered for future semesters. Dr. Jenni Cardenas and Dr. Tramaine Rausaw were recognized and thanked for their efforts in the forming this partnership.
- Community forums are currently taking place. The new strategic plan is being shared.
- Central Arizona College was recently named the 2017 Support Project of the Year recipient by Sundt Construction, recognizing the Craft Workforce Development partnership between CAC and Sundt.

### 11.2 Correspondence

A thank you letter from Mrs. Lucy Everingham for inviting her to participate in the Ribbon Cutting Ceremony.

## 12. Business Affairs Report

### 12.1 Review of Awarded Bids

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

Purchasing Source	Product Description / Vendor	Campus		Amount
Single Source	Annual Licensing Fees for CollegeNET, Inc. CollegeNET, Inc., Portland, OR	District	Budget Amount	\$864,828.17 \$ 42,000.00
Single Source	Software Licensing Fees for Oracle Oracle Corp., Redwood Shores, CA	District	Budget Amount	\$822,828.17 \$34,093.31
Single Source	Software Licensing Fees for Banner Ellucian Co.,	District	Budget Amount	\$788,734.86 \$112,620.20
Single Source	Licensing Fees for Sophos CCB Technology, Inc. Racine, WI	District	Budget Amount	\$676,114.66 \$38,645.60
AZ State Contract #: ADSPO17-166123	2019 Ford Transit Cargo Van Sanderson Ford, Inc., Glendale, AZ	District	Budget Amount	\$29,570.00 \$29,561.70
RFQ#: 1819-003	Licensing Fees for Partner Premier Service Solutionz Videoconferencing, Inc. Los Angeles, CA	District	Budget Amount	\$637,469.06 \$ 35,212.00
E & I Contract CNR01447	Resurface the Turf/Track Field FieldTurf USA, Inc., Calhoun, GA	SPC	Budget Amount	\$500,000.00 \$422,134.00

### 11.3 ERP Update

#### HR, Payroll, and Finance for CNF (CampusNexus Finance)

- CAC and CampusManagement are progressing towards the new go-live date on January 1<sup>st</sup>
- CAC and CampusManagement expect to complete outstanding CNF issues and tasks within the next two weeks

#### Student Services for CNS (CampusNexus Student)

- Since go-live in Fall 2017, CAC has since revisited parent/child term configurations in CNS. Multiple functional areas: curriculum, registration, financial aid, and student accounts
- CAC and CampusManagement are testing the 25Live integration and sign-offs is expected this September
- CAC and CampusManagement are finalizing Blackboard integration requirements, with delivery for testing in mid-October
- CAC and CampusManagement meet regularly to prioritize, discuss, and resolve issues since go-live November 2017

#### CRM (Customer Relationship Management System)

- This mass communication routing, tracking, and event management database went live in June 2018. Since go-live:
  - Over 431 new applicants
  - CAC has received over 1457 Promise Pledge forms to date
  - CAC has sent over 1555 automated communications that have gone out via campaigns

#### CampusWorks

- Don Penrose will continue as Project Manager, coordinating with Cameron Sanders, through February 2019

## 12. Monitoring Reports

Board Outcomes 1: Student Success: Ensure student success through retention, persistence, completion, and transfer.

Dr. Jenni Cardenas reported on the Fall to Fall Retention rate and Graduation rates and recent and planned improvements were reported.

Dr. Mary Kay Gilliland reported on the Developmental Education Course Completion rates and the College Level Course Completion rates and recent and planned improvements were reported.

Meeting adjourned at 2:51 p.m.

APPROVED:

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**Rick Gibson, Board President**

ATTEST:

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**Dan Miller, Secretary/Vice President**