

PINAL COUNTY COMMUNITY COLLEGE DISTRICT
BOARD OF GOVERNORS
Central Arizona College
Minutes of the Regular Meeting
Tuesday, January 15, 2019
Signal Peak Campus – I400
8470 N. Overfield Rd.
Coolidge, AZ

Members Present: Dr. Debra Banks, Gladys Christensen, Rick Gibson, Dan Miller (teleconference)

1. Call to Order

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

2. Pledge of Allegiance

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

3. Call to the Public

No requests to speak were received.

Action Items

4. Election of Officers

A. Board Adjournment Sine Die

Board President Gibson adjourned the meeting sine die. For reorganizational purposes, Dr. Elliott assumed the Chair.

B. Nominations and Election of Officers

Gladys Christensen motioned to keep the same list of Officers as previous year.

Rick Gibson for Board President
Dan Miller for Vice President/Board Secretary
Dr. Debra Banks for Arizona Association of Community Colleges Trustees
Representative

Rick Gibson seconded the motion. Motion passed unanimously.

Dr. Elliott turned the meeting over to Board President Gibson.

5. Resolution in Support of Guided Pathways

President Elliott presented a resolution in support of Guided Pathways. A presentation was made to the Governing Board at the December Board Retreat. Dr. Banks motioned to adopt the Guided Pathways model for the future success of our students. Mr. Miller seconded the motion. Motion passed unanimously.

6. Consideration of Consent Agenda

7. * Approval of Meeting Minutes – November 20, 2018

8. * Personnel Report

For Hire:

Babb, George, Facilities Foreman, Superstition Mountain Campus
Effective: January 14, 2019

Day, Kimberly, Secretary III - Facilities, Signal Peak Campus
Effective: December 3, 2018

DeLaPena, Eric, Professor of Computer Information Science, Superstition Mountain Campus
Effective: January 8, 2019

Gonzalez, Andres, Professor of Computer Technology, DOC – Florence Center
Effective: January 14, 2019

Han, Di, Research Specialist, Signal Peak Campus
Effective: January 14, 2019

Rector, Ross, Professor of Industrial Carpentry, Signal Peak Campus
Effective: January 8, 2019

Seaman, Stacey, Professor of Music, Signal Peak Campus
Effective: August 12, 2019

Smith, Sydney, Professor of Pharmacy Tech, Signal Peak Campus
Effective: January 8, 2019 One Semester Only

For Promotion:

Moore, Richard, ERP Senior Project Analyst, District
Effective: December 10, 2018

For Retirement:

Harris, Robin, Nursing Lab Assistant, Signal Peak Campus
Effective: December 30, 2018

For Resignation:

Gardner, Gabriel, Professor of Culinary Arts, Maricopa Campus
Effective: December 31, 2018

9. * Second Reading and Adoption of

- 9.1 Volunteers
- 9.2 Position Creation and Review
- 9.3 Use of Tobacco Products

Gladys Christensen motioned to approve Consent Agenda items 7-9. Dr. Banks seconded the motion. Motion approved unanimously.

Information Items

10. Policies for First Reading

Brandi Clark presented the following policies for first reading.

- 10.1 Faculty Qualification Standards
- 10.2 Retirement
- 10.3 Curriculum
- 10.4 Assessment
- 10.5 Emeritus Status
- 10.6 Freedom of Expression
- 10.7 Academic Freedom

Dr. Banks asked for clarification on the Academic Freedom policy. Dr. Elliott will provide further information to the Board regarding the Free Expression bill.

11. Arizona Association of Community College Trustees Report

Dr. Banks reported that the Association would begin meeting quarterly to allow time to work with Pivotal Consulting Agency in between meetings. A handout of the Arizona 2019 Legislative Schedule of key dates was provided. Dr. Banks also reported that Prop 301 was discussed at the meeting. Dr. Banks will be attending the ACCT Legislative Session in Washington, DC in February.

12. Report from Central Arizona College President

- A. Legislative Update
 - House Bill 2036: Requires community college district governing boards to annually report specified information about dual enrollment to the Joint Legislative Budget Committee by December 1 (moved from October 1)
 - House Bill 2040: authorizes community college districts to offer four-year baccalaureate degrees that are accredited by a regional accreditation agency approved by the U.S. Department of Education.
- B. District Update –
 - To date, Dr. Elliott has met with over 200 employees individually and key themes include appreciation for:
 - Visiting with the VPs
 - Trust Edge initiatives
 - Guided Pathways work
 - New online employee trainings
 - New facilities
 - Improved opportunities for upward mobility
 - Areas that continue to need attention include:
 - Slow and laborious processes
 - Updating computer hardware and connectivity
 - Customer service

- Communication
- I am happy to report that I have been able to award two president’s innovation grants so far. One to Christine Cook to develop open educational resources for students that could led to potential textbook savings, and one to Chris Demaline to pilot the use of Microsoft Surface Pros by instructors in synchronous online course delivery.
- Just a reminder that we will have our annual Foundation fundraising event on February 15th at Windmill Winery.

C. Correspondence

- A note from Barbara Wandling thanking the College for hosting the Apache Junction/Gold Canyon Senior Expo. The event had over 400 attendees.
- A note from Expect More Arizona thanking the College for serving as the venue for the film screening of “Teaching in Arizona,” that took place on October 24th.

13. Business Affairs Report

A. Monthly Budget

Chris Wodka reported on the preliminary financial information for December 2018. Mr. Wodka added that while we are getting closer to a solution, the student revenue and scholarship expense data from the new Campus Nexus student system is not included in the financial numbers. A disclaimer about which data is missing is included on the bottom of all relevant pages of the finance packet.

Mr. Wodka reported that December 2018 shows the District’s general fund expenditures and committed funds are at 78.70% of total budget. This is an increase of .53% from December 2017 which was at 78.17%. Six months into the fiscal year the College is where we should be at this point in time.

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:

Purchasing Source	Product Description / Vendor	Campus		Amount
1GPA Contract #: 16-11PV-05	Network Switches and Cisco VoIP Phone System Dimension Data, Charlotte NC	District	Budget Amount	\$226,000.00 \$225,679.48
AZ State Contract #: ADSP017-169281	Smart Cards Graybar, Phoenix AZ	District	Budget Amount	\$25,000.00 \$23,946.30
1GPA Contract #: 16-11PV-05	Smarnet License Renewal Dimension Data, Charlotte NC	District	Budget Amount	\$84,825.56 \$47,442.00
Single Source	DocuSign License Renewal DocuSign, Inc., San Francisco CA	District	Budget Amount	\$485,133.13 \$ 26,800.00
RFP #: 1617-001	Banner DBA Support Services Campus EAI, Cleveland OH	District	Budget Amount	\$68,500.00 \$22,555.00
RFQ #: 1819-011	Polycom Maintenance Renewal Solutionz Videoconferencing, Los Angeles CA	District	Budget Amount	\$458,333.13 \$ 40,732.00
IG Agreement	CAVIT Courses CAVIT, Coolidge AZ	District	Budget Amount	\$186,009.00 \$ 68,306.00

IG Agreement	Fire Service Renewal Regional Fire Rescue, Casa Grande AZ	SPC	Budget Amount	\$69,852.73 \$42,189.00
Single Source	Software Upgrade Consulting Avvid consulting, LLC, Gilbert AZ	District	Budget Amount	\$75,000.00 \$35,000.00

Dr. Banks had a question of the Fire Service Renewal and who covers the San Tan Campus for fire and ambulance services. Mr. Wodka will follow up providing that information to the Board.

C. ERP Update

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

Central Arizona has been live with CNS since November 2017, with Financial Aid automation since May 2018, and with the CRM database and new student applications since June 2018. The original planned go-live date for CNF was July 2018, and this is officially delayed until January 1, 2019. Note that the current version of Banner is not supported after January 2019 and it is not physically possible to upgrade to the newest version. Faculty, staff, management, students, and the Central Arizona community should be clear that CAC has implemented CNS and CRM, and will implement the CNF CampusNexus solutions.

Below is an ERP-related project status summary since the November Governing Board meeting.

- HR, Payroll, and Finance for CNF (CampusNexus Finance)
 - CAC went live Tuesday morning, 01/08/19
 - The CAC teams worked many hours over the holiday break in preparation for go-live
 - The first scheduled payroll for 2019 will be processed the week of 01/14 in Nexus
 - CMC personnel are onsite and remotely supporting CAC's go-live efforts the week of 01/07, 01/14, and 01/21
 - Timesheet entry and approval are now online/paperless
 - Leave requests and usage are now online/paperless
 - Talent Development, Payroll, and Academics are utilizing a new Faculty Action Form for Spring 2018
 - This form replaces and consolidates multiple forms in each department
 - This electronic form is an interim solution in preparation for an eventual Nexus solution
 - This form tracks faculty load/obligation, enrollments, and compensation for payroll processing
- Student Services for CNS (CampusNexus Student)
 - CAC and CampusManagement continue their work on the Blackboard integration
 - CAC and CMC applied scripts to update student billing data
 - CAC and CampusManagement meet regularly to prioritize, discuss, and resolve issues
 - Susan Nelson from CMC facilitates these "Checkpoint" meetings

14. Monitoring Reports

Board Outcome 4: Community was presented on – specifically non-credit enrollment and community education classes. Dr. Jenni Cardenas and Dr. Mary Kay Gilliland presented on recent and planned improvements.

15. Next Board meeting – February 27, 2019 – San Tan Campus

Meeting adjourned at 2:59 p.m.

APPROVED:

Rick Gibson, Board President

ATTEST:

Dan Miller, Secretary/Vice President