

PINAL COUNTY COMMUNITY COLLEGE DISTRICT

BOARD OF GOVERNORS

Central Arizona College

Minutes of the Regular Meeting

Tuesday, October 16, 2018

Signal Peak Campus – I400

8470 N. Overfield Rd.

Coolidge, AZ

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

Mrs. Christensen led the Board in the Pledge of Allegiance.

3. Call to the Public

Staff from the Early Childhood Learning Center along with children that attend the Center thanked the Governing Board for the Childhood Learning Center at the Signal Peak Campus and for their support of the program.

4. Consent Agenda

5. Approval of Minutes – September 18, 2018 meeting

6. Personnel Report

For Hire:

Angle, Brenin, Student Services Generalist, Superstition Mountain Campus

Effective: October 1, 2018

Barron, Salvador, Facilities Assistant II, Signal Peak Campus

Effective: October 1, 2018

Dagnino, Celina, Student Service Assistant, Superstition Mountain Campus

Effective: October 1, 2018

Faulkner, Brandi, Librarian, San Tan Campus

Effective: November 5, 2018

Glahn, Cheryl, Student Services Assistant, San Tan Campus

Effective: October 1, 2018

Haley, Douglas, Facilities Assistant II, Signal Peak Campus

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Effective: October 1, 2018

Haro, Eduardo, Instructional Specialist II – ABE, Casa Grande Center
Effective: October 1, 2018

Hernandez, Delfina, Facilities Assistant I, Superstition Mountain Campus
Effective: November 5, 2018

Ramirez, Angel, Facilities Assistant I, San Tan Campus
Effective: November 5, 2018

For Temporary Employment:

Clegg, Andrew, Director I – Title V, Signal Peak Campus
Effective: October 1, 2018

For Promotion:

Fortier, Amanda, Coordinator II – ECE, Signal Peak Campus
Effective: October 15, 2018

Miele, Veronica, Student Services Generalist – Upward Bound, Signal Peak Campus
Effective: October 1, 2018

Woodard, David, Sergeant, District
Effective: September 17, 2018

For Resignation:

Abad Lopez, Steven, Facilities Assistant I
Effective: September 21, 2018

Lee, Danielle, Professor of Pharmacy Technology, District
Effective: September 27, 2018

For Termination – Probationary Status:

Dougherty, Anthony, Sports and Fitness Specialist/Head Coach, Signal Peak Campus
Effective: September 24, 2018

McDonald, Travis, Professor of Auto Collision Repair/Refinish, Florence Center/DOC
Effective: September 24, 2018

For Retirement:

Harris, Roberta, Nursing Lab Specialist, District
Effective: December 30, 2018

7. Approve to Change the November Board Meeting Date from November 20, 2018 to November 27, 2018

8. Approve Minor Revision to Academic Calendar

Winter break will be December 21, 2018 – January 3, 2019.

9. Approve Curriculum Proposals – Fall 2019

New Courses		Effective Term/Year
IRW130	Structural Steel Erection I	Fall 2019
TOTAL New Courses = 1		
New Degrees and Certificates		
TOTAL New Degrees and Certificates = 0		
Modified Courses		
MAT121	Intermediate Algebra, Standard	Fall 2019
WLD128	Introduction to Structural Drawings and AutoCAD	Fall 2019
TOTAL Modified Courses = 2		
Modified Degrees and Certificates		
TOTAL Modified Degrees and Certificates = 0		
Deleted Courses		
AJS072	CCW Certification Renewal	Fall 2019
AJS122	Traffic Control	Fall 2019
AJS124	Defense Tactics	Fall 2019
AJS140	Communications in Law Enforcement	Fall 2019
AJS229	Criminal Justice Training	Fall 2019
ART213	Life Drawing II	Fall 2019
CHI101	Elementary Chinese I	Fall 2019
CHI102	Elementary Chinese II	Fall 2019
CHI115	Conversational Chinese for Non-Native Speakers	Fall 2019
CIS216	Java Programming	Fall 2019
HMC200	Comparative Cultures and Society	Fall 2019
MAT089	Excursions in Mathematics	Fall 2019
MAT089A	Excursions in Mathematics-A	Fall 2019
SPA117	Latin American Culture and Spanish Conversation I	Fall 2019
SPA118	Latin American Culture and Spanish Conversation II	Fall 2019
TOTAL Deleted Courses = 15		
Deleted Degrees and Certificates		
TOTAL Deleted Degrees and Certificates = 0		
TOTAL CURRICULUM CHANGES APPROVED BY CURRICULUM COMMITTEE = 18		

10. Approve External Funded Budgets

The College has several external entities that provide funding through grants which are awarded, often, at various times during the fiscal year. As these occur, the Board approves these external budgets. Additionally, some external budgets need revisions for various reasons such as changes to programming, staffing vacancies, or other expenses and savings that were not anticipated when the budgets were originally approved. There are a total of twenty-eight approvals necessary as noted below.

Calendar year 2018-2019 budget:

111	FEDERAL COLLEGE WORKSTUDY	160,078
112	F.S.E.O.G.	141,582
113	PELL	15,000,000
119	ADOE ABE IEL/CE + TRAINING	20,000
120	ADOE ADULT EDUCATION WORKFORCE SYSTEMS	19,906
127	US DOE - TRIO	413,744
129	US DOL - TAACCCT	1,200,954
131	ADOE ADULT BASIC ED PROF LEARNING	66,352
137	USDA/NIFA-HIS PROJECT PUENTE	74,186
143	ADULT BASIC FORMULA	143,057
144	ADULT BASIC FORMULA C/O	68,834
145	WORKFORCE DEVELOPMENT	774,564
146	STATE AID FOR STEM & WORKFORCE	96,500
150	A.D.O.C. - ARIZONA STATE PRISION	941,630
151	SMALL BUSINESS DEVELOPMENT 2018	86,216
154	USDOE TRIO UPWARD BOUND	351,109
155	USDOE NAU GEAR UP	224,298
157	ADE ADULT ED - STATE FUNDING ELAA	67,840
158	ADE ADULT ED - FEDERAL FUNDING ELAA	47,004
159	ADE ADULT ED - FEDERAL FUNDING ABE/ASE	375,374
160	ADE ADULT ED - STATE FUNDING ABE/ASE	86,947
162	FTF PROFESSIONAL REWARDS	287,900

163	AZ DES - CDA CHILD CARE	915,976
171	CENTRAL ARIZONA COLLEGE FOUNDATION	470,000
179	ADOC - SECOND CHANCE TECH GRANT	112,577
188	SEE4VETS	14,741
194	NSF/ATE ADVANCED WELDING & JOINING	67,103
197	ASU-NSF ENG EXCELLENCE GRANT	48,649
	SUBTOTAL	\$22,277,121

Upon motion of Mrs. Christensen and seconded by Mr. Yarrington, Consent Agenda Items Numbers 5 – 10 were approved as presented. Motion carried unanimously.

11. Policies for Second Reading & Adoption

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

- Research & Integrity
- Purchasing & Contracts
- Intellectual Property
- Architect & General Contractor Selection
- Copyright
- Employee Probationary Period

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

12. Naming of Sundt Training Center

Dr. Mary Kay Gilliland presented a proposal to name the newly donated concrete pad in the V Building area “Sundt Training Center” in acknowledgement of the significant financial and other donations made by Sundt, and of their valuable partnership with CAC’s Skilled Trades Division.

Upon motion of Mr. Yarrington and seconded by Dr. Banks, the proposal to name the new concrete pad at the Signal Peak Campus was approved. Motion carried unanimously.

13. Policies for First Reading

Brandi Clark presented the following policies for first reading:

- Conflict of Interest
- Use of Facilities
- Equal Employment Opportunity
- Outside Employment or Professional Activity
- Political Activity
- Reduction in Force

Dr. Banks requested that verbiage be included in the Reduction in Force Policy to indicate any recommendations for a reduction in force are to be shared with the Governing Board prior to approval.

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

10. Arizona Association of Community College Trustees Report

Dr. Banks reported that the AACCT had not met since last report but asked if a substitute can attend the meetings should she not be available to attend. Mr. Gibson suggested that Dr. Banks contact any of the Board members should the need arise.

15. Report from College President District Update

- CAC has received a \$2.4 million-dollar Title V grant from the U.S. Department of Education to help with Guided Pathways implementation.
- CAC has received a \$300,546 CAMPIS grant from the U.S. Department of Education to provide child care assistance to low income students.
- Dr. Elliott has met with 101 employees to date and reported that she is learning most employees love working at CAC and truly care about student success. We have some opportunities for improvements such as strengthening customer service skills, streamlining processes, and providing more opportunities for internal upward mobility.
- Dr. Elliott is re-engaging in conversations with Lucid Motors providing the new Vice-President of Global Operations with a tour of our facilities and an overview of the academic program.
- Sundt Training Center ribbon cutting on October 30th.

16. Business Affairs Report

Chris Wodka reported on the following:

16.1 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
SAVE Contract #: 151148	Janitorial Supplies 2018-2019 Waxie Sanitary Supply, Mesa, AZ	District	Budget Amount	\$91,309.92 \$ 25,000.00
AZ State Contract #: ADSP017-170070	Remove/Install Curbtender Body on Garbage Truck Auto Safety House, Phoenix, AZ	SPC	Budget Amount	\$57,650.00 \$57,650.00
RFP#: 1213-027	Food Service A'viands, LLC, Atlanta, GA	District	Budget Amount	\$410,000.00 \$410,000.00
Single Source	Network Support and Systems Services Consulting Avvid Consulting, Gilbert, AZ	District	Budget Amount	\$205,400.00 \$40,000.00
Sole Source	Blackboard Collaborate Blackboard, Inc., Washington DC	District	Budget Amount	\$598,405.40 \$51,539.76
RFQ#: 1819-006	5 Forest Green Golf Carts Robinson Golf Car Supply, Apache Junction, AZ	District	Budget Amount	\$20,500.00 \$20,183.50
Single Source	Oracle Service Extension Oracle Corp, Redwood Shores, CA	District	Budget Amount	\$546,865.64 \$33,545.30
Single Source	Trust Edge Leadership Instruction Horsager Leadership, Inc., Stillwater, MN	District	Budget Amount	\$50,000.00 \$33,500.00

16.2 ERP Update

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 a summary of the ERP-related project status for the Board since September's meeting.

- HR, Payroll, and Finance for CNF (CampusNexus Finance)
 - CAC and CampusManagement are progressing towards the new go-live date on January 1st
 - CAC functional teams and CampusManagement have closed out many issues the last several weeks
 - CAC and CampusManagement will review outstanding items on 10/10
 - CampusManagement consultants continue their on and offsite support for CNF
 - Employee trainings are scheduled for the end of November and first part of December
- Student Services for CNS (CampusNexus Student)
 - CAC and CampusManagement are testing the 25Live integration for Summer and Fall 2018, including placement of ITV courses
 - CAC and CampusManagement have signed off on Blackboard integration requirements. Work is progressing for mid-October testing and delivery
 - CAC and CampusManagement meet regularly to prioritize, discuss, and resolve issues since go-live November 2017

- Note that some of the issues are new and not related to go-live
- CRM (Customer Relationship Management System)

This mass communication routing, tracking, and event management database went live in June 2.

16.3 Intergovernmental Agreements

A list of intergovernmental agreements that the College has entered into during the period of January 1, 2018 and June 30, 2018 was provided to the Governing Board.

17. Monitoring Reports

Board Outcomes 2: Access: Ensure all Pinal County residents have access to high-quality innovative educational programs and opportunities for advanced degrees.

Dr. Jenni Cardenas and Dr. Mary Kay Gilliland gave an update to the Board on the following. Power point included in Board packet. Recent and planned improvements were reported.

- 2.1 Percent In-District Enrolling
- 2.2 Percent Underserved Enrolled
- 2.3 Enrollment
- 2.4 Dual Enrollment
- 2.5 Percent of Credits via Alternative Delivery
- 2.6 Number of Four-Year Pathways

Meeting adjourned at 3:18 p.m.

APPROVED:

Rick Gibson, Board President

ATTEST:

Dan Miller, Secretary/Vice President