

MEETING MINUTES
Arizona Western College
District Governing Board Meeting
Regular Meeting 12 pm
Frances Morris Boardroom - Yuma Campus and Via Zoom
January 18, 2024

Board Members Present: Board President Dennis Booth, Board Secretary Olivia Zepeda and Richard Lamb*

Board Member present by phone, Zoom: Dr. Kenneth MacFarland, Maria Chavoya

Board Member Absent: None

***Quorum confirmed**

Others Present within Boardroom: (20)

Dr. Daniel Corr, President	Assistant
Ashley Herrington, Chief of Staff	Katheline Ocampo, Chief Human Resources Officer
Bryan Doak, Vice President for Student Services	Noemi Barraza, Executive Administrative Assistant to the President's Office
Dimercia Poulain, Student Government Association President	Student of the Month, Adail Corona
Dr. Joann Chang, Executive Director & Dean of Healthcare Programs	Richard Hernandez, Conference and Events Technician
Dr. Kathleen Iudicello, Vice President of Learning Services	Conference and Events Intern
Karen Davila, Executive Administrative	Shara Skinner, Student Activities

Others Present within on Zoom: (11)

Susanna Zambrano	Jodi Trout
Renee Macaluso	Nickzel Lezama
Annie Welker	Desiree Gunderman
Renee Munoz	Kimberly Trujillo
Michelle Landis	Noemi Barraza
Michael Ortega	

Community Member Present by Zoom: (1) Shelly Barron

Others Present within Boardroom: (0)

Call to Order: Board President Dennis Booth called the Regular Meeting to order at 12:03pm.

The Pledge of Allegiance: Led by Board President Dennis Booth.

Adoption of Agenda: The agenda for the January 18, 2024, meeting is presented for approval.

Motion by Olivia Zepeda, seconded by Dr. Kenneth MacFarland

Final Resolution: Motion Carries

Yea: Dr. Kenneth MacFarland, Maria Chavoya, Richard Lamb, Olivia Zepeda, and Dennis Booth

Nay: None

Approval of Regular Meeting Minutes: December 4, 2023, Board Regular and Workshop Meeting Minutes presented for approval.

Motion by Olivia Zepeda, seconded by Maria Chavoya

Final Resolution: Motion Carries

Yea: Dr. Kenneth MacFarland, Maria Chavoya, Richard Lamb, Olivia Zepeda, and Dennis Booth

Nay: None

Election of Board Officers: 2024-2025 Board Officers.

Motion by Maria Chavoya for the continuance of current Board leadership of service with Dennis Booth as Chair of the Board, and Olivia Zepeda as Secretary of the Board. Maria Chavoya as AACCT Delegate.

Motion seconded by Olivia Zepeda.

Final Resolution: Motion Carries

Yea: Dr. Kenneth MacFarland, Richard Lamb, Maria Chavoya, Olivia Zepeda and Dennis Booth

Nay: None

Abstain: None

Call to the Audience:

No one approached the call to the audience

District Governing Board Action Item

Action Item #1 – Consideration to Approve Updated District Governing Board Bylaws – Presented by Dennis Booth

Motion by Olivia Zepeda seconded by Maria Chavoya

Final Resolution: Motion Carries

Yea: Dr. Kenneth MacFarland, Maria Chavoya, Olivia Zepeda, Richard Lamb and Dennis Booth

Nay: None

Abstain: None

Summary

The District Governing Board is the publicly elected Governing Body of the five Districts representing La Paz and Yuma counties. Individual Community College District Governing Boards are responsible for the adoption of and adherence to Bylaws based on current ARS directives from Title 15, Chapter 12, and other chapters as applicable. The Arizona Western College District Governing Board hereby accepts its roles, powers, responsibilities, and duties, and further commits to fulfilling such by adopting and applying the following set of BYLAWS as a basis for its policy-making and non-operational functions.

Employee Reports

Student Government Association, Presented by Dimercia Poulain

Ms. Dimercia Poulain, President of SGA, reported on behalf of Student Government Association. She is a sophomore and enrolled in an engineering program here at Arizona Western College. Student Helping Students this first week of the Spring semester. Upcoming events include black history month in February.

Student of the Month, Presented by Dr. Kathleen Iudicello

Dr. Iudicello welcomed the Board.

She introduced Marlie Meza, Biology Faculty, to share about a project featured in the October Faculty Report related to a Biology lab her students participated in the year-long genome project using EmbarkDNA Kits to collect and test dog DNA.

She then invited Dawn Whinnery to join her and recognize Student of the Month, Adail Corona. Ms. Corona was recognized as an engaged student who leads by example in her classes. Ms. Corona was

welcomed to share her future plans. She shared her plans to transfer to Yuma to pursue a bachelor's in Psychological Sciences with a goal to also obtain a Master's Degree in Clinical Psychology. She wants to support the health of the local community, and shared that as a Cibola High School graduate, she looks forward to continuing to serve locally and inspiring more students interested in Psychology.

Action Items

Action Item #1 – Human Resources, Consideration to Approve Candidates for Exempt Positions – Presented by Katheline Ocampo

The **Board took no action** on the Action Item presented.

Summary –

No Positions were presented. Ms. Ocampo shared recent training and professional development sessions including Conflict Resolution, Strategies for a Successful Appraisal Experience, Engaging Ideas Book Club Discussion (Chapter 7: Helping Students Read Mindfully Across Disciplines) and Exercise for Busy Bodies. Professional Development Day February 15 planning continues to be a rich day of learning together.

Action Item #2 – Consideration to Approve New Curriculum – Presented by Reetika Dhawan
Motion by Maria Chavoya, seconded by Olivia Zepeda.

Final Resolution: Motion Carries

Yea: Dr. Kenneth MacFarland, Maria Chavoya, Olivia Zepeda, Richard Lamb and Dennis Booth

Nay: None

Abstain: None

The **Board Approved** the Action Item as Presented.

Summary-

Career and Technical Education and Workforce Development is requesting to add Courses and Certificates:

New Curriculum proposed in:

1. CERT.HLS. Homeland Security
2. CERT.PAG. Precision Agriculture
3. CERT.IRR. Irrigation Management
4. CERT.FCX. Fortinet Certified Expert
5. CERT.FCA. Fortinet Certified Associate Cybersecurity
6. CERT.FCS. Fortinet Certified Solution Specialist
7. CERT.FCP. Fortinet Certified Professional Cybersecurity

Upon successful completion of the course, individuals will be eligible to receive a certificate through AWC. The Cybersecurity program has a high interest within the community and outside the county to be supporting programming both in person and online.

Action Item #3 – Consideration to Approve 2024-2025 Budget Assumptions – Presented by Ross Poppenberger
Motion by Dr. Kenneth MacFarland seconded by Olivia Zepeda

Final Resolution: Motion Carries

Yea: Dr. Kenneth MacFarland, Maria Chavoya, Olivia Zepeda, Richard Lamb and Dennis Booth

Nay: None

Abstain: None

Discussion prompted by Dr. MacFarland of the increase of FTSE as 5300, an increase from last Fiscal Year, and that growth in a time when the national trend for enrollment is in decline, and is also seen across the state among similar institutions. Dr. Corr noted his plan to return to this topic in his closing comments.

The **Board Approved** the Action Item as presented.

Summary-

The District Governing Board reviews and provides direction in the development of budget assumptions for the next fiscal year. The administration has drafted the Fiscal Year 2024-2025 Budget Assumptions in guidance of the 2024-2025 Budget.

Action Item #4 -Consideration to Enter into an Intergovernmental Agreement with Bicentennial Union High School District #76 for Dual-Credit Courses – Presented by Ross Poppenberger

Motion by Maria Chavoya, seconded by Olivia Zepeda

Final Resolution: Motion Carries

Yea: Dr. Kenneth MacFarland, Maria Chavoya, Olivia Zepeda, Richard Lamb and Dennis Booth

Nay: None

Abstain: None

The **Board Approved** the Action Item as presented.

Summary-

AWC has been providing Dual-Credit and Concurrent credit courses in La Paz County since 2015. Research shows that college-in-high school programs like dual enrollment, concurrent enrollment, and early college high school improve college transitions, persistence, and completion, especially for students traditionally underrepresented in higher education.

Bicentennial Unified School District would like to enter into an Intergovernmental Agreement to provide dual credit courses at Salome High School. This Intergovernmental Agreement allows Arizona Western College to articulate curricula and offer high school students the opportunity to earn college credit while still in high school. This agreement is for 1 year.

Action Item #5 – Consideration to Approve the Amendment to the Memorandum of Understanding between Arizona Western College and Arizona State University – Presented by Ross Poppenberger

Motion by Maria Chavoya, seconded by Olivia Zepeda

Final Resolution: Motion Carries

Yea: Dr. Kenneth MacFarland, Maria Chavoya, Olivia Zepeda, Richard Lamb and Dennis Booth

Nay: None

Abstain: None

The **Board Approved** the Action Item as presented.

Summary-

This Amendment of the Memorandum of Understanding was approved in March 2020 and

established a partnership between Arizona Western College and Arizona State University. The MOU grants Arizona State University a license permitting KAET to install, operate and maintain certain microwave relay equipment on the Matador Activity Center (MAC) Facility roof top tower and in Room 161 of the same building. The Amendment continues service through the equipment important to support KAWC broadcasting through equipment installed at the MAC and Telegraph Pass.

The length of the Amendment is through December 31, 2027, and may be renewed upon mutual written agreement for an additional three-year term.

Action Item #6 – Consideration to Approve Construction Services – Presented by Ross Poppenberger
Motion by Richard Lamb, seconded by Olivia Zepeda

Final Resolution: Motion Carries

Yea: Dr. Kenneth MacFarland, Maria Chavoya, Olivia Zepeda, Richard Lamb and Dennis Booth

Nay: None

Abstain: None

The **Board Approved** the Action Item as presented.

Summary-

The college is seeking approval to enter into Construction contract services for remodeling services for the new College Transfer Center in the recently vacated bookstore space. This Center will support the BHAG and centralize student support between AWC and our co-located local university partners. The scope of work will modify and upgrade the existing space with offices, student registration space, conference room, restrooms and storage. The area will have a grand entrance on the North side of the 3C building and have windows on the Eatery side and Starbucks side. The total construction cost for the Transfer Hub remodel will not exceed \$1,500,000.00.

Purchases exceeding \$50,000 require District Governing Board approval per the College's Purchasing Procedure (Procedure 337.1).

Action Item #7 – Consideration to Approve Revision to Policy 337 – Presented by Ross Poppenberger
Motion by Maria Chavoya, seconded by Richard Lamb

Final Resolution: Motion Carries

Yea: Dr. Kenneth MacFarland, Maria Chavoya, Olivia Zepeda, Richard Lamb and Dennis Booth

Nay: None

Abstain: None

The **Board Approved** the Action Item as presented.

Summary-

Policy 337 outlines the Institutions Purchase Limit set at \$50,000 for District Governing Board Approval since 1992. It is recommended to update Policy 337 Purchase Limit be increased to \$250,000 for District Governing Board Approval.

Procedure 337.1 to be updated based on this increased value, with new purchasing limits to be defined within the Purchasing Manual.

Action Item #8 – Consideration to Approve Vouchers for November and December 2023– Presented by Ross Poppenberger

Motion by Olivia Zepeda seconded by Richard Lamb

Final Resolution: Motion Carries

Yea: Dr. Kenneth MacFarland, Maria Chavoya, Olivia Zepeda, Richard Lamb and Dennis Booth

Nay: None

Abstain: None

The **Board Approved** the November and December Vouchers as presented.

Summary-

Summary of Revenues and Expenditures for the Month Ended November 30, 2023 - Operational and Capital Funds

Summary

The result of fiscal operations for the month ended November 30, 2023, indicated that revenues* exceeded expenses. On November 30, 2023, the cash balance was \$18,029,012 compared to \$25,070,376 on the same date last year.

Operational - Fund "O"

The District received 50% of its anticipated revenues and expended 39% of its budgeted expenditures, compared to 52% and 37%, respectively, last year. Compared to 11,343 credit hours billed to students last year, this year 14,241 credit hours were active high school students. These students are billed \$25 per credit instead of \$94 per credit. The AWC community betterment plan has resulted in \$982,646 or 2% of anticipated revenues to support the education of youth in the community.

Capital - Fund "6"

The District does not budget Capital revenues. For the current fiscal year, the District has expended 53% of its budgeted expenditures, compared to 10% last year.

*Yuma/La Paz Counties taxes received through October 31, 2023 at November 30, 2023.

Summary-

Summary of Revenues and Expenditures for the Month Ended December 31, 2023 - Operational and Capital Funds Summary

Summary

The result of fiscal operations for the month ended December 31, 2023, indicated that expenses exceeded revenues*. On December 31, 2023, the cash balance was \$15,450,374 compared to \$21,527,158 on the same date last year.

Operational - Fund "O"

The District received 61% of its anticipated revenues and expended 49% of its budgeted expenditures, compared to 58% and 46%, respectively, last year. Compared to 12,082 credit hours billed to students last year, this year 15,850 credit hours were active high school students. These students are billed \$25 per credit instead of \$94 per credit. The AWC community betterment plan has resulted in \$1,093,667 or 2% of anticipated revenues to support the education of youth in the community.

Capital - Fund "6"

The District does not budget Capital revenues. For the current fiscal year, the District has expended 60% of its budgeted expenditures, compared to 10% last year.

*Yuma/La Paz Counties taxes received through November 30, 2023, at December 31, 2023.

President’s Reports

Student Services, Presented by Bryan Doak

Mr. Doak welcomed the Board. He introduced Military and Veteran Services Director Rebecca Cordero-Torres. Active Military, Spouses and their dependents are 10% of the student population at AWC.

Ms. Cordero-Torres featured resources focused on supporting this student population across the District. Access to educational resources is an important resource military students and their families are interested in access to lead to success and support a career for these professionals following their military service. The lounge serves as a safe and positive space for these students, seek support if a hot meal is needed and counsel and support as needed. This is also a great space to hear first-hand stories and experiences from deployments, which is referred to as “the most important stories to hear”.



What's happened since Sept 2022?

- We have given out 21 Meal grants to Veterans for a hot meals with Sodexo-Funded BY AZDVS.
- We support the Spouses Tuition Scholarship funded by the Arizona Board of Regents
- Support Vetting students for the recently awarded Congressional Grant for our Allied Health area under Dr. Chang
- Submitted Application for 2024/2025 Military Friendly award, this time eyeing a tiered recognition
- Veteran Art Program
- Annual Stole Ceremony



Numbers by Area- Certifications Processed

Academic School Year 2022/2023 <small>(FALL, SPRING, SUMMER)</small>	Academic School Year Fall 23-Present
<ul style="list-style-type: none"> • Veteran Benefit Students <ul style="list-style-type: none"> • Post 911- 344 • Montgomery- 15 • DEA- 213 • VOC REHAB- 36 • Active Duty <ul style="list-style-type: none"> • TA – 381 • Reserve (1606) - 5 • MYCAA 16 	<ul style="list-style-type: none"> • Veteran Benefit Students <ul style="list-style-type: none"> • Post 911- 119 • Montgomery-15 • DEA- 98 • VOC REHAB- 37 • Active Duty <ul style="list-style-type: none"> • TA- 179 • Reserve (1606) - 4 • MYCAA 28

Closing Items:

Dr. Corr shared closing remarks of thanks for Chair Booth, Secretary Zepeda and ACCT/AACCT Delegate Chavoya for service roles on behalf of the District Governing Board.

In an Athletics program update, the women’s basketball team is on a 14-in-a-row league play and undefeated Conference to date. Proud of the Men’s Basketball team who have continued to play strong.

Dr. Corr reflected on how the Mission statement focus on transforming lives and this agenda reflects those partnerships at play. He will travel with the Yuma Regional Medical Center COO to Siemens in partnership with the upcoming Allied Health Center. Parnterhips at play in curriculum presented to sharing faculty members with local partners, STEDY, and industry partners in Cyber security.

The importance of Partnerships is also featured in the IGA with Salome High School and ASU which also show multiple forms and ways to support needs across the Districts.

In Budget preparation, the Governor’s proposed budget calls for \$1.9m decrease in funding to Arizona Western College; while the Budget is in proposal form, our College Budget preparation is in draft form.

Dr. Corr referenced the unique scenario of enrollment at AWC, with our current enrollment growth at 14% today, year over year. The Dual-Enrollment growth plays a critical role in this growth and is made possible through the support of the District Governing Board to support the college-going culture through a tuition rate of \$25 credit-hour. When the District Governing Board supported this move, there was a 640% increase in Dual-Enrollment enrollment, and is on its way to being close to 1 in 5 students being a Dual-

Enrollment student. The growth of this speaks to the success of the Outreach team, faculty who are supporting High School teachers and resources, and the college committed to supporting all students.

The college's commitment to making college access possible for all citizens has been recognized by Governor Hobbs and Education Forward Arizona. He shared a video from the Fall 2023 EdForward event that recognized AWC with the North Star Award.

Dr. Corr referenced the enrollment growth through CTE and at the Wellton Advanced Manufacturing Center to pair workforce needs with industry demands and meet the interests of our local community.

Ms. Zepeda shared her appreciation to growth and bringing advertising in Spanish to better integrate those where Spanish is their primary language. That will be a part of us all reaching the BHAG.

Ms. Chavoya shared the improvements in the accessibility her own family, who are choosing to engage with education. She shared she believes this work has changed this community.

Dr. MacFarland referenced the Dual-Enrollment funding available and Dr. Corr noted the \$15M one-time allocation from the Governor's Office available to Arizona Community Colleges offering Dual-Enrollment to reimburse eligible Dual-Enrollment courses for a single-year reimbursement to the College

Next Meeting: The next scheduled meeting will be Tuesday, February 13 at 10 am with the next Regular meeting conducted both in-person and via Zoom and at the Frances Morris Boardroom at the Yuma Campus.

Motion by Olivia Zepeda seconded by Maria Chavoya

Final Resolution: Motion Carries

Yea: Dr. Kenneth MacFarland, Maria Chavoya, Richard Lamb, Olivia Zepeda, and Dennis Booth


Nay: None

Abstain: None

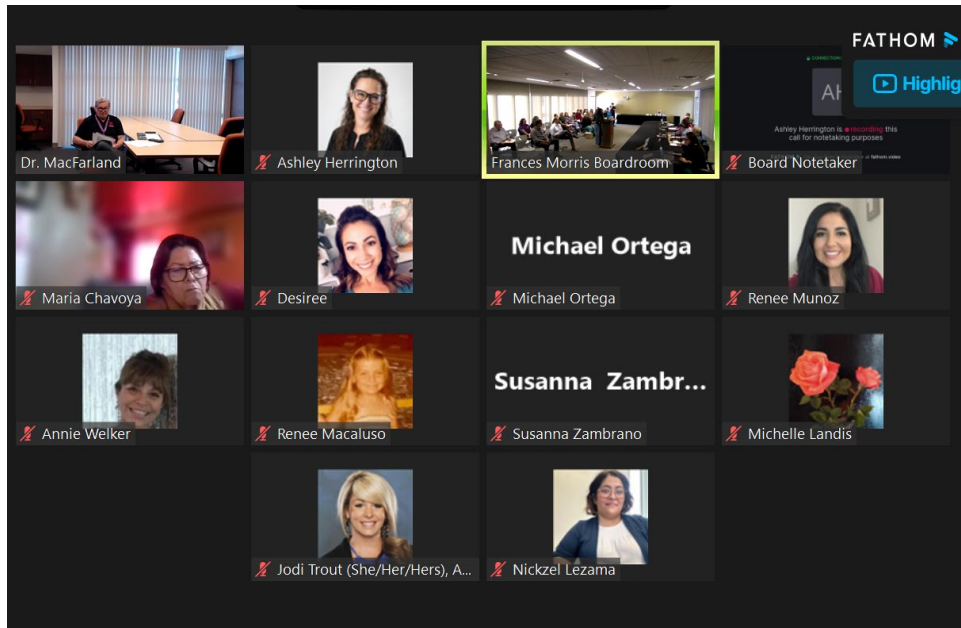
The Board **Approved** the next meeting date and final matters of the meeting. The meeting adjourned at 1:23 pm.

Adjourn: The meeting matters were complete.

Respectfully submitted,


Ashley B Herrington, Recording Secretary

Attendance at 12:04 pm



Attendance at 12:30 pm

