

MEETING MINUTES
Arizona Western College
District Governing Board Meeting
Regular Meeting 12 pm
San Luis Learning Center Campus and Via Zoom
October 15, 2024

Board Members Present: Board President Dennis Booth, Board Secretary Olivia Zepeda, Maria Chavoya
Board Member present by phone, Zoom: Dr. Kenneth MacFarland and Brad Sale
Board Member Absent: None

Others Present within San Luis Learning Center Meeting Room Boardroom: (20)

Dr. Daniel Corr, President
Ashley Herrington, Chief of Staff
Alan Lopez, IT Support
Bryan Doak, Vice President for Student Services
Cinthia Alvarez, Dean of Career and Technical Education
Dr. Cris Gordon, Associate Dean, Instructional Development and Student Learning Experience
Daniel Herrera, Communications Faculty
Dr. Kathleen Iudicello, Vice President of Learning Services
Dr. Sara Amani, Communications Faculty
Gabriela Roldan, South Yuma County Support
Katheline Ocampo, Chief Human Resources Officer
Laura Sandigo, Executive Director of Campus Life
Lori Stofft, Vice President of Advancement
Maria Guzman, Advising and Student Services Coordinator
Omar Heredia, Advising & Student Services Coordinator
Scott Estes, Chief Information Officer
Stephen Suho, Chief of Police
Steve Eckert, Director of Facilities
Victor Mata, IT Support

Others Present by Zoom: (13)

Noemi Barraza, Executive Administrative Assistant	Jorge Ramirez, Student Government Association
Melinda Rico, Financial Aid Disbursement Specialist	Czarina Gallegos, Director of Financial Services
Jennifer Ericson, Director of Corporate Training	Renee Munoz, Executive Administrative Assistant
Patrick Brown, Coordinator of IT Stackable Certifications	Sandra Rodriguez, Human Resources
Kimberly Trujillo, Director of Human Resources	Randy Hartless, Associate Dean of La Paz County Services
Miguel Alvarez, Associate Dean	Sal Urena, Director of Facilities
Dr. Monica Ketchum-Cardenas, Faculty	

Community Members Present by Zoom: (0)

Community Members Present in room: (3)

Leticia Anaya, Principal of San Luis HS, Heather Madrigal VP of Student Activities at San Luis High School; Matias Rosales City Council Member

Call to Order: Board President Dennis Booth called the Regular Meeting to order at 12:02 pm.

Adoption of Agenda: The agenda for the October 15, 2024, meeting presented for approval.

Motion by Olivia Zepeda, seconded by Dr. Kenneth MacFarland

Final Resolution: Motion Carries

Yea: Dr. Kenneth MacFarland, Brad Sale, Maria Chavoya, Olivia Zepeda, and Dennis Booth

Nay: None

Adoption of Minutes: The minutes of September 11, 2024, meeting presented for approval.

Motion by Olivia Zepeda, seconded by Maria Chavoya

Final Resolution: Motion Carries

Yea: Dr. Kenneth MacFarland, Brad Sale, Maria Chavoya, Olivia Zepeda, and Dennis Booth

Nay: None

Call to the Audience: No one responded to the Call of the Audience.

District Governing Board - Oath of Office for Ms. Maria Chavoya, District #5

Ms. Maria Chavoya completed her Oath of Office for District 5, based on the Oath Documentation from Yuma County Administrative Offices.

College Reports

Student Government Association, Presented by Jorge Ramirez

Jorge Ramirez, the SGA President for the 2024-25 school year, introduced himself as a second-year student double majoring in political science and psychology. Jorge provided an overview of recent and upcoming activities by the Student Government Association (SGA) at AWC.

Past Events: The Ping Pong Tournament was hosted at the MAC to attract new members and provide students with a fun, shared experience. On September 17, SGA held Constitution Day with interactive games that engaged students and tested their constitutional knowledge. On September 25, SGA organized a Salsa Contest to celebrate Hispanic Heritage Month by showcasing the flavors of delicious food

Upcoming Events: From October 21-25, Arizona Western College will be hosting events in celebration of National Transfer Student Week. Students will explore transfer options, speak with representatives from Arizona's state universities, gain skills in financial literacy, and connect with employers from the Yuma community. Additionally, SGA is participating in Strategic Planning sessions to ensure student feedback in this ongoing college planning process.

Jorge concluded by expressing gratitude for the opportunity to provide updates and affirmed SGA's commitment to contributing positively to the board in the future.

Classified Employee Association, Presented by Gabe Urena

No report was given

Faculty Senate Association, Presented by Dr. Monica Ketchum-Cardenas

Dr. Ketchum-Cardenas presented updates from the 2024/25 Faculty Senate Association with representatives from across the college and various programs and campus locations. She provided an update from the Faculty Senate for the 2024-2025 academic year, highlighting key areas of leadership, strategic initiatives, and faculty accomplishments.

Leadership for 2024-2025: Dr. Eric Lee (President) and Dr. Kristine Duke (Vice-President) and Dr. Monica Ketchum-Cardenas (DGB and CGC Rep) lead the Faculty Senate, along with representatives and senators across various departments, ensuring faculty representation and governance at Arizona Western College.

Strategic Initiatives: The Senate supports critical efforts such as the Strategic Planning process, the Excelencia Initiative, and determining new Faculty Minimum Qualifications. It is also engaged in modernizing faculty onboarding through the Re-envisioning Faculty Start-up project and enhancing faculty recognition efforts.

Student Support and Advocacy: Faculty continue to champion student engagement, particularly through events like the 4th Annual Soroptimist Dream It, Be It Conference and the LeadHERship Workshop focused on building healthy relationships and advocating against domestic violence.

Faculty Development and Scholarship: The Senate has introduced a Faculty Senate Canvas to centralize communication and resource sharing. Additionally, several faculty members have showcased their expertise at national and international forums. Notably, Prof. Scott Donnelley led workshops at the American Chemical Society and the Biennial Conference on Chemical Education, contributing to the advancement of science education. Dr. Monica Ketchum-Cardenas presented at prominent historical conferences, focusing on Indigenous sovereignty and global movements such as the Land Back initiative, reflecting Arizona Western College's commitment to fostering a global perspective within the faculty body.

This report highlighted the ongoing dedication of the Faculty Senate to improving both academic and college outcomes while celebrating the scholarly contributions of its members.

Action Items

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

Motion by Maria Chavoya seconded by Dr. Kenneth MacFarland

Final Resolution: Motion Carries

Yea: Dr. Kenneth MacFarland, Brad Sale, Maria Chavoya, Olivia Zepeda, and Dennis Booth

Nay: None

Abstain: None

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

Summary –

- Hymavathi Gummudala, Technical Research Analyst
- Jeffery Wilbur, Financial Aid Coordinator/Assistant Women's Basketball

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, Brad Sale, Maria Chavoya, Olivia Zepeda and Dennis Booth

Nay: None

Abstain: None

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

Summary-

New Certificates proposed in:

- CERT.LGS2 Foundational Planning, Procurement, and Service Operations – 3 credits
- CERT.LGS3 Overview of Supply Chain Principles with U.S.-Mexico Border Emphasis – 3 credits
- CERT.EVS Electric Vehicle (EV) Safety Certificate – 6 credits
- CERT.EVT Electric Vehicle (EV) Technician Level 1 Certificate – 7 credits

Action Item #3 – Consideration to Accept Payment- Presented by Dr. Daniel Corr

Motion by Maria Chavoya, seconded by Olivia Zepeda

Final Resolution: Motion Carries

Yea: Dr. Kenneth MacFarland, Brad Sale, Maria Chavoya, Olivia Zepeda and Dennis Booth

Nay: None

Abstain: None

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

Summary-

The College administration recommends that the District Governing Board authorize the College to accept a payment not to exceed \$ 5,500,000.00 from Yuma Regional Medical Center/Onvida Health to benefit health programs.

Action Item #4 - Consideration to Approve Electrical Repair Services- Presented by Dr. Daniel P. Corr

Motion by Maria Chavoya, seconded by Olivia Zepeda

Final Resolution: Motion Carries

Yea: Dr. Kenneth MacFarland, Brad Sale, Maria Chavoya, Olivia Zepeda and Dennis Booth

Nay: None

Abstain: None

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

Summary-

The college is seeking approval to purchase services from Pilkington Construction Company to continue the 12.47kV electrical repairs this 2024 winter break. This final phase of this repair will require shutting down the entire Yuma Campus electrical system on December 21, 2024, through December 24, 2024. The total cost for repairs will not exceed \$250,000.

Action Item #5 - Consideration to Approve Roof Restoration Services- Presented by Dr. Daniel P. Corr

Motion by Olivia Zepeda, seconded by Dr. Kenneth MacFarland

Final Resolution: Motion Carries

Yea: Dr. Kenneth MacFarland, Brad Sale, Maria Chavoya, Olivia Zepeda, and Dennis Booth

Nay: None

Abstain: None

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

Summary-

The college is seeking approval for professional services from Progressive Roofing to perform roof restoration on various buildings at the Yuma campus. These facilities include the Gym, outbuildings, a section of the Learning Resources roof and four cottage facilities. Quality roof maintenance is key to preventing problems and keeping the roof in watertight condition. Early identification and repair will help provide a long-lasting roof system and save Arizona Western College money. The total cost of repairs will not exceed \$261,954.

Action Item #6 – Consideration to Approve Vouchers for September 2024– Presented by Dr. Daniel P.

Corr

Motion by Maria Chavoya, seconded by Olivia Zepeda

Final Resolution: Motion Carries

Yea: Dr. Kenneth MacFarland, Brad Sale, Maria Chavoya, Olivia Zepeda, and Dennis Booth

Nay: None

Abstain: None

The **Board Approved** the Voucher as presented.

Summary-

Fiscal Status Overview:

• **All Funds Cash Balance**

Fiscal Year End: \$74,774,031 ending 2024, compared to \$73,157,928 ending on August 31, 2023.

Monthly: \$56,614,613 September 30, 2024, compared to \$64,258,590 on September 30, 2023.

• **Monthly Operating Cash Balance:** \$11,432,115 September 30, 2024, compared to \$9,178,789 on September 30, 2023.

• **Current Strength:** For the month ended September 30, 2024, revenues exceeded prior fiscal year revenues by 5.4%.

• **Revenues vs. Expenses:** The District received 18% of anticipated revenues, with 23% of the budgeted expenditures spent.

Fiscal Revenue Analysis:

• Year-over-Year Comparison Revenues:

o FY24/25 Actual Revenues: \$10,202,056

o FY23/24 Actual Revenues: \$9,679,823

o Percentage Change: An increase of approximately 5.4% in actual revenues.

• Year-over-Year Comparison Expenditures:

o FY24/25 Actual Expenditures: \$16,234,378

o FY23/24 Actual Expenditures: \$19,195,113

o Percentage Change: A decrease of approximately 15.4% in actual expenses.

Enrollment Status:

• Current Enrollment: 69,401 credit hours billed to students.

• Comparison with Previous Year: Increased from 65,596 credit hours last year.

Early College Experience Highlights:

• Current Enrollment: 13,782 total credit hours, 9,678 are dual enrollment.

• Comparison with Previous Year: Reflects significant growth from 10,848 total credit hours, 6,294 are dual enrollment.

Detailed Financial Data & Key Observations:

1. Fiscal Strength: Despite a decrease in cash balance, the district maintains a strong fiscal position with revenues consistently outpacing expenses.

2. Revenue Growth: There is a notable increase in tuition revenue due to increased enrollment.

3. Enrollment Expansion: The growth in dual enrollment signifies a positive trend in student participation, providing significant savings to students and fostering community engagement.

Informational Item #1 – Informational Review – Purchases over \$50,000 – Presented by Dr. Daniel P. Corr

No Vote requested or cast.

Summary-

Since the Purchasing threshold increased from \$50,000 to \$250,000 per Procedure 337.1 in January,

the college committed to communicating purchases reviewed and approved over \$50,000 between District Governing Board meetings.

Department	Purchase	FY2024-2025 Cost	Fund Source
Facilities	Summa Mechanical Contractors Inc	\$203,132.62	From Facilities annual budget
Learning Services	Anatamage Inc	\$113,911.46	\$86,000 from Foundation Donation for Maker Space and \$27,911.46 from Maker Space annual budget

Spotlight on South Yuma County Presented by Susie Zambrano, Associate Dean of South Yuma County Susanna M. Zambrano, Associate Dean for South Yuma County Services, provided updates on key initiatives and developments for the South Yuma County campus and larger region.

Student Recognition:

Student of the Month: Teddy Valenzuela was honored for their leadership in the LeadHERship program and participation in community initiatives like the Walk Against Domestic Violence, contributing significantly to student services at the San Luis Learning Center. Teddy shared in her remarks her appreciation for the genuine support and care from the entire location staff and, she specifically recognized Dr. Sara Amani, for her advocacy for students.

Safety Enhancements: Emergency response updates include new keypad systems and emergency lockdown buttons installed at the San Luis Learning Center (SLLC) and San Luis Technology Institute (SLTI). Training has been scheduled to ensure preparedness.

Program Expansion: The English as a Second Language (ESL) program added five new sections, enrolling 107 students this fall, showcasing the strong demand for language education. Significant thanks to Ms. Laura Fregozo for her support of student demand and enrollment into the course. New programs in San Luis include a 6-month Logistics Program and a 1-year Medical Assistant Program, have been launched to address local workforce needs.

Adult Education: With high demand for adult education, the program has filled its evening section and has 40 students on the waitlist for morning sessions. Classes are set to begin in late October, emphasizing pathways for students to complete their high school education.

Leadership and Professional Development: Susanna Zambrano highlighted her participation in national leadership institutes and emphasized ongoing professional growth as part of the district’s leadership commitment.

Student Support Initiatives: The Student Lounge and Pantry project has been completed with \$100,000 in funding, aimed at enhancing student life through food provisions, in partnership with The Cubby, and an updated facility.

Upcoming Programs: The LeadHERship initiative continues with workshops scheduled throughout the fall semester, covering topics like career building, leadership, and personal growth.

The presentation underscored the College’s commitment to expanding educational opportunities, ensuring safety, and fostering a supportive environment for student success in South Yuma County.

Ms. Zepeda noted her thanks for supporting the comprehensive approach to serving students at this campus.

Closing Items:

Dr. Corr shared his anticipation for attending the ACCT Conference in Seattle, alongside Board Members Dennis Booth, Olivia Zepeda, and Dr. Kenneth MacFarland.

He highlighted two innovative projects, LeadHERship and Dr. Ellen's, both funded through the Innovation Fund.

Dr. Corr also mentioned the upcoming Legislative Town Hall to be hosted at the Quartzsite Learning Center.

He proudly noted that both the Men's and Women's Soccer programs are currently ranked in the top 5 of the NJCAA Soccer rankings, reflecting a strong season thus far.

The College will experience a transition in the CFO role, with interim support provided to the Finance and Business Office while the search for a new Vice President continues through the fall.

Dr. Corr expressed his desire to hold a Strategic Planning Board Workshop in December to gather continued feedback from the District Governing Board, as AWC enters the final phase of strategic planning for 2028.

The November District Governing Board meeting will focus on data, providing a detailed look at Early College Enrollment and overall enrollment growth across the College.

Dr. Corr emphasized the unique environment in San Luis, which creates a special and personalized experience for students and the community. This 'magic' resonates across the District Governing Board, staff, and students. Ms. Chavoya noted her immense pride in the College, particularly the South Yuma County team, for facing challenges with strength and a commitment to serving the community.

Ms. Zepeda echoed these sentiments, sharing how this important work deeply inspires her.

Next Meeting: The next scheduled meeting will be November 20, 2024, with the next Regular meeting conducted both in-person and via Zoom and at the Yuma Campus.

Motion by Olivia Zepeda seconded by Maria Chavoya

Final Resolution: Motion Carries

Yea: Dr. Kenneth MacFarland, Brad Sale, Maria Chavoya, 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 1:35 pm

Adjourn: The meeting matters were complete.

Respectfully submitted,


Ashley B Herrington, Recording Secretary