

MEETING MINUTES
Arizona Western College
District Governing Board Meeting
Regular Meeting 1 pm
Yuma Campus and Via Zoom
November 20, 2024

Board Members Present: Board President Dennis Booth, Board Secretary Olivia Zepeda, Maria Chavoya
Board Member present by phone, Zoom: Dr. Kenneth MacFarland
Board Member Absent: Brad Sale

Others Present within Frances Morris Boardroom: (20)

Dr. Daniel Corr, President
Ashley Herrington, Chief of Staff
Dr. Kathleen Iudicello, Vice President of Learning Services
Lori Stofft, Vice President of Advancement
Scott Estes, Chief Information Officer
Steve Eckert, Director of Facilities
Miguel Sanchez, Associate Dean of Reskilling
Cristina Gonzales, Dean of Advising
Kimberly Trujillo, Director of Human Resources
Czarina Gallegos, Interim Vice President of Finance and Administrative Services
Mandy Heil, Dean of Communications of Marketing
Cinthia Reyes, Interim Director of Nursing
Dr. Michelle Estes, Director of Teaching & Learning
Danny Marron, Professor of Psychology
Jane Peabody, Coordinator of Physical and Wellness
Dr. Joann Chang, Dean of Healthcare Programs
Stuart Gibson, Associate Dean Associate Dean Business, Education and Social and Behavioral Sciences
Paul Carter, Student of the Month
Kimberly Trujillo, Director of Human Resources
Dr. Monica Ketchum-Cardenas, Faculty Senate Association

Others Present by Zoom: (16)

Noemi Barraza, Executive Administrative Assistant	Sarah Herman, Director of Content Strategy and Development
Melinda Rico, Financial Aid Disbursement Specialist	Travis Mitchell, Marketing Director for Entrepreneurial College
Stephen Suho, Chief of Police	Gabriela Reyna, Graphic Designer
Adriana Perez, Associate Director of Purchasing	Luis Landeros, Creative Director
Renee Munoz, Executive Administrative Assistant	Ila Peterson, Faculty
Sandra Rodriguez, Human Resources	David Kern, Faculty
Susanna Zambrano, Associate Dean of South Yuma County Services	Todd Allen, Facilities
Sal Urena, Director of Facilities	Angel Madrigal, IT Support
Yanet Avila, Communications and Marketing	
Juliana Garcia, Assistant Controller	

Community Members Present by Zoom: None

Community Members Present in room: None

Call to Order: Board President Dennis Booth called the Regular Meeting to order at 1:01 pm.

Adoption of Agenda: The agenda for the November 20, 2024, meeting presented for approval.

Motion by Olivia Zepeda, seconded by Maria Chavoya

Final Resolution: Motion Carries

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

Nay: None

Adoption of Minutes: The minutes of October 15, 2024 meeting presented for approval.

Motion by Olivia Zepeda, seconded by Maria Chavoya

Final Resolution: Motion Carries

Yea: Dr. Kenneth MacFarland, 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. Olivia Zepeda, District #4

Ms. Olivia Zepeda was voted to represent District 4 for a 6-year term starting January 2025 through to December 31, 2031. The Yuma County Board of Supervisors meeting changed from 9 am to 3 pm, pushing the formal Oath of Office to the December 11, 2024 meeting.

College Reports

Student Government Association, Presented by Jorge Ramirez

Jorge Ramirez, the SGA President for the 2024-25 school year, was unable to present due to a conflict in his course schedule.

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.

Dr. Ketchum-Cardenas highlighted key examples of faculty scholarship, experiential learning, and innovative pedagogy. Dr. Sara Amani presented the LeadHERship Program at the Arizona Community College Administrators Conference, alongside Maria Guzman and Associate Dean Susanna Zambrano, while Prof. Scott Donnelly led a workshop at the 75th Southeastern Regional Meeting of the American Chemical Society in Atlanta. Experiential learning was showcased through a US Border Patrol K-9 Unit demonstration for Prof. Mark Sims' Homeland Security class. Professors Monica Ketchum-Cárdenas and Michelle Keeling implemented student-centered andragogy in their EDU/HIS courses, supported by student facilitators Ashley Sullivan, Kyle Simpson, Evely Ruiz, Marci Griffin, and Brianna Coronado. Additionally, Bridget Johanning, CTE Faculty, introduced the "Intro to Drones" course, highlighting advancements in technical education. The report underscores the Faculty Senate's commitment to academic excellence, innovative teaching, and student engagement. 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.

Student of the Month, Presented by Dr. Kathleen Iudicello

Dr. Kathleen Iudicello welcomed Stuart Gibson to recognize the nominated Student of the Month, Paul Carter. Psychology Professor Danny Marron nominated his student Paul Cartner for consideration. Mr. Gibson thanked Professor Danny Marron for his nomination of Paul Carter for Student of the Month. Paul Carter was selected in recognition of his exceptional academic performance and personal qualities. His

nomination speaks to how Paul demonstrates a profound understanding of psychological concepts and consistently connects theory to real-world applications through firsthand experiences. His insightful contributions to class discussions not only enhance his own learning but also enrich the educational environment for his peers. Paul's critical thinking skills, coupled with his ability to make complex ideas accessible, highlight his academic excellence and interpersonal abilities. Beyond his intellectual achievements, Paul is known for his integrity, work ethic, and collaborative spirit, earning the respect of both his peers and instructors. His dedication to his studies and willingness to go above and beyond that makes him a standout student deserving of this recognition.

Paul shared his comments, reflecting on how his journey as a student in their mid-fifties, has been 'transformed because of God, his commitment to learning and the College supporting his goals'. Paul shared his plan to continue his education at Arizona State University.

Action Items

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

Motion by Maria Chavoya seconded by Olivia Zepeda

Final Resolution: Motion Carries

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

Nay: None

Abstain: None

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

Summary –

Adrienne Arvizu Noriega, Student Care Coordinator

Action Item #2 – Consideration to Approve New Curriculum- Presented by Dr. Joann Chang

Motion by Maria Chavoya, seconded by Olivia Zepeda

Final Resolution: Motion Carries

Yea: Dr. Kenneth MacFarland, 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.EOT: Energy Optimization Technician – 4 credits
- CERT.ECTIN: Electronics Instrumentation – 8 credits
- CERT.HELP1: Heating, Ventilation, Air Conditioning (HVAC) Helper 1 – 6 credits
- CERT.ECTSP: Fundamentos de Electricidad – 15 credits

Action Item #3 – Consideration to Approve Fee Adjustment- Presented by Dr. Joann Chang

Motion by Maria Chavoya, seconded by Dr. Kenneth MacFarland

Final Resolution: Motion Carries

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

Nay: None

Abstain: None

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

Summary-

Seeking approval to reduce course fees for Commercial Driver’s License courses CDL 101, CDL 102, CDL 103, CDL 104. Fees are currently \$1,248 for each course. Reduction of the fees will allow the CDL Certificate Program to remain under the total program cost of \$5,500 maximum to be eligible for students utilizing WIOA and Quest grant funds with no additional cost out of pocket. The budget impact of this fee reduction would be offset by the increase in program enrollment by making the course more accessible to students utilizing WIOA and grant funds.

Change requested:

COURSE	CURRENT FEE	NEW REDUCED FEE REQUEST
CDL 101	\$1,248.00	\$898.75
CDL102	\$1,248.00	\$1,123.75
CDL 103	\$1,248.00	\$1,123.75
CDL 104	\$1,248.00	\$1,123.75

Action Item #4 - Consideration to Identify Chief Fiscal Officer- Presented by Dr. Daniel P. Corr
 Motion by Maria Chavoya, seconded by Olivia Zepeda

Final Resolution: Motion Carries

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

Nay: None

Abstain: None

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

Summary-

Arizona Western College recognizes an update to the formal Chief Fiscal Officer role and updates the record to identify Czarina Gallegos as the Chief Fiscal Officer of Yuma/La Paz Counties Community District for expenditure limitation reporting, per Arizona Revised Statue §41-1279.07(E).

Action Item #5 - Consideration to Approve Updates for Yuma Area Benefits Consortium Representation-
 Presented by Czarina Gallegos

Motion by Maria Chavoya, seconded by Dr. Kenneth MacFarland

Final Resolution: Motion Carries

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

Nay: None

Abstain: None

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

Summary-

Yuma Area Benefits Consortium Board (YABC) has two Financial Services representatives on behalf of Arizona Western College. The President recommends the update of the College’s membership to include Czarina Gallegos to serve as a Trustee and Juliana Garcia to serve as a Proxy to the Yuma Area Benefits Consortium Board.

Action Item #6 - Consideration to Approve Updated Construction Services- Presented by Czarina Gallegos
 Motion by Olivia Zepeda, seconded by Maria Chavoya

Final Resolution: Motion Carries

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

Nay: None

Abstain: None

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

Summary-

The Yuma Future48 Workforce Accelerator will build a 5,600-square-foot expansion of AWC's Wellton Manufacturing Training Center, supporting regional workforce needs in electrical technology, advanced manufacturing, broadband fiber optics, and solar installation. This expansion, set for completion in 2025, will increase capacity from 250 to 500 students per semester, enabling AWC to better serve industry partners such as TRAX International, YPG, ALLO Fiber, and others in the aerospace and defense sectors. The District Governing Board previously approved architectural and engineering design services on November 15, 2023, and construction services on September 11, 2024, at a projected cost of \$3,297,405. Following final negotiations, the total cost for construction services will not exceed \$3,400,000. The College will cover this expense with budgeted contingency funds and be reimbursed the full value through the Arizona Commerce Authority Future48 allocated funding.

Action Item #7- Consideration to Approve Agreement with Instructure- Presented by Czarina Gallegos
Motion by Maria Chavoya, seconded by Olivia Zepeda

Final Resolution: Motion Carries

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

Nay: None

Abstain: None

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

Summary-

The College requests the renewal of the college's Learning Management System, Canvas through Instructure. This renewal will continue the support for instruction for all students and provide the tools related to assessments, grading, messaging, learning analytics, and includes many additional tools that will help create a more engaging student experience. The College budgets annually to support this critical technology and learning resource. Following negotiations, the total cost for a 3.5-year renewal will not exceed \$890,000 Dollars.

Action Item #8- Consideration to Approve Amendments for Additional High School Dual Credit Courses-
- Presented by Czarina Gallegos

Motion by Olivia Zepeda, seconded by Maria Chavoya

Final Resolution: Motion Carries

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

Nay: None

Abstain: None

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

Summary-

The college continues to meet the growing demand of Dual-Credit courses at partner institutions. To meet this demand, revisions to the existing Intergovernmental Agreements and Memorandum's of Understandings need approval for additional Dual Enrollment course listings. The agreements with partner institutions include Yuma Union High School District #70, Parker Unified School District #27, Freedom Christian Academy, Harvest Preparatory Academy, and Yuma Catholic High School for High School. The approval will allow Arizona Western College to articulate curricula and offer even more high school

students the opportunity to earn college credit while in high school.

Action Item #9 – Consideration to Approve Voucher– Presented by Czarina Gallegos

Motion by Olivia Zepeda, seconded by Maria Chavoya

Final Resolution: Motion Carries

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

Nay: None

Abstain: None

The **Board Approved** the Action Item 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: \$63,789,042 October 31, 2024, compared to \$74,947,547 on October 31, 2023.

• **Monthly Operating Cash Balance:** \$15,420,215 October 31, 2024, compared to \$5,755,333 on October 31, 2023.

• **Current Strength:** For the month ended September 30, 2024, revenues exceeded prior fiscal year revenues by 17.6%.

• **Revenues vs. Expenses:** The District received 26% of anticipated revenues, with 33% of the budgeted expenditures spent.

Fiscal Revenue Analysis:

• Year-over-Year Comparison Revenues:

o FY24/25 Actual Revenues: \$14,921,499

o FY23/24 Actual Revenues: \$12,685,856

o Percentage Change: An increase of approximately 17.6% in actual revenues.

• Year-over-Year Comparison Expenditures:

o FY24/25 Actual Expenditures: \$23,633,367

o FY23/24 Actual Expenditures: \$24,837,064

o Percentage Change: A decrease of approximately 4.8% in actual expenses.

Enrollment Status:

• Current Enrollment: 78,074 credit hours billed to students.

• Comparison with Previous Year: Increased from 68,952 credit hours last year.

Early College Experience Highlights:

• Current Enrollment: 14,879 total credit hours, 9,704 are dual enrollment.

• Comparison with Previous Year: Reflects significant growth from 10,994 total credit hours, 6,213 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 Czarina Gallegos
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	FY2025 Cost	Fund Source
Career and Technical Education	Center for the Future of Arizona	\$99,012.00	Perkin Innovation and Modernization Grant
Career and Technical Education	Center for the Future of Arizona	\$67,500.00	Perkin Innovation and Modernization Grant
Student Services	HCC Medical Insurance Services LLC	\$58,845.97	FY2024-2025 Budget

President’s Report Presented by Lori Stofft and Mandy Heil



2024 MEDALLION AWARDS

Most total awards in our district
11 total
6 gold
Spread throughout our team
Moving on to Paragons!

HERE’S WHAT WE WON...

Lori Stofft welcomed Mandy Heil and represented the amazing Communications and Marketing team and the recent NCMPR District awards. In November 2024, the Marketing and Communications presentation highlighted significant achievements at the National Council for Marketing and Public Relations (NCMPR) District 6 level, which includes Arizona, California, Nevada, Utah, Hawaii, and U.S. Territories. Mandy Heil, District Director, along with Sarah Herman and Travis Mitchell from the District

Executive Council, represented the district, with AWC contributing three Leadership Institute graduates and one current cohort member to professional development efforts. Notable recognitions included the prestigious Communicator of the Year Award, celebrating leadership and excellence in college communications, with contributions from Sarah Herman and Travis Mitchell. Additionally, AWC earned 11 awards at the 2024 Medallion Awards, including six Gold Medallions, highlighting the team's creativity and success in marketing and public relations. These accomplishments position AWC for further national recognition at the upcoming Paragon Awards.

The Communications and Marketing team have an incredibly special and unique talent in representing the spirit of our students, staff and community through multiple methods.

President’s Report Presented by Dr. Daniel Corr

Dr. Daniel P. Corr, President of Arizona Western College (AWC), delivered a data-driven presentation highlighting key institutional achievements and areas for growth. AWC remains steadfast in its mission to transform lives through education and partnerships, fostering thriving communities. The college prioritizes delivering an exceptional student experience through a connected community, career-aligned programs, clear success pathways, flexible services, and contemporary technology.

AWC experienced notable enrollment growth, reporting a 6.79% increase in Full-Time Student Equivalents (FTSE) from Fall 2023 to Fall 2024. This growth was driven primarily by Career and Technical Education (CTE) programs and Dual Enrollment initiatives. Dual enrollment participation saw a 25% increase, with students completing 28,202 total credit hours in 2023-24, resulting in \$33.7M in savings over two years. Notably, 72 AWC credentials were awarded to high school students in May 2024.

The college also celebrated a record-breaking year for credential completions, awarding 2,501 credentials in 2023-24—a 31% year-over-year increase. Significant achievements included a 154% increase in certificates and marked growth in health-related and CTE credentials. These successes align with AWC’s focus on preparing students for in-demand careers and higher education pathways.

AWC’s elimination of mandatory placement exams in 2020 has led to a sharp decline in developmental education enrollments, with 1,822 fewer enrollments from four years earlier. This shift has reduced costs and time burdens for students while maintaining robust success rates in gateway courses. Post-COVID data reveal improved success rates for English 101 (68.5%), although mathematics courses continue to face challenges, particularly in online formats. Overall, face-to-face courses consistently outperform online options, signaling the need for enhanced online student support, scheduling more face-to-face classes, expanded faculty training, and refined advising strategies.

In the Question-and-Answer part, there was a question as to why a student would choose an online course versus attending in person? Cristina Gonzales, Dean of Advising, spoke to the need of more in person course instruction to meet student demand, and support the growing demand through supplemental instruction and creative planning support with course scheduling, course support, and course support leveraging technology.

Closing Items:

Dr. Corr recognized Matador Athletics and the amazing success of our Matador Soccer, especially the Men’s Soccer Team, who fell last night in the semi-finals in Penalty Kicks and the Women’s Soccer team! Women's Soccer (19-0) advanced to the NJCAA DI Women's Soccer Championship Semifinals with a 2-0 win over Kansas City Kansas (14-2-6) at Scheels Stryker Sports Complex on Tuesday evening. For the second time in as many years and for the second time in program history, the Matadors will be playing in the national semifinals, taking on Salt Lake in a rematch of the West District final on Thursday, November 21, at 10:30 am Arizona time at Scheels Stryker Sports Complex.

The College is adjusting the Budget Preparation Timeline and will bring more budget planning in early Spring 2025 with a keen focus on revenue sources to then build the budget following strategic planning priorities and revenue sources.

Dr. Corr expressed his appreciation for the engagement by the District Governing Board and support of the recent Horizon Event. The December meeting will include a Board Workshop to share out themes from Strategic Planning and for continued feedback from the District Governing Board in this final phase of strategic planning for AWC2028.

Next Meeting: The next scheduled meeting will be December 11, 2024, with the next Regular meeting conducted both in-person and via Zoom and at the Yuma Campus.

Adjournment:

Motion by Olivia Zepeda seconded by Maria Chavoya

Final Resolution: Motion Carries

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

Nay: None

Abstain: None

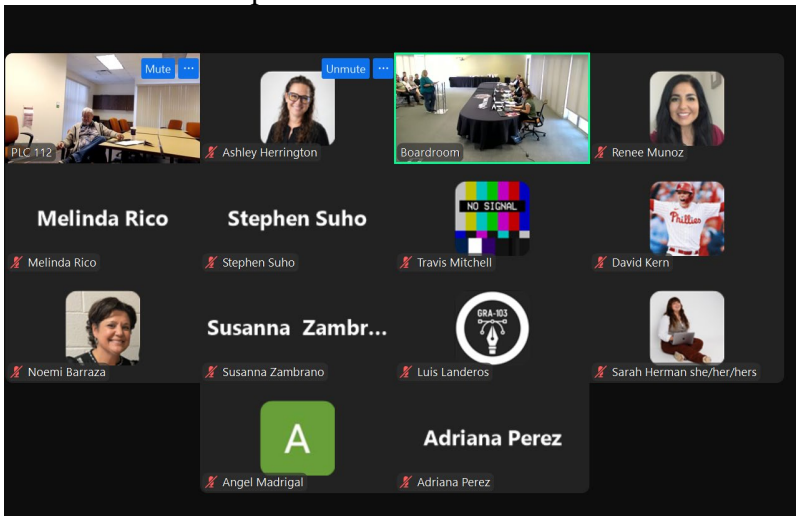
The Board **Approved** the next meeting date and final matters of the meeting. The meeting adjourned at 2:50 pm

Adjourn: The meeting matters were complete.

Respectfully submitted,

Ashley B. Herrington
Ashley B Herrington, Recording Secretary

Attendance at 1:05 pm



Attendance at 1:20 pm

