(Action Items are in **bold** print)

I. Call to Order (Dr. Julie Bare, President)

Dr. Bare called the meeting to order at 10:02 a.m.

II. Pledge of Allegiance

III. Roll Call (Amy Curley, Executive Assistant)

Julie Bare: Present
Kathy Hodel: Absent
Travis Lingenfelter: Present
Vance Miller: Present
Judy Selberg: Present

IV. **Approval of Meeting Minutes** (Bare)(Appendix 1)

The draft minutes from the September 14, 2012 regular meeting appear in Appendix 1.

Dr. Bare stated the September 14, 2012 draft minutes inaccurately report that the Board self-evaluation process was “complete” and requested the minutes reflect that at the September meeting, she stated the Board would “need to complete” the self-evaluation process at an open meeting and that it would be on the October 12, 2012 agenda.

**Vance Miller moved, Judy Selberg seconded, to approve the draft minutes from the September 14, 2012 regular meeting with the changes suggested by Dr. Bare. Without further discussion, the motion carried 4-0.**

V. Audience of Any Citizen (Bare)

[NOTE: This is an opportunity for any citizen to address the Board on any matter of concern to the citizen. The Board will listen to the remarks, but may not respond or answer questions. Unless the matter is already on the agenda for action, no action can be taken other than to instruct staff to include the matter on a future agenda. The President of the Board may limit the time for individual presentation and may limit the total time for all presentations. Citizens wishing to comment will be limited to one opportunity to speak. During Interactive Television (ITV) meetings, the chair will query each campus for those who wish to speak.]
Dr. Bare queried each campus individually. There were no citizens wishing to address the Board on any campus.

VI. Faculty Council Report (Dr. Andra Goldberg, President, MCC Faculty Council)

Dr. Goldberg presented items from the October 1, 2012 meeting of the faculty council including professional development funds, the new employee handbook, tuition waivers and the testing centers.

VII. Board Reports (Bare)

A. Trustee Reports (Bare)

Northern AZ Legislative Summit (Bare)

Dr. Selberg reported that the elected District Governing Boards (DGB) of Coconino Community College (CCC), Mohave Community College (MCC), Northland Pioneer College (NPC), and Yavapai Community College (YCC), held the third annual Joint DGB/Legislature meeting Friday, October 5, 2012 at Coconino Community College.

B. January 2013 Board Workshop (Bare)

The MCCCDGB historically has held two Board workshops a year, one in Fall and Spring. The Fall 2012 workshop was postponed to accommodate the Higher Learning Commission reaccreditation visit. Dr. Bare solicited suggested dates. The consensus was for the Office of the President to send out some date in late January.

VIII. President’s Report (Dr. Michael Kearns, President)

A. Higher Learning Commission Update (Tracy Gift, Self-Study Coordinator)

Ms. Gift reported that Higher Learning Commission site examiners were at Mohave Community College September 24th – 26th. Members of the site team visited all campuses and met with a variety of groups and committees, including faculty, staff and students. During the exit interview, MCC received accolades for its hospitality and attentiveness to students.

B. National Council for Marketing and Public Relations (NCMPR) Awards (Charlotte Keller, Director, Marketing and Public Information)(Appendix 3)

Ms. Keller MCC is an active member of the National Council for Marketing and Public Relations, an organization of professionals who work for two-year colleges throughout the United States and Canada. Each year the MCC office of Marketing and Public Information participates in district and national conferences and competitions with colleges from around the country.

Last year MCC won a gold medallion for the redesigned MCC website. This year MCC came home from the conference with six medallions – four gold, one silver and one bronze.

The gold awards were for MCC’s Online Advertising Campaign, the California Recruitment Campaign, and the photo and story about MCC’s 80-year-old graduate, Betty Valdez. The silver medallion was for MCC’s new electronic catalog and the bronze was for a print ad that was part of the larger California Recruitment Campaign.
C. MCC Strategic Plan Alignment (Kearns)(Appendix 4)

Dr. Kearns outlined Phase II of the strategic plan.

D. Community College State-Level Council Reports (Kearns)(Appendix 5)

i. Arizona Community College Vision Metrics (5a)
ii. November Statewide Higher Education Summit (5b)
iii. Community College Budget Submission – Capital Outlay
iv. Arizona Community College Coordinating Council

E. Arizona Legislative Update (Kearns)(Appendix 6)

i. HB 2621
ii. Proposition 204

F. State Budget Update (Kearns)(Appendix 7)

G. Update of Current Events (Kearns)

IX. Instruction (Jill Loveless, Dean of Instruction)

Practical Nursing Accreditation (Loveless, Janet Byrd)

Jill Loveless reported that the Practical Nursing Program completed the Accreditation visit from the Arizona Board of Nursing. Janet Byrd, PN Director, completed the self-study and led the accreditation visit on October 2nd and 3rd. The visiting reviewer’s comments were noticeably positive, and the final report will be sent to the Education Committee, which meets October 19th. This committee will either deny the recommendation or accept the recommendation as it stands. A positive recommendation will be sent to AZBN, which meets early November. If we are on the agenda, final approval will be granted at that meeting. Once this meeting has occurred, Janet will give a full report to the District Governing Board.

X. Student Services (Jann Woods, Dean of Student Services)

A. Student Success Report (Woods)(Appendix 8)

Jann Woods stated the Student Success report intends to provide an overview of ongoing initiatives that lay the foundation for future improvements in student access, retention, completion and transfer at MCC. Included is information on assessment for college readiness, learning assistance, financial aid, advising, student retention, graduation and transfer, and enrollment management. Each of these areas plays an integral part in student success at MCC and in the overall objective of marked improvement in student outcomes.

B. Enrollment Management Data Review (Woods)(Appendix 9)

Ms. Woods stated the Enrollment Management Data Review is a comprehensive explication of data regarding students and faculty. The study uses data from the academic years 2008-09 through 2011-12. The report focuses on who the students are, by whom they are taught, and explores their success by examining a variety of indicators. In this memorandum, key points from the report are highlighted and interpretative comments that have direct relevance to development of strategies and assessing progress for enabling student success are added.
C. Financial Aid Default Rate (Doug Masterson, Woods)

Mr. Masterson stated the first official three-year cohort default rate was released on September 24, 2012. This was a measurement of the borrowers who were included in the 2009 cohort (entered repayment between 10/01/2008 and 09/30/2009). With an official rate of 36.5%, MCC was one of 218 institutions nationwide that had a default rate in excess of the allowable threshold of 30% (MCC’s draft default rate for this period was initially 37.2%). The 2009 cohort is now closed and cannot be reopened. The financial aid department will be working with the 2010 cohort to prepare for the challenge/appeal period that will be opened shortly after the release of the 2010 three-year draft rates in February 2013.

Default management efforts have been focused on contacting students in various stages of repayment/delinquency as well as supporting financial literacy education via in-person loan entrance counseling and Life Skills financial literacy lessons. There are approximately 1,000 letters and 1,000 e-mails sent to student loan borrowers on a monthly basis along with approximately 150 phone calls to borrowers who are in late-stage delinquency. These efforts have been greatly enhanced by the use of USA Funds’ Borrower Connect software as well as Lexis Nexis skip tracing. The in-person loan entrance counseling sessions have served 1,731 students since being implemented in the Spring 2011-12 semester. Additionally, 1,685 students have completed Life Skills lessons.

USA Funds offered MCC an opportunity to apply for their Capacity Grant which would allow for funding of additional default management resources/partnerships. The grant application was submitted on September 30, 2012 requesting funding in the amount of $61,863.98 to be applied toward services and supplies that would be of direct benefit to MCC’s ability to reach student loan borrowers more effectively while offering greater opportunities to develop the necessary on-campus components of default management/financial literacy.

XI. Administrative Services (Dr. Lynn Cundiff, Executive Vice President)

A. Dual Enrollment IGA (Cundiff)(Appendix 10)

During the September Board of Trustees meeting the Board approved a number of Dual Enrollment agreements with Mohave County School districts. The attached agreement from Colorado River Union High School District (CRUHSD) was still in process at that time and not yet complete. The agreement is now complete and ready for Board action.

Vance Miller moved, Travis Lingenfelter seconded, Motion to approve a Dual Enrollment Intergovernmental Agreement between Mohave Community College and the Colorado River Union High School District. Without further discussion, the motion carried 3-0.

B. Human Resources Report (Cundiff)(Appendix 11)

The Human Resources report for month ending September 30, 2012 is presented in the appendices.

Judy Selberg, Vance Miller seconded, to approve the Human Resources report for month ending September 30, 2012. Without further discussion, the motion carried 4-0.

C. Financial Report (MacDonald)(Appendix 12)

Mr. MacDonald presented the financial report for month ending September 30, 2012.

XII. Board Self-Evaluation (Bare)(Appendix 2)
Annually, board members are encouraged to participate in both an individual self-evaluation and an evaluation of the board as a whole. Qualitative and quantitative data is summarized and consensus is reflected in text. The evaluation tool was developed using principles from the Association of Community College Trustees website and are consistent with MCC GBP 1.065 - Powers and Duties of the Governing Board. The evaluation is used to establish annual board goals which are collaboratively accomplished during the Governing Board review.

XIII. Next Meeting (Bare)

Dr. Bare stated that the next regular meeting of the Mohave County Community College District Governing Board will be Friday, November 9, 2012 starting at 10:00 a.m. in Room 508 on the Lake Havasu City Campus.

XIV. Adjournment (Bare)

Dr. Bare adjourned the meeting at 1:30 p.m.