

Friday February 12, 2021, Starting at 9:00 a.m.

Originating via Remote Conferencing at: <https://mohave.zoom.us/j/760248438>

<https://mohave.zoom.us/j/760248438> (viewing and public comment)

1-669-900-6833 (listening and public comment), Meeting Number: 760-248-438

To submit a public comment up until 7:00 a.m. on the day of the meeting, citizens can email comments to [jbare@mohave.edu](mailto:jbare@mohave.edu) or leave a voicemail message at 928-757-0801

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

I. Call to Order and Pledge of Allegiance (Bare)

Dr. Bare called the meeting to order at 9:01 a.m.

II. Roll Call (Amy Curley, Executive Assistant)

Julie Bare (#2)	Present (remote video)
Susan McAlpine (#4)	Present (remote video)
Vance Miller (#1)	Absent (excused)
Ashley Pascual (#3)	Present (remote video)
Judy Selberg (#5)	Present (remote video)

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

Dr. Bare called for a motion on the draft minutes from the January 8, 2021 regular meeting as they appeared in Appendix 1.

**Judy Selberg moved, Ashley Pascual seconded, to approve the draft minutes from the January 8, 2021 regular meeting as they appeared in Appendix 1. Without further discussion, the motion carried 4-0. (Bare, McAlpine, Pascual, Selberg)**

IV. Audience of Any Citizen (Bare)

[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. If a citizens group wishes to speak on the same subject, the group should choose a representative to deliver the message. The Chairperson may set a limit for organized group presentations and may set limits for each side when many persons request to speak on an agenda item. During Remote Video Conferencing meetings, the chair will query

attendees present by computer or telephone for those who wish to speak. The chair will also read into the record any public comments submitted via email or voicemail message by the deadline stated in the public notice.]

Dr. Bare stated for the record that no emails were submitted for public comment to the address provided for that purpose. Ms. Curley stated for the record that no voicemails were submitted for public comment to the telephone number provide for that purpose. Ms. Curley instructed remote attendees to utilize the raise your hand feature if they wished to address the Board. No attendees indicated they wished to address the Board.

V. Staff Council Report (Amber Johnson, Council President)

Amber Johnson, current President of the MCC Staff Council, provided a brief report to the Board.

VI. Faculty Council Report (Candance Hofstadter, Council Vice-President)

Candance Hofstadter, current Vice President of the MCC Faculty Council, provided a brief report to the Board.

VII. Board Report (Bare)

A. AACCT and ACCT Update (Susan McAlpine, AACCT Representative)

Susan McAlpine reported that Dr. David Borofsky has been appointed the new Director of the Arizona Association of Community College Trustees (AACCT). His hiring was effective on Monday, January 18, 2021. A Selection Committee, composed of Trustees and CEOs, interviewed four finalists for the position from an applicant pool of over 100 individuals. Dr. Borofsky was the unanimous choice of the committee because of his many years of success as a CEO and college administrator who has also worked effectively with many boards of trustees in several states.

B. Trustee Other Reports (Bare)

No individual trustees requested to speak regarding non-agenda informational items.

VIII. President's Report (Dr. Stacy Klippenstein, President)

A. Mohave Minute Video Recap (James Jarman, Director of Communications)

A newscast style presentation of the College's recent activities as follows: BHC Fire Marshall, Student Success Story, Foundation Newsletter, 2020 All AZ Academic Team, Spring Semester Starts, President's Welcome, Library Research Session, Lunch & Learn Zoom, Finding Love in Lockdown, Advanced Manufacturing Training Center, New Dean of Workforce & Partnership Development.

B. Pandemic Response Update (Dr. Fred Gilbert and/or Danette Bristle, Pandemic Response Team Co-Chairs) (Appendix 2)

Danette Bristle and Fred Gilbert presented the most recent information and guidance on instructional operations.

C. Tuition and Fees, First Reading (Klippenstein)(Appendix 3)

President Klippenstein stated that the College is not recommending any change to the per credit tuition rate(s) for the academic year 2021-2022 making it the seventh year with no tuition increase. For fees that impact every enrolled student, an increase to the technology fee is being recommended, from six dollars per credit to seven dollars per credit. No significant changes testing fees, administrative fees, and facility usage fees were presented.

A discussion did occur regarding specific perceived increases to program and/or course fees. College staff, faculty and administrators are asked to review, revise and add or delete fees the previous year. Associate Dean for Career and Technical Education Jason Gee explained increases for Electrical (first year adjustments to materials cost) and Culinary (program modifications resulting in teach-out plan). Nursing Programs Director June Weiss also stated cost reflected in the appendix for Nursing programs were teach-out or pass through costs. Ashley Pascual had some specific questions regarding the dental hygiene program costs as well as the clinic operations. As Dental Programs Director Tracy Gift was not present, questions concerning the program will be addressed at a later date. This item was for first reading and will return for further discussion at the March meeting.

D. AZ Community College State-Level Reports (Klippenstein)(Appendix 4)

President Klippenstein provided updates from the meetings of the Arizona Community Colleges Coordinating Council (AC4), including state and federal legislative issues effecting Mohave Community College, state revenue collections and other fiscal issues. Specifically, HB2836 (appropriations; rural community colleges) which Mohave would be able to use toward the advanced manufacturing center. Ashley Pascual requested additional information on the colleges position on SB1387 (child care assistance; education; training). President Klippenstein reported on his virtual attendance of the ACCT National Legislative Summit where topics includes: FAFSA, Title IX, Gainful Employments, Pell Grants, HEA Reauthorization, Equity and Student Mental Health. Any materials made available to him will be shared with the Board.

E. Update of Current Events (Klippenstein)

President Klippenstein met with strategic planning consultants for KRMC.

IX. Institutional Effectiveness and Alignment (Shawn Bristle and/or Dr. Tim Culver, IEAC Co-Chairs)

Shawn Bristle introduced Dr. Jennifer Woolston and Kay Lynn Trybus, co-chairs of the Strategy 3: Holistic Approach to Student Success team. Dr. Woolston briefly reviewed the Strategy 3 Objectives: (3.1 Increase two-year credit threshold rates. 3.2 Increase Fall-to-Fall retention rate for credential-seeking students. 3.3 Increase program completion rates (150% of normal time). 3.4 Increase transfer-out rates to support bachelor degree attainment. 3.5 Implement support services and activities aimed to increase the educational and personal success of underserved student populations.)

X. Instruction and Enrollment Report (Dr. Tim Culver, Executive Vice President)

A. Instruction (Stephen Eaton, Dean of Instruction)

3-year Rolling Academic Calendar, 1<sup>st</sup> Reading (Eaton)(Appendix 5)

Stephen Eaton stated that the College uses a three year “rolling” academic calendar as opposed to single year in advance. Numerous individuals, departments and committees, both instructional and administrative, review the calendars annually to ensure compliance with both federal regulations and accreditation standards. The 2023-2024 calendar is being presented for first reading as the final year of the rolling calendar.

B. Enrollment (Ana Masterson, Dean of Enrollment and Student Services)

Enrollment Update (Appendix 6)

Ana Masterson provided an update on current enrollment for Spring 2021, specifically the success of adjusting the administrative withdrawal for non-payment deadline. Registration for Summer 2021 begins on March 29 and for Fall 2021 on April 19, 2021.

XI. Administrative Services Report

A. Financial Services (Sonni Marbury, Chief Financial Officer)

i. **RFP 04-2021: Voice & Data Carrier Services** (Mark VanPelt, Chief Information Officer)(Appendix 7)

Mark VanPelt stated that the college’s 5-year wide area network contract is drawing to a close. The IT department released an RFP asking for a range of services to provide connectivity to the internet and between campuses and the Las Vegas data center. Data circuit offerings change frequently and the county is beginning to see a large amount of development in fiber lines and available bandwidth. As a result, the review team elected to limit the agreement to three years to ensure the college can take advantage of the new offerings that will be available as the bandwidth projects are completed. This agreement represents a significant reduction in the monthly expense for bandwidth (~40%) while allowing the college to take advantage of faster speeds at the Kingman, Bullhead, and Lake Havasu locations and adds the Beale Street location to the agreement.

**Ashley Pascual moved, Judy Selberg seconded, to enter into a 36-month Telecommunications Services Agreement with Wecom Inc. of Kingman, AZ for Voice and Data Carrier Services as outlined in the appendix. Without further discussion, the motion carried 3-0. (Bare, Pascual, Selberg)**

ii. Welding Purchases (Marbury)(Appendix 8)

Sonni Marbury stated that in February 2020, the Board was presented with College plans for the One Time Only (OTO) Funds that the Arizona Legislature awarded to Mohave Community College as part of a one-time-only (OTO) opportunity to fund Career & Technical Education (CTE) or Science, Technology, Engineering and Math (STEM)

purchases. The College moved forward with the approved new Welding Building on the Bullhead City Campus. In April 2020 Precise Builders and Seabury Fritz Architects were awarded as the Design-Build team for the BHC Welding One Time Only Funds Project.

Jason Gee stated that as the new Welding Building on the BHC campus begins construction, the College has solicited quotes for the Welding Equipment to furnish the new building. This Equipment will be the final purchase made with the awarded One Time Only (OTO) Funds. Attached is the quote spreadsheet to show the various vendors and pricing and where the College will purchase this equipment if approved for purchase.

**Ashley Pascual moved, Judy Selberg seconded, to purchase equipment for the Bullhead City welding program from the identified vendors at a total not to exceed \$57,237.59 plus 10% contingency. Without further discussion, the motion carried 3-0 (Bare, Pascual, Selberg)**

iii. Monthly Financial Reports (Marbury)(Appendix 9)

- a. Monthly Cash Flow Report – Sonni Marbury presented a report that visually represents the College’s fund balance, expenses, deposits and amount invested with the state treasurer.
- b. FY 20 Budget to Actual Report – Sonni Marbury presented a report that visually represents the College’s expenditures by function and object and its primary revenue sources with Year to Date Actuals.

B. Human Resources (Jennie Dixon, Chief Human Resources Officer)

i. **Human Resources Reports** (Dixon)(Appendix 10)

Jennifer Dixon presented the College’s human resources reports for the months ending December 31, 2020, a correction, and January 31, 2021 reflecting new hires, transfers, reclassifications, title changes, separations and vacancies.

**Judy Selberg moved, Susan McAlpine seconded, to approve the Human Resources report for the months ending December 31, 2020 (correction) and January 31, 2021 as presented in the appendix. Without further discussion, the motion carried 4-0. (Bare, McAlpine, Pascual, Selberg)**

XII. **Next Meeting** (Bare)

Dr. Bare announced that the next regular meeting of the Mohave County Community College District will be Friday March 12, 2021, 9:00 a.m.

XIII. **Adjournment** (Bare)

**Dr. Bare adjourned the meeting at 10:59 a.m.**