

Friday March 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 or leave a voicemail message at 928-757-0801

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

I. Call to Order and Pledge of Allegiance (Julie Bare, Board President)

Dr. Bare called the meeting to order at 9:00 a.m. and led the participants in the Pledge of Allegiance.

II. Roll Call (Amy Curley, Executive Assistant)

Julie Bare	Present	Video
Susan McAlpine	Present	Video
Vance Miller	Present	Phone
Ashley Pascual	Present	Video
Judy Selberg	Present	Video

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

The draft minutes from the February 12, 2021 regular meeting appear in Appendix 1.

Vance Miller moved, Ashley Pascual seconded, to approve the draft minutes from the February 12, 2021 regular meeting as they appear in Appendix 1. Without further discussion, the motion carried 5-0 (Bare, McAlpine, Miller, 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. All-Arizona Academic Team Introductions (Dr. Stacy Klippenstein, College President)

President Klippenstein stated that Mohave Community College is excited to announce that seven of its students have been selected as All Arizona Academic Team Members. Michelle Drwa, Trina Fowler, Trevor Irvin, Maria Jeffs, Carole Jessop, Misty Knight, and Delaney Remp will each receive a full tuition scholarship to any public university in Arizona after graduating from MCC. The following student were present to introduce themselves.

Maria Jeffs is a nursing student at the North Mohave Campus. After MCC, she plans to attend Arizona State University to earn her bachelor's degree in nursing. Her career goals are to become a nurse practitioner and work in her community. During her spare time, Jeffs enjoys nature walks, hiking and gardening. She also volunteers at the local clinic and other community events.

Carole Jessop is a nursing student at the North Mohave Campus. After MCC, she plans to attend Arizona State University to earn her bachelor's degree in nursing. She's a mother of seven children. She completed school up to the eighth grade but eventually went back to receive her GED. She has taken classes on professional book mending, EMT, CPR, first-aid, newborn care and much more.

Misty Knight is a Liberal Arts student at the Bullhead City Campus. After MCC, Knight plans to attend the University of Arizona to pursue a bachelor's degree in Law. She hopes to eventually earn her Juris Doctor degree to become a civil rights attorney. Knight grew up in Dolan Springs and enjoys volunteering and participating in community activism.

Michelle Drwal is a nursing student at Neal Campus -Kingman. After MCC, she's going to Northern Arizona University to earn her Bachelor's of Science in Registered Nursing. Drwal hopes to eventually work in an Alzheimer's unit and she's originally from Indiana, a mother, wife and grandmother.

Delaney Remp is a Liberal Arts student at the Lake Havasu City Campus. After MCC, she plans to attend Northern Arizona University to pursue a bachelor's degree in Psychology. Remp has worked in the Student Success Center as a tutor. During her free time, she enjoys reading, painting, listening to music and the outdoors. Remp grew up in Huntington Beach, California and moved to Arizona after graduating high school.

VI. Faculty Council Report (Tonya Jackson, Council President)

Ms. Jackson reported record attendance at faculty council meetings. President Klippenstein and Jennie Dixon presented the employee satisfaction report to the Council. Department leads will be contacting part-time faculty more often to bring them into MCC conversations more regularly. The Faculty evaluation process has been changed to become more holistic and to address the change of "adjunct" to "part time". The Crisis Management team requested that faculty be able access emergency information for students more easily, IT has already offered a solution in terms of an accessible report in JICS. There will be a Guided Pathways special topic meeting at the end of the month to address MCC's new pathways project and ensure faculty input and communication. Faculty are continuing to explore the load hour conversation (faculty are in support of a 1 to 1 ratio). President Klippenstein stated the College is considering how MCC can improve the compensation across the board. This will be a part of a larger conversation. The Learning Management System (LMS) search continues. Faculty had productive conversations about the two finalists. The Canvas "sandbox" (test system) was open for good length of time and now faculty are discovering the D2L product. Faculty council elections are taking place this month (March 2021) and new participants/officers will be announced by the April (2021) meeting.

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

Ms. Johnson reported that Chief Human Resources Officer Jennie Dixon presented the results of the employee engagement survey and asked for any staff feedback on how MCC can improve the lower scoring areas. Staff were excited to see the data. The reviewed its charter and mission and discussed how it is meeting those. While no changes were made, the SharePoint site was highlighted, where meeting minutes, agenda, tracking for issues currently being addressed and resolutions for past issues are posted, as well as an area for staff to submit ideas and concerns.

The emergency protocols and concerns that came from faculty about contacting students if they witness an emergency event while they are remote teaching were discussed. Meghan Knox stated that Enrollment Management has been looking into a process where students may be prompted for a yearly review of their contact information and verify it is still correct or make updates, which will support the change IT has made to reports for faculty to pull student address in addition to their phone number and make sure that student's' contact information is current.

VIII. Board Report (Bare)

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

Ms. McAlpine introduced the new Director of the Arizona Association of Community College Trustees AACCT, Dr. David Borofsky. Dr. Borofsky has served a number of colleges and universities during his thirty-five plus year career in higher education. Borofsky started his career in student affairs and quickly moved to continuing education before ascending to Dean, Vice President and President positions. During his career he has focused on helping students be successful. His strength is working collaboratively with all constituents, Boards of Trustees, faculty, staff, students and community members. Dr. Borofsky earned his Doctorate in Educational Administration and Supervision from Rutgers University in New Brunswick,

New Jersey. He also holds a Master's degree in Education and a bachelor's degree in Psychology from Springfield College in Springfield, Massachusetts.

B. Board Regular Meeting Calendar (Appendix 3)

The College is recommending that the start times of the regular April 9, 2021 and May 14, 2021 meetings, be changed to align with the current pandemic response phase. The April meeting was originally scheduled to start at noon to accommodate travel to the North Mohave Campus. The regular May meeting was also originally scheduled for noon to accommodate the MCC Commencement Ceremonies. It was determined to move the April meeting start time to 9:00 a.m. The meeting will be via Zoom. President Klippenstein proposed a 2:00 start time for the May meeting on the Bullhead City Campus but additional confirmation of the Commencement plans needs to be finalized.

C. Trustee Other Reports (Bare)

No individual trustees expressed a wish to speak regarding non-agenda informational items.

IX. 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: All AZ Academic Team, Surgical Tech Student Teaser, SBDC Success Story, Manufacturing Training Center Update, Black History Month Events, National Women's Month Event, Psychology Club, Valentine's Open Mic, Thursday Tea, Research Workshops, Ovis Mad Libs, Flash Film Festival Reminder.

B. Pandemic Response Update (Dr. Fred Gilbert and/or Danette Bristle, Pandemic Response Team Co-Chairs) (Appendix 4)

Danette Bristle reported on behalf of the MCC Pandemic Response Team, first reviewing the benchmarks. The two key components to opening college buildings for in-person instruction include: Strategies to mitigate risk and reduce the spread of COVID-19, the level of spread occurring within the community. Using information from models developed by IHME, Johns Hopkins, University of Arizona, etc.

MCC is planning for the phased return of on-campus services, year-end events, and summer semester with tracking and contact tracing ongoing by HR and Compliance. If benchmarks remain stable, the college will re-open limited campus operations with limited numbers of employees and limited hours of operations (10 am-4 pm) on March 22. During the first two weeks of May, student recognitions, pinning, and commencement ceremonies are planned as in-person events with limited attendance, physical distancing, and other precautions. Anticipated beginning Phase Three is the week of May 10th. Employees that provide direct services to students will return to campus include advising, library, and students success staff. Non-CTE on-ground classes will resume with social distancing through hybridization, staggered attendance, etc. Classroom capacity is 50% of standard capacity.

Modified events and public gatherings will be allowed with safety plans in place. CDC guidelines for masks and distancing continue to apply.

In Mohave County Vaccination News, the county health department has confirmed that MCC employees are included in phase 1B of the Arizona Department of Health Services COVID-19 Vaccination Plan.

C. **Tuition and Fees, Second Reading** (Klippenstein)(Appendix 5)

Each year the Mohave Community College Board of Governors is required by state law to approve the tuition and fees that are charged by the College. The College is not recommending any change to the per credit tuition rate(s) for the academic year 2021-2022. The fees represented in the appendix include: individual course fees, testing fees, administrative fees, and facility usage fees. College staff, faculty and administrators were asked to review, revise and add or delete fees the previous year.

Director of Dental Programs Tracy Gift presented information on the Dental Programs.

Judy Selberg moved, Vance Miller seconded, to approve the per credit tuition rate and fees charged by the College for the academic year 2021-2022 as presented in the appendix. Without further discussion the motion carried 5-0. (Bare, McAlpine, Miller, Pascual, Selberg)

D. AZ Community College State-Level Reports (Klippenstein)(Appendix 6)

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.

E. Update of Current Events (Klippenstein)

President Klippenstein did not have any further updates on current events impacting the College.

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

Mr. Bristle reported that the MCC strategic plan compels a type of organizational transformation involving interdependent work groups, development of new organizational paradigms, identification of new tools, and a challenging level of activity requiring a high degree of coordination and cooperation. The synergistic blend of actions needed to implement the strategic plan, the emergent strategic enrollment management plan, and Guided Pathways practices requires sustained, significant effort to align actions and a high level of engagement from employees. Consequently, the committee and work groups supporting implementation of Strategy Four Foundations of Organizational Success: Technology, Facilities, Personnel Resources are focused on creating the conditions by which the college may achieve its strategic goals and developing the capacities of the organization to do so. Jennie Dixon outlined some of the plans and developments taking place under the umbrella of Strategy Four.

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

A. Instruction (Stephen Eaton, Dean of Instruction)

3-year Rolling Academic Calendar, 2nd Reading (Eaton)(Appendix 7)

Mr. Eaton presented the 2023-2024 calendar for second reading as the final year of a three-year rolling calendar.

Motion to approve the 2023-2024 academic calendar as it appears in the appendix. Without further discussion, the motion carried 5-0 (Bare, McAlpine, Miller, Pascual, Selberg)

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

Enrollment Update (Appendix 8)

Dean of Enrollment and Student Services Ana Masterson provided an update on current enrollment for Spring 2021 and registration for Summer and Fall 2021.

XII. Administrative Services Report

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

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

a. Monthly Cash Flow Report – 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 – 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)

Ms. Dixon presented the College’s human resources reports for the month ending February 28, 2021 reflecting new hires, transfers, reclassifications, title changes, separations and vacancies.

Vance Miller moved, Ashley Pascual seconded, to approve the Human Resources report for the month ending February 28, 2021 as presented in the appendix. Without further discussion the motion carried 5-0 (Bare, McAlpine, Miller, Pascual, Selberg)

XIII. **Next Meeting** (Bare)

Dr. Bare stated that the next regular meeting of the Mohave County Community College District will be Friday April 9, 2021, starting at 9:00 a.m. via Zoom.

XIV. **Adjournment** (Bare)

Dr. Bare adjourned the meeting at 11:05 a.m.