

NOTICE

PUBLIC MEETING OF THE GOVERNING BOARD OF THE COCHISE COUNTY COMMUNITY COLLEGE DISTRICT

Pursuant to ARS §38-431.02, notice is hereby given to the members of the Governing Board of the Cochise County Community College District and to the general public that the Board will hold a regular meeting open to the public on **Tuesday, October 8, 2024, beginning at 6 p.m.** in the Governing Board Room - 100 located on the Cochise College **Douglas Campus** located at 4190 West Highway 80, Douglas, AZ. The meeting location will be open to the public at 5:30 p.m.

Members of the public who wish to attend the meeting via video conference can join at <https://cochise.zoom.us/j/98806303608>. Individuals attending the meeting via this link, will be joined as an attendee of the meeting, and will not be seen nor heard by members of the board, or the public, unless recognized by the chair. A list of attendees will be recorded, and attendees will be able to watch the meeting in real time. Governing Board Meetings are recorded.

The Board may vote to hold an executive session for the purpose of obtaining legal advice, either in person or via telephonic conference call, from the Board's attorney on any matter listed on the agenda pursuant to A.R.S. § 38-431.03(A)(3).

AGENDA

1. GENERAL FUNCTIONS

1.01 Call to Order

1.02 Pledge of Allegiance

1.03 Adoption of Agenda

1.04 Citizen's In-person Interim

This is an opportunity for public comment. Unless comment relates to agenda items, Board action is limited to directing staff to study and/or schedule the matter for future consideration. Members of the Board may also respond to criticism. In situations where a number of persons desire to present comments, the Governing Board Chair may impose reasonable time limits on each person's comments and an overall time limit on public comments in general.

1.05 Standing Reports

INFORMATION

1.05.1 Representative to the Arizona Association of Community College Trustees (AACCT)
Mrs. Strain, Arizona Association of Community College Trustees Representative, has no new updates to report since the last meeting.

1.05.2 Senate
The Governing Board will review the written Senate Report for September 2024, submitted in the board packet.

1.05.3 Student Government Association (SGA)
The Student Government Association will present to the Governing Board.

- 1.05.4 College President Report
President will provide an update:
 - *Legislative Update*
 - *Facilities Update*
 - *Initiatives*
 - *General Comments*
- 1.05.5 Monthly Financial Report
The Governing Board will review the Financial Report for September 2024.
- 1.05.6 Monthly Academic Progress Report – October 2024
The Governing Board will review the Academic Progress Report regarding enrollment.

2. NEW BUSINESS *

ACTION

All items with an asterisk are consent matters unless they are removed from the consent agenda at this time. Any item may be removed from the consent agenda by any Governing Board member. Consent Agenda items will be approved by one motion and there will be no specific discussion of these items.

2.01 Consent Agenda *

- 2.01.1 * Non-Exempt Staff; Appointment (*Laura Escapule, Financial Aid Advisor, Sierra Vista Campus*)
- 2.01.2 * Non-Exempt Staff; Appointment (*Charlotte Hance, Graduation Technician, Sierra Vista Campus*)
- 2.01.3 * Non-Exempt Staff; Appointment (*Susan Porter, Testing Services Specialist, Sierra Vista Campus*)
- 2.01.4 * Exempt Staff; Appointment (*Mark Bailey, Systems Administrator, Sierra Vista Campus*)
- 2.01.5 * Exempt Staff; Appointment (*Jessica Rzepecki, Assessment and Program Review Manager, Downtown Center*)
- 2.01.6 * Exempt Staff; Appointment (*William Sadler, Senior Systems Administrator, Sierra Vista Campus*)
- 2.01.7 * Non-Exempt Staff; Resignation (*Marla Cardona, Division Assistant - Academics, Douglas Campus*)
- 2.01.8 * Non-Exempt Staff; Resignation (*Mirvat Skinner, Learning Management Systems Specialist, Downtown Center*)
- 2.01.9 * Exempt Staff; Resignation (*Brian Tackett, Assistant Director of Facilities, Sierra Vista Campus*)
- 2.01.10 * Assistant Coach; Resignation (*Carlos Quezada, Assistant Coach – Women’s Soccer, Douglas Campus*)
- 2.01.11 * Curriculum
- 2.01.12 * Acceptance of Minutes for September 10, 2024 – Regular Meeting

*** Introduction of New Employees ***

- 2.02 2025 Governing Board Meeting Schedule
The administration is requesting the Governing Board adopt a motion to approve the proposed 2025 Governing Board Meeting Schedule.

2.03 Policies for Second Readings and Approval

The administration is requesting the Governing Board adopt a motion to approve the second readings and final approval of several policies which were updated in light of changes related to federal regulations under the Fair Labor Standards Act and the addition of baccalaureate degrees. The following policies and are presented for approval:

*506 Degree and Certificate Programs
619 Compensation – Salary-Wage Placement
625 Absence from Duty
626 Annual Leave
628 Sick Leave – Benefited Employees
630 Sabbatical Leave
636 Tuition Exemption
642 Probationary Employees
644 Performance Evaluations
661 Position Classifications and Categories*

2.04 Appoint a Voting Delegate for the Association of Community College Trustees (ACCT) Leadership Congress

The administration is requesting the Governing Board adopt a motion to appoint a voting delegate for the ACCT Leadership Congress.

3. INFORMATION ITEMS

INFORMATION

3.01 Communications

The college received the following communications.

- *Doug Schlarbaum, Residential Construction and Trades Instructor, received a Proclamation from Arizona Governor Katie Hobbs, proclaiming October 2024 as Careers in Construction Month, an annual month designated to increase public awareness and appreciation of construction craft professionals and the entire construction workforce.*

3.02 Athletic Report

Jeff Falkner, Director of Athletics, will lead a presentation on Athletic program updates.

3.03 Aviation Report

Belinda Burnett, Director of Aviation, will provide a presentation on Aviation program updates.

3.04 Douglas Campus Report

Abe Villarreal, Douglas Campus Dean, will provide a presentation regarding campus enrollment, housing and residence life, community engagement, and the Commercial Port of Entry.

4. COMMENTS FROM GOVERNING BOARD MEMBERS

The Board Chair will turn the time over to board members to provide comments/share information.

5. ADJOURNMENT

The public is invited to check for addenda, which may be posted up to 24 hours prior to the meeting. This information may also be obtained through the office of the Executive Assistant to the

President, Cochise College, 901 N. Colombo Avenue, Sierra Vista, Arizona, 85635, (520) 515-5401.

For Disability Accommodations, please notify the Executive Assistant to the President at least 24 hours prior to the scheduled Governing Board Meeting. Telephone number is listed above.

GOVERNING BOARD OF COCHISE COLLEGE

I, Crystal Wheeler, certify that this notice of public meeting, prepared pursuant to A.R.S. §38-431.02, was posted on the 4th day of October, 2024, by 5 p.m. o'clock.

Crystal Wheeler

Crystal Wheeler, Executive Assistant
Office of the President