

APPROVED MINUTES

COCHISE COUNTY COMMUNITY COLLEGE DISTRICT GOVERNING BOARD REGULAR MEETING

Tuesday, May 14, 2024
Sierra Vista Campus
Governing Board Room – 301
6:04 pm.

Members of the public who wished to attend the meeting via video conference joined at <https://cochise.zoom.us/j/99004588138>.

1. GENERAL FUNCTIONS

1.01 Call to Order

Mr. Nelson called the meeting to order at 6:04 pm.

Board Members Present:

Mr. David DiPeso
Mr. Don Hudgins
Mr. Dennis Nelson
Mr. Tim Quinn – via Zoom
Mrs. Jane Strain

1.02 Pledge of Allegiance

Mr. Hudgins led the Pledge of Allegiance.

1.03 Adoption of Agenda

Dr. Rottweiler amended Consent Agenda item 2.01.13, changing the position title from Coach to Faculty. With no further amendments, the agenda was accepted as published.

1.04 Citizen's In-person Interim

There were no requests to address the Board.

1.05 Standing Reports

1.05.1 Representative to the Arizona Association of Community College Trustees

Mrs. Jane Strain, Arizona Association of Community College Trustees (AACCT) representative, reported that she and Mr. Nelson attended the All-trustees meeting on April 24, 2024, in Phoenix. Mr. Nelson spoke, noting that he had attended a training session on artificial intelligence (AI). During the session, the speaker suggested reading the book "Co-intelligence, Living and Working with AI," which discusses how AI can help with teaching, one-on-one mentoring, tutoring, and counseling services.

1.05.2 Senate

A written Senate report was submitted and accepted as published.

1.05.3 Student Government Association

A written Student Government Association update was submitted and accepted as published.

1.05.4 College President

Dr. Rottweiler began his report by highlighting the HACU Conference in Washington, D.C.. Speaking of the conference, Mr. Andy Espinosa noted that many members of Congress recognized Cochise College and the initiatives the institution has underway. Mr. Espinosa stated it was an excellent opportunity for the students to interact with Congress members and witness the institution's impact on a federal level. The president then provided updates to the Governing Board; highlights included:

Legislative Update:

- The legislative budget negotiations are finally starting to take form. While discussions have not yet included rank-and-file members on either side of the aisle, House and Senate leadership and staff meet regularly with the Governor's staff in budget negotiations.
- The Governor has slowed negotiations, leveraging for agency continuations and director confirmations.
- It has reached the point in the year where state agencies routinely come before the Joint Legislative Budget Committee (JLBC) for enhanced spending authority and/or movement of funds from one line item to another. While this is generally routine, the legislature has recognized its ability to leverage agency needs for spending authority to bring the executive into more focused budget negotiations. Consequently, the JLBC has refused to place many of these agency requests on its quarterly agenda.
- Much of the week's legislative work focused on reviving and revising the Speaker's immigration proposal through a Strike Everything amendment on HCR2060 (Lawful Presence; E-Verify Program; Penalties, now Border; Benefits; Fentanyl; Illegal Entry). If passed, this HCR will bypass the Governor, going directly to the Secretary of State to be placed on the November General Election ballot. The language is substantially similar to a law passed in Texas (SB4) in 2023 and is currently the subject of an ongoing lawsuit before the US Supreme Court.
- On an end note, legislation has passed the 100-day mark, so their per diem is cut in half, hopefully encouraging them to finish the budget.

Facilities Update:

Bugen Hall and Firearms Training Complex projects are on time and within budget.

Sierra Vista Campus

- Bookstore Relocation & Barista Buildout
 - Follett Bookstore, storage & office buildout
 - Complete by June 3
- Bookstore Relocation
 - Start on June 3
- College Vending, Storage & Pantry Buildout
 - Complete by June 7
- Barista Buildout
 - Complete by August 9

- Student Union Servery/Dining Expansion
 - Est. start – June 10
 - Est. completion – August 9
 - Note: Food Court closed beginning June 3rd.

Douglas Campus

- Fire Alarm Panel Upgrades
 - Replace existing fire alarm panels
 - Estimated completion – June 30
- Welcome Center
 - Est. start – June 10
 - Est. completion – August 9

Initiatives:

- On May 3rd, the college received notice of approval for the Bachelor of Science in Nursing and the Bachelor of Applied Science in Leadership, Management, and Operations from the Higher Learning Commission.
- The college will hold a kick-off Press Conference on May 29th at 3:00 pm in the Sierra Vista Campus Community Room. The president has invited industry partners to speak to the workforce needs in their respective areas to include the following:
 - Dr. Shaun Phillips, Canyon Vista Medical Center CEO
 - Sheriff Mark Dannels, Law Enforcement
 - Chief Brian Jones, Sierra Vista Fire and Medical Services
 - Mr. Jeff Jennings, Deputy to the Commanding General (retired) military and civilian workforce on Fort Huachuca
- The college received the final grant approval for the Workforce Scholarship Program through the Governor's Office. The college will receive \$300,000 for high-demand occupations. The money must be spent by September 30, 2024. The intention is to use the dollars to jump-start the Bachelor programs and the Dental Assisting Program.

Dr. Rottweiler discussed the awareness of a threatening email sent to the college. He noted that he was incredibly proud of the college's response. Senior administration briefed the affected areas twice a day during the week of the threat. In collaboration with local law enforcement, the suspect was apprehended. The institution's close partnership with the Sheriff's Office has allowed for additional security measures to be implemented. Additionally, arrangements were made with the Cochise County Sheriff's Office and the Sierra Vista Police Department for an enhanced security plan for upcoming commencement ceremonies.

General Comments:

Events in the Community:

- April 12 – Aviation Open House
- April 19 – Foundation Donor Reception and Legacy Society Event
- April 19 – Cochise College Expo
- April 22 – Groundbreaking ceremony for the Events and Retreat Center hosted by the Legacy Foundation of Southeast Arizona.
- April 23 – The Board of Supervisors recognized Cochise College and proclaimed April as Community College Month

- May 1 – Red & White Ceremony on the Douglas Campus
- May 2 – Red & White Ceremony on the Sierra Vista Campus
- May 3 – Cochise County Healthcare Workforce Forum
- May 10 – Top Cop Celebration
- May 14 – Community Center Art Mural Ribbon Cutting under the guidance of JenMarie Zeleznak. This signifies the role the college plays in enhancing the community.

Upcoming Events:

- May 15 – Adult Education Recognition at 5 pm
- May 16 – Nursing Pinning Ceremony at 7 pm
- May 17 – President's Reception at 5 pm and Commencement at 7 pm
- May 20 – 21 PLA 2.0 – discussing the Great Upheaval book
- May 27 – Memorial Day Observation on Fort Huachuca
- May 29 – Juan Ciscomani – Fireside Chat at 8 am hosted by Sky Islands (Chamber) on the college's Sierra Vista Campus in the Community Room
- May 29 – Baccalaureate Press Conference at 3 pm in the Sierra Vista Community Room
- May 30 – Police Academy Graduation at 2 pm in the Sierra Vista Community Room
- June 11 – Budget Hearing, Special Meeting, and Regular Board Meeting at 6 pm Sierra Vista Board Room

President Rottweiler announced that the college received notice that a Cochise College student had been selected as a Cooke Foundation Undergraduate Transfer Scholar by the Jack Kent Cooke Foundation. Daniela Escalante was among 60 students chosen for this most prestigious transfer scholarship. She is eligible for up to \$55,000 for three years to complete her education. The administration couldn't be prouder of her. She will be the third Cochise student to receive the award in the last 15 years. This is a high recognition for the student, the college, and all the faculty and staff.

Questions or Comments:

Mr. Hudgins asked for a status update on fiber to the Douglas Campus. Mr. David Luna, Chief Information Officer, responded, stating that the project is still on track for a June start date. The plan is to have fiber at the beginning of August. Dr. Rottweiler informed his staff to be ready to go as soon as work begins so there is no delay on the part of the college.

Mr. Quinn inquired about updates on FAFSA. Dr. Rottweiler replied that the short answer was that it had not gotten any better. Ms. Karen Emmer, Director of Financial Aid, stated that students can make corrections to their FAFSA. The college is working with software patches, reprogramming, and testing areas to help pull the FAFSA data in, but it still cannot make corrections until the end of June. Additionally, students who have filled out a paper FAFSA application will not be accepted until the end of June. Dr. Rottweiler noted that the college will reach out and be prepared to help students the best they can. He also mentioned a fundamental shift regarding Title IX coming out of the Department of Education on August 1.

1.05.5 Monthly Financial Report – April 2024

The Financial Report for April 2024 was presented and accepted as submitted.

1.05.6 Monthly Academic Progress Report

The Governing Board reviewed the written academic progress report regarding the non-credit workforce and skills training.

2. NEW BUSINESS *

2.01 Consent Agenda *

The following items were approved:

- 2.01.1 * Non-Exempt; Appointment (*Valeria Garcia, Financial Aid Technician II - Temporary, Douglas Campus*)
- 2.01.2 * Administrative Staff; Appointment (*Sophia Kirkland, IT Security Compliance Administrator, Sierra Vista Campus*)
- 2.01.3 * Administrative Staff; Appointment (*David "Shane" Van Bibber, Director of Residential Life, Douglas Campus*)
- 2.01.4 * Faculty; Appointment (*Kurtis Denney, Instructor of Fire Science Technology, Downtown Center*)
- 2.01.5 * Classified Staff; Resignation (*Bryan Armstrong, Facilities Customer Services Assistant, Willcox Center*)
- 2.01.6 * Classified Staff; Resignation (*Haley Bright, Financial Aid Technician II, Sierra Vista Campus*)
- 2.01.7 * Professional Staff; Resignation (*Alan Hom, Video Production Specialist, Sierra Vista Campus*)
- 2.01.8 * Administrative Support; Resignation (*Claire Jackson, Academic Career Advisor, Sierra Vista Campus*)
- 2.01.9 * Coach; Resignation (*Ricardo Escalera, Head Coach - Women's Soccer, Douglas Campus*)
- 2.01.10 * Coach; Resignation (*Scott Zacker, Assistant Coach - Women's Basketball, Douglas Campus*)
- 2.01.11 * Faculty; Resignation (*Dr. Rodney Alexander, Instructor of Cybersecurity, Downtown Center*)
- 2.01.12 * Faculty; Resignation (*Keesa Flake, Instructor of Nursing, Downtown Center*)
- 2.01.13 * Faculty; Resignation (*Janell Jackson, Instructor of Nursing, Downtown Center*)
- 2.01.14 * Faculty; Retirement (*Theresa Biron, Instructor of Nursing, Downtown Center*)
- 2.01.15 * Faculty; Retirement (*Margarita Fate, Instructor of Business Administration, Sierra Vista Campus*)
- 2.01.16 * Curriculum Changes
- 2.01.17 * 2024-2025 Course Fee Changes
- 2.01.18 * IGA Renewal – Southeast Arizona Law Enforcement Academy
- 2.01.19 * IGA Extension – City of Douglas Bus Services
- 2.01.20 * Acceptance of Minutes for April 9, 2024 – Regular Meeting

Mr. DiPeso moved, and Mr. Hudgins seconded a motion to approve the Consent Agenda. There was no further discussion. The Governing Board unanimously approved, with members David DiPeso, Don Hudgins, Dennis Nelson, Jane Strain, and Tim Quinn all voting aye. **MOTION CARRIED.**

****Introductions****

Mr. Wick Lewis, Executive Director of Human Resources, introduced James Martinez, Accounts Payable Technician.

3. INFORMATION ITEMS

INFORMATION

3.01 Communications

- The college received no new communications for the month of May.

3.02 Achieved Excellence (A.E.) Awards - 2024

Serena Westbrook, Executive Assistant for the Executive Vice President for Academics, introduced the 2024 Achieved Excellence Award recipients: Vienna Baker, Karlo Favela, Ryan Harris, and Dawn Nuetzel.

3.03 Higher Learning Commission (H.L.C)

Dr. James Perey, Executive Vice President for Academics, presented H.L.C. updates to the Governing Board; highlights include:

Accreditation is crucial for several reasons:

- **Quality Assurance:** Accreditation serves as a stamp of approval indicating that an institution meets specific quality standards. It assures students and the public that the institution provides quality education.
- **Federal Funding:** For schools, accreditation is necessary to be eligible for federal funding, which includes student access to federal financial aid. This is critical for many students who rely on loans and grants to finance their education.
- **Credit Transfer:** Credits earned from an accredited institution are more likely to be recognized and accepted by other accredited colleges and universities. This is important for students wishing to transfer to universities.
- **Employment Opportunities:** Many employers look for graduates from accredited programs to ensure that their education meets industry standards.

Over the last Academic year:

- December 4, 2023 - Multi-site visit: Ft. Huachuca & Willcox Centers (operations appear to be adequate)
- January 23-24, 2024 - Site Visit for Baccalaureate (QIP)-Approved of Bachelors programs in RN-BSN and LMO (May 3rd)
- February 27-29, 2024 - ACEN 10-year Accreditation Visit-(Recommend reaffirmation of accreditation). ACEN Board will not meet until September.
- April 13-16, 2024 - HLC Conference in Chicago. Those attending include James Perey, Wendy Davis, Dana Horne, Sheena Brown, Angela Garcia, Jeni Patton, and Janelle Simpson.

Accreditation Countdown:

- February 2026 - One year, 9 months, and 9 days, or 21 months and 9 days, or 650 days

Next Steps Comprehensive Timeline:

- Summer and Fall 2024 -Continue with gap analysis, evaluate and collect possible evidence for each of the criteria
- May 2025 – Complete draft Argument
- Fall 2025 – Internal peer review, editing, uploading, and linking evidence

- January 20, 2026 (anticipated) - lock on Year 10 Assurance Argument with Evidence
- February 23-24, 2026 - Comprehensive Evaluation (Assurance Review, Federal Compliance Review, Student Opinion Survey, Third-Party Comment, On-site Peer Review Visit, and Multi-campus Visit).

Questions/Comments:

Dr. Rottweiler added that each April is the HLC conference, and his recommendation is to have a board member, preferably the chair, attend next year.

The college president noted he signed paperwork for ACEN to approve and accredit the Bachelor of Science in Nursing program.

Dr. Perey stated the institution is preparing to submit the two baccalaureate degrees to the Department of Education in hopes of getting approval for Financial Aid and submitting the curriculum for the Dental Assistant program to the Department of Education and HLC for approval.

Mrs. Strain noted that there is no standard among the colleges in terms of which bachelor's degree plans are offered. Dr. Perey replied, stating each county's workforce is different; therefore, the programs will be tailored to their community needs.

Dr. Rottweiler expressed the importance of Arizona community colleges having the ability to make decisions for their local districts and cautioned against a state-wide system.

3.04 Policy 623 – Faculty Workload – First Read

Policy 623 – Faculty Workload was presented with minor revisions as a first read. With no changes, the policy will be brought before the board for a second read and approval during the June meeting.

Dr. Perey stated the plan is to reduce office hours from ten to five, which puts the institution in line with other colleges; however, it does not mean they will not meet with students outside of that timeframe.

4. COMMENTS FROM GOVERNING BOARD MEMBERS

Mr. Nelson turned the time to Governing Board members to provide comments/share information.

- Mr. Quinn
 - He congratulated the graduates, faculty, staff, and all the Red & White Certificate recipients.
 - Gave thanks to Mr. Nelson for covering in his absence.
- Mr. Nelson
 - Noted the Bisbee High School baseball team won the state championship
 - Gave compliments to those involved in executing the Mirage publication
 - He enjoyed the Foundation Dinner and Expo, where he engaged with faculty, staff, and students.

5. ADJOURNMENT

Mr. Nelson adjourned the meeting at 6:50 pm.

Respectfully Submitted:

Crystal Wheeler, Executive Assistant, Office of the President

Mr. Dennis Nelson, Secretary of the Governing Board