

APPROVED MINUTES

COCHISE COUNTY COMMUNITY COLLEGE DISTRICT GOVERNING BOARD REGULAR MEETING

Tuesday, October 8, 2024
Douglas Campus
Administration Building 100 Room 101
6:00 p.m.

Members of the public who wished to attend the meeting via video conference joined at <https://cochise.zoom.us/j/98806303608>.

1. GENERAL FUNCTIONS

1.01 Call to Order

Mr. Quinn called the meeting to order at 6:00 p.m.

Board Members Present:

Mr. Tim Quinn
Mr. David DiPeso
Mr. Don Hudgins
Mrs. Jane Strain

Board Members Absent:

Mr. Dennis Nelson

1.02 Pledge of Allegiance

Mrs. Strain led the Pledge of Allegiance.

1.03 Adoption of Agenda

Consent Agenda Item 2.01.6, Exempt Appointment of William Sadler, Sr. Systems Administrator, was removed from the agenda; Mr. Sadler resigned his accepted position. The agenda was adopted with no further modifications.

Mr. Hudgins moved, and Mr. DiPeso seconded a motion to adopt the meeting agenda. With no further discussion, the Governing Board approved with Mr. Quinn, Mrs. Strain, Mr. Hudgins, and Mr. DiPeso all voting aye. **MOTION PASSED.**

1.04 Citizen's In-person Interim

There were no requests to address the Governing Board.

1.05 Standing Reports

1.05.1 Representative to the Arizona Association of Community College Trustees (AACCT)

There were no new AACCT updates.

1.05.2 Senate Report

A written Senate report was submitted and accepted as published.

1.05.3 Student Government Association (SGA)

Ximena Lizarraga, Student Government Association (SGA) President, introduced the Douglas SGA Board members. Mr. Abe Villarreal, Dean of Douglas Campus presented fall semester updates to the board; highlights include:

SGA Member Introductions:

- Ximena Lizarraga, President
 - Major: Business Administration
- Diego Cazares, Vice-President
 - Major: Allied Health
- Camila Rivera, Secretary
 - Major: Psychology
- Estefania Ramirez Toscano, Vice-President for Public Relations
 - Major: Fine Arts
- Miguel Fragoso, Vice-President for Student Programming
 - Major: Elementary Education
- Sergio Montiel, Treasurer
 - Major: Political Science

Fall 2024 Events:

- August – September
 - Hosted 11 events
 - Events focus on Civic Engagement, Cultural Events, Club Fairs, and Social Awareness

Upcoming Events:

- Hispanic Heritage Celebrations – Oct. 8 & 9
- Day of the Dead – Celebrating diversity with students from 30 different countries
- Family Night – Nov. 6 at 4:30 pm

Goals:

- To grow the utilization of the Que Pas space. The game room has been extended into the patio and the game offerings have been updated.
- 2024-2025
 - Continue to foster a safe, inclusive, and supportive college environment by listening to and advocating for students through comments boxes, surveys, etc.
 - Increase club offerings and student leadership opportunities through professional development

Questions/Comments:

Abe Villarreal, Student Government Advisor and Douglas Campus Dean, noted there is a decrease in the formation of student clubs and the goal is to help students feel confident enough to establish their own clubs. He also stated that the goal is to increase the number of clubs in order to appeal to different student interest.

1.05.4 College President

Dr. Rottweiler, President, complimented the SGA students for striving to increase student engagement, and noted that nationwide studies show that student success correlates with increased club/student activity participation. He then provided updates to the Governing Board; highlights include:

Legislative Update:

- As part of an RFP, AC4 conducted interviews with three firms for representation as the legislative liaison. High Ground with Nick Ponder and Scott Smith were selected, and a two-year contract was agreed upon. Nick has vast experience serving as the legislative liaison for the League of Cities and Towns. He understands the challenges of association representation with large and small organizations.
- The college is awaiting the November 5th election.
 - Federal Budget--\$850K for Douglas Campus Turf Projects
 - State-level races will decide control of the House and Senate
- Hosted candidates and officials from both political parties including:
 - Doug Ducey and Katie Hobbs
 - Two field hearings for the United States Congress
 - Mike Pence, Ron DeSantis, Robert Kennedy Jr., JD Vance, Donald Trump, and Vice President Kamala Harris.
 - During these visits, Cochise College continues to share a common message about the border, security, personal and commercial passage, and overall economic viability as a borderland's college.
- Dr. Rottweiler expressed his gratitude for the work the team has done over each of those visits. He has received numerous compliments about the facilities, the college, and most importantly, the people!
 - The recent visit by Vice President Harris was an example of the culture of excellence demonstrated daily at Cochise College. Dr. Rottweiler noted that while the Vice President's Campaign covered all cost associated with this visit, the college team truly rose to the occasion with dignity and grace and was able to meet the needs of the campaign.
 - The White House Communications Agency provided a special Certificate of Appreciation to Andrea Alston, Stella Rees, and David Luna. Dr. Rottweiler also recognized Dr. Jennifer Wantz and Dean Abe Villarreal for their hard work making the event a great success.

Facilities Update:

- All construction projects are on time and on budget. Plan is to take occupancy of the Fire Training Complex in late November with a Ribbon Cutting in December and plans to take occupancy of Bugen Hall in December with a Ribbon Cutting in January.

Initiatives:

- Workforce Development
 - Fort Huachuca
 - Security+
 - OSHA 10 & 30
 - Canyon Vista Medical Center
 - Leadership Series
 - City of Benson
 - Math Workshop for ADEQ testing

- Working with Arizona G&T on internships and apprenticeships in Clean Energy
- Excelsior Mining
- Aluminum Dynamics
- Douglas Port of Entry
 - The quarter of a million-dollar project was awarded to Hensel Phelps Construction Company. Early indications predict a groundbreaking in Fall of 2025 with completion in Fall of 2028.
- Willcox Center
 - Microsoft Word Series
 - OSHA 10
 - AHA-Heart saver First Aid, CPR and AED

Community Engagements:

- September 19 – Founders Day Events; received proclamations from each city mayor/official
- September 25 – College hosted AC4 Workforce meeting
- September 27 – College hosted Vice President Harris on the Douglas Campus
- September 30 – College hosted Cochise County Non-profit Conference
- October 3 – Met with Canyon Vista Medical Center related to tuition reimbursement options utilizing the new baccalaureate programs
- October 3 – Meet & Greet the Scholars

Upcoming Activities:

- October 9-14 – Annual Leave
- October 17-21 – Annual Leave
- October 22-26 – ACCT Leadership Congress in Seattle
- November 1 – United Arizona Veteran’s Hall of Fame honoring Mrs. Jane Strain
- November 2 – College Board & Foundation Social
- November 11 – Veterans Day (college closed) & Events in the park
- November 12 – Board Meeting – Sierra Vista @ 6 PM
- November 15 – Pit Fire
- November 16 – Hall of Fame Induction (10:30 a.m. – 12 pm)

Questions/Comments:

Mr. Quinn addressed Mr. Cullen Scarborough, Dean of Workforce Development and Military Programs, regarding the career bridge program for retiring military. Mr. Scarborough replied saying they are working on agreements now with Human Resources. Although there is an initial 8-week program, if it is approved through the Army Transition Assistance Program then it could be 16 weeks to 6-months. Mr. Scarborough noted currently there are 32 retiring HR administrative assistants with nowhere to go so the initiative is much needed.

1.05.5 Monthly Financial Report – September 2024

The Financial Report for September 2024 was provided in the board packet, and approved as submitted.

1.05.6 Monthly Academic Progress Report – October 2024

The monthly Academic Progress Report for October 2024 included an enrollment report.

Mr. Quinn noted that he is pleased to see the increase in enrollment.

2. NEW BUSINESS *

2.01 Consent Agenda *

The following items were approved:

- 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

Mr. DiPeso moved, and Mrs. Strain seconded a motion to approve the Consent Agenda. With no further discussion, the Governing Board approved with Mr. Quinn, Mrs. Strain, Mr. Hudgins, and Mr. DiPeso all voting aye. **MOTION CARRIED.**

*** Introduction of New Employees ***

Mr. Wick Lewis, Executive Director of Human Resources, introduced Shane Van Bibber, Director of Residential Life and Andrew Parra, Academic / Career Advisor TRiO.

2.02 2025 Governing Board Meeting Schedule

The administration requested the Governing Board adopt a motion to approve the proposed 2025 Board Meeting Schedule.

Mr. Hudgins moved, and Mr. DiPeso seconded a motion to approve 2025 Board Meeting Schedule. With no further discussion, the Governing Board approved with Mr. Quinn, Mrs. Strain, Mr. Hudgins, and Mr. DiPeso all voting aye. **MOTION CARRIED.**

2.03 Policies for Second Readings and Approval

The administration requested 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 were 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

Mrs. Strain moved, and Mr. DiPeso seconded 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. With no further discussion, the Governing Board approved with Mr. Quinn, Mrs. Strain, Mr. Hudgins, and Mr. DiPeso all voting aye. **MOTION CARRIED.**

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

The administration requested the Governing Board adopt a motion appointing a voting delegate for the ACCT Leadership Congress.

Mr. Quinn moved, and Mr. DiPeso seconded a motion to appoint Mrs. Strain a voting delegate for the ACCT Leadership Congress. With no further discussion, the Governing Board approved with David DiPeso, Don Hudgins, Mr. Quinn, voting aye; and Mrs. Strain abstaining. **MOTION CARRIED**

3. INFORMATION ITEMS

3.01 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, led a presentation on Athletic program updates recognizing Angel Ortega, for his work with athletes and coaches increasing social media presence. Presentation highlights include:

New Hires:

- Santos Rangel, Women’s Soccer Head Coach
 - He previously served as the Assistant Coach for Women’s Soccer
- Ana Arredondo, Assistant Athletic Trainer
 - Recent Master’s graduate from Northern Arizona University
 - She has help implement a program called the healthy roster, which helps streamline the athletic training paperwork.
 - She has also worked closely with the CEO of Canyon Vista Medical Center to help provide the umbrella coverage for student athletes.
- Joseph Frank Fouda, Women’s Basketball Assistant Coach
 - Comes from UT San Antonio

- Quint Bell, Rodeo Assistant Coach
 - Competed collegiately at Oklahoma Panhandle
 - Competed in the professional circuit before getting into coaching.

Women's Soccer:

- 2023 Record: 7-5-2 (5-4-2 Conference)
 - Sabrina Amezcua, 1st Team All-Conference (2023)
 - Julia Giuriatti, 2nd Team All-Conference (2023)
- Next Level from 2023 Roster: 1-NCAA DI, 2-NCAA DII, 1-NAIA
- Current 2024 Record: 7-2-3 (4-1-2 Conference)
 - Jocelyn Navarro (ACCAC Player of the Week) Week 2
 - Currently ranked #18 nationally.
 - Next home game is Saturday at Sierra Park in Sierra Vista against Community Christian College beginning at 6:00 p.m.

Women's Basketball:

- 2023-2024 Record: 26-8 (18-5 Conference)
- 2024 NJCAA Region I Champions
- Fortuna Ngnawo, Ali Hardwell, Clara Gonzalez (1st Team All-Conference)
- Fortuna Ngnawo, 1st Team NJCAA All-American
- Misty Opat, 300 Career Wins (March 17th, 2024)
- Next Level from 2023-24 Roster: 6-NCAA DI

Men's Basketball:

- 2023-2024 Record: 21-11 (13-6 Conference)
- 2024 NJCAA Region I Runner Up
- Jalen Barbee (1st Team All-Conference), Tracy Godfrey, Riley Parker (2nd Team All-Conference)
- Jordan Hernandez, ACCAC Conference Defensive Player of the Year
- Next Level from 2023-24 Roster: 4-NCAA DI, 1-NCAA DII, 1-NAIA

Baseball:

- 2024 Record: 34-22 (21-17 Conference)
- Matthis Meurant, 1st Team All-Conference (2024)
- 3 former Cochise Baseball players drafted in 2024 MLB Draft: Evan Shaw, Connor Caskanette, and Ryan Magdic
- Next level from 2024 Roster: 3-NCAA DI, 1-NCAA DII, 1-NAIA

Rodeo:

- 2024 Women's NIRA Grand Canyon Region Champions
- Taten Erickson, Acelyn Brink, Taylar Smith, Macie Fowlie, Sealey Bottom (2024 NIRA National Rodeo Qualifiers)
- Taten Erickson (Tie Down Roping), Macie Fowlie (Goat Tying) – National Championship Round Qualifiers
- Roster has tripled in the last year

Micayla Silas, current athletic student, spoke about the student-athlete experience, highlights include;

- Grew up in Wisconsin moved to Mesa, Arizona, then to Cochise
- Plays Guard position on the Cochise Women's Basketball team.
- Having Native American heritage, she was anxious to move away, but Cochise College has given her the opportunity to embrace and support her culture with family.

- Chose Cochise because of the people and the athletic programs at the college.
- During her time at the college, she was involved in a physical incident with teammate. She expressed her appreciation on how the situation was handled by the athletic director and the deans.

Department:

- Notification from the ACCAC on DI/DII scheduling split, which has created some challenges in terms of scheduling and budgets.
- CoolFM streams the men's and women's basketball games. This opportunity has given the teams more exposure and has created a more engaged community in terms of athletics
- November 15 & 16- Cochise Classic at Buena High School.
- This year, athletics have implemented the 2-2-2 initiative, which encourages student athletes to participate in 2 community service projects, 2 campus engagement project, and 2 department projects
- October 30- Athletics Presentation @ Buena HS
- January 22 – Hosting Benson Night
- Mr. Falkner shared a phrase used often in athletics; "C.A.K.E." which stands for being coachable, accountable, kind, and engaged. The phrase serves as a reminder to the students that their behavior as a student athlete will help dictate his behavior as an athletic director and if they rise to the occasion and do what is expected of them, then it'll be "cake".

Mr. Falkner recognized the college's great athletic program. He also noted that having long-term coaches like Jerry Carrillo, Men's Basketball coach, and Todd Inglehart, Baseball coach, says a lot about the institution. Mr. Falkner also thanked several departments throughout the campus for their part in the success of the athletic department.

Questions/Comments:

Mrs. Strain inquired about how many student athletes; Mr. Faulkner responded noting there are about 120, which is up from 110 last year. He also noted that 24 student athletes were recognized as NJCAA Academic All-American (3.6 GPA or higher).

Dr. Rottweiler noted that having 120 student athletes is very robust, but that it plays a critical role in college operations.

Mr. Quinn noted that Micayla was a great spokes model and asked for an example of the 2x2x2 model. Mr. Falkner gave the example of cleaning, helping with Pit Fire, and supporting presentations such as the Native American presentation held last spring.

3.03 Aviation Report

Belinda Burnett, Director of Aviation, provided a presentation on Aviation program updates; highlights include:

Enrollment & Completion Trends

- Number of students per semester
 - 2022-23 – 30
 - 2023-24 – 41
 - 2024-25 – 45 (10 students on roll list for Spring)
 - Fall 2025 – 7 already enrolled
- Completion of pilot & instructor certificates
 - Pilot Certificates
 - 2022-23 – 30

- 2023-24 – 27
- 2024-25 – 32 (anticipated)
- Instructor Certificates
 - 2022-23 – 12
 - 2023-24 – 12
 - 2024-25 – 14 (anticipated)
- Ratings (IRA & Multi)
 - 2022-23 – 17
 - 2023-24 – 22
 - 2024-25 – 22 (anticipated)

Revenue Trends

- Tuition & Fees Revenue
 - 2022-23 – \$1,077,351
 - 2023-24 – \$1,379,206
 - Fall 2024 – \$1,069,000
 - Spring 2025 – \$1,000,000
 - Total FY 24/25 - \$2,069,000
- Revenue per student annually
 - 2022-23 - \$31,340
 - 2023-24 - \$33,639
 - 2024-25 - \$45,000
- 2023-24 – Shortfall of \$70K
 - Increase in housing (\$26K) and instructors pay
 - Proposed a 5% increase in flight fees to offset the cost of additional expenses

Additions to the FLY Cochise Fleet

- “Suzie” the new fuel truck
- “MAX” the new simulator FMX simulators; dual flight controls

Questions/Comments

Mr. Hudgins and Mr. DiPeso congratulated Ms. Burnett for her hard work to turn the program around. Ms. Burnett recognized administration and her team for helping with their success.

Mr. Quinn asked how the leased aircrafts are going from a maintenance and logistics standpoint. Ms. Burnett responded stating they are working very well. Although, there are times mechanical maintenance issues arise, the leased airplanes are truly the core of the program. To help manage the maintenance issues, the program implemented maintenance checks every 15 hours of flight time instead of every 50 hours.

Mr. Quinn also questioned how the airfield facility is doing. Responding, Ms. Burnett states the runway and taxiway are in great condition with help from the Airport Pavement Preservation Project put on by Arizona Department of Transportation (ADOT). However, the ramp and parking area are struggling significantly. The pavement is deteriorating rapidly, but because of the type of pavement it is and where its located, it is not on the priority list for ADOT. The institution did receive a grant for the design, but there is a tear out component as well, which the college also received an ADOT grant for; however, it was agreed upon to not proceed with the tear out until there is enough money to put the pavement back in, which could potentially be 2025 – 2026.

3.04 Douglas Campus Report

Abe Villarreal, Douglas Campus Dean, provided a presentation to the Governing Board regarding campus enrollment, housing and residence life, community engagement, and the Commercial Port of Entry; highlights include:

Enrollment:

- There are 33 classrooms being utilized with 234 course sections being offered for the full 16-week courses
- Many sections have caps lifted above 20
- ESL course offerings are at record high enrollment

Housing & Residence Life:

- New Director: Shane Van Bibber
- Weekly housing events; more than 40 have happened since July
- New AOC structure: includes a stronger leadership presence with event management
- 184 students and 16 staff in housing units.

Community Engagement:

- Weekly coffee networking hours from 8 a.m. to 9:30 a.m. on Fridays
- Weekly office hours at Mexican Consulate on Fridays from 2 p.m. to 4 p.m.
- Weekly radio spot
- Attendance at School Board Meetings, City Council meetings, local award assemblies, and graduation ceremonies.
- Tabling at community events
- Cochise en Espanol Zoom Sessions

Commercial Port of Entry:

- Cochise College is positioning itself to support the development of the new commercial port of entry and contribute to the region's economic growth. Leadership meets with city and county officials regularly as the port develops.
- Areas of educational training may include: construction and infrastructural development; logistics, technology, and cybersecurity; economic development and cross-border trade/entrepreneurship; public safety, health, and customs/regulatory compliance.
- Certificate and short-term training programs will be explored in partnership with government and private agencies.

Dean Villarreal also recognized Angie Bustamante and the TRiO program.

Questions/Comments:

Mr. Hudgins thanked Dean Villarreal for his efforts on the Douglas Campus.

Mr. DiPeso inquired about the rumors regarding the closing of the Douglas Campus; Abe noted that it is a rumor that has been around the community for a long time, even though it is not founded.

Mr. Quinn asked if there has been an increase in transborder students. Mr. Villarreal replied noting he does not have an exact number but it has increased. Currently there about 55 or more students who cross the border to come to class.

Mr. Quinn inquired about what type of certificates or short-term training are being discussed. Dr. Perey, Executive Vice President for Academics, responded noting that he and others contacted

Lightcast for economic forecasting asking what skills are needed to build and to support a port of entry. Unfortunately, they were not able to give the college any direction. However, the team has contacted the office of economic opportunity, who would like to work with the institution. From basic conversations with people from the Nogales Port of Entry, ideas for possible certificates or short-term training include international business trade as well as OSHA and other small skills training.

Dr. Rottweiler stated that so far it is unknown how this port will be used. Part of the planning is to have a larger entrance and exit on the commercial port for mining equipment. If this comes to fruition, Cochise County could become a fairly significant hub for heavy equipment repairs, which the college could then create programs to help meet the needs of the community. All in all, the port of entry will create new opportunities for the college, it is just a matter of waiting and seeing how it plays out.

4. COMMENTS FROM GOVERNING BOARD MEMBERS

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

- Mr. DiPeso
 - Gave thanks for all the presentations.
- Mr. Quinn
 - Thanked staff for their presentations.
 - Expressed how impressive the visit from Vice President Harris was.

5. ADJOURNMENT

Mr. Quinn adjourned the meeting at 7:40 p.m.

Respectfully Submitted:

Crystal Wheeler, Executive Assistant, Office of the President

Mr. Dennis Nelson, Secretary of the Governing Board