

MINUTES

COCHISE COUNTY COMMUNITY COLLEGE DISTRICT GOVERNING BOARD REGULAR MEETING

Tuesday, March 19, 2013
Sierra Vista Campus
6:00 p.m.

1. GENERAL FUNCTIONS

1.01 Call to Order

The meeting was called to order by Mrs. Strain at 6:14 p.m.

Board Members Present:

Mrs. Jane Strain
Mr. David DiPeso
Dr. John Eaton
Mr. Donald Hudgins (via teleconference)
Mr. Dennis Nelson

1.02 Pledge of Allegiance

1.03 Adoption of Agenda

The agenda was adopted as published.

1.04 Citizen's Interim

There were no requests to address the Board.

1.05 Standing Reports

1.05.1 Representative to the Arizona Association of District Governing Boards (AADGB)

Dr. Eaton stated that the next meeting of the AADGB will be held on Thursday, March 28, 2013, at 10 a.m., in Phoenix at the Maricopa Community Colleges, and one item on the agenda will be Non-operating Districts. He also informed the Board that the training session for Board members has been postponed until next year.

1.05.2 Representative to the Association of Community College Trustees (ACCT)

Mrs. Strain stated that ACCT will meet in Seattle, WA during the first week in October 2013 for their Annual Leadership Congress. The congress, which is their internal governance meeting, will also include workshops, break-out sessions, presentations, and elections for the internal structure within ACCT.

Mrs. Strain plans to attend, specifically representing Cochise College, and potentially Arizona and the Pacific Region caucus election. Dr. Rottweiler stated that Mrs. Strain is being sought after to be a leader in the organization, and he acknowledged and commended her willingness to do this.

1.05.3 Senate

There was no Senate report provided as the Senate had not met in the time leading up to this Governing Board meeting.

1.05.4 Student Government Association (SGA)

Justin Galaviz, President of the Sierra Vista campus Student Government Association, kicked off his report by showing a YouTube video of club members doing the Harlem Shake during a club meeting.

Mr. Galaviz then provided the report, beginning with the introduction of SGA officers, Vice President – Casey Carrillo, Secretary – Kasey Busic, Treasurer – Malia Griffith, and the new Social Events Coordinator – Will Hill. Also in attendance were the students from HON 255, Leadership and Service, who came to learn about the leadership of the college.

Mr. Galaviz stated the SGA completed their Alternative Spring Break last week, adding that the nine projects were in the newspaper on Tuesday of last week. There was an average of 20 participants at each event during the 28 hours of service, which included faculty, high school and middle school students, as well as a couple of boy scouts. Projects ranged from graffiti removal at a local park, cleanup of the Sierra Vista campus fitness trail, completion of 9 blankets for the local homeless shelter, work on a family farm, raising money at a car wash for the summer pharmacy camp, and the completion of small project at the Forgasch House. So far this year, the SGA has held 58 events and projects, with 4,008 students attending.

A review of upcoming events included National Waffle Day on Monday, March 25th, and on April 10th from 1 – 6 p.m., the SGA will be hosting the Arizona Youth Town Hall, where students from the Douglas campus and the University of Arizona-South, as well as students from the Berean Academy and Buena High School will discuss the topic of Higher Education in the State of Arizona. The SGA will be celebrating Cochise College during the week of April 15 – 20, with Meet Your Major, the Arts and Music Festival, Club and Students Showcases, a No-Talent Show, and the Honors Colloquium and Reception. The week will conclude with the Red and White Banquet on Saturday, April 20th at 5 p.m. Mr. Galaviz extended an invitation to the Board members to attend the event, which celebrates all of the achievements of the Sierra Vista clubs. On April 26th, from 5 – 8 p.m., the SGA will be co-hosting a Take Back the Night event, along with the Southern Arizona Center Against Sexual Assault. Their Relay for Life team has been actively working on raising money for Team Cochise College, and will be holding a pancake breakfast at the Landmark Café on March 30th – cost is \$3.

As for their clubs: AFCEA recently held their annual Computer Challenge – 315 students attended; ALS is planning a Silent Lunch on March 25th, and bowling on March 23rd; Cochise Culinarians are doing a Dessert Sale on April 3rd and will be making the desserts for the Red and White Banquet; Communitie is currently

collecting canned foods for local charities; the Dance Club is holding a bake sale on March 20th, is sponsoring a dance on April 5th, and will be performing at the Pima County Fair on April 23rd; Kaleidoscope is continuing to take submissions from students and clubs for the online newspaper; Lessons of the Holocaust Club is holding an event on National Holocaust Remembrance Day, Monday, April 8th; the next meeting of the Literary Guild will be held on April 4th, and Snow Flower and the Secret Fan will be the topic of discussion; the MACS Club held their annual Math Bee on March 8th, and it was a success; PTK recently obtained a 5-Star rating at the regional conference where they received a plaque and a cash award for their Honors in Action project – new member induction will be held on April 13th; the Philosophy Club meets the first Tuesday of every month – they are working on a time capsule project; Pre-Pharmacy is planning their Pharm Camp from June 3rd – 5th, and they are looking for instructors; the Psychology Club will be hosting Brain Week in the Student Union all this week, with activities to increase your brain power; on March 26th, Rotaract is assisting with a demonstration at Buena High School; the Science Club is holding a raffle for a Nexus to raise money for events, and is holding a Wild and Scenic Film Festival on April 13th – they are very active with the Friends of the Library, assisting with community service projects once a month; and on April 26th, VICA is hosting the High School Welding Competition. Other clubs are holding regular meetings, and all events can be viewed by visiting the website at www.cochise.edu/activities.

1.05.5 College President

Dr. Rottweiler thanked the Board for coming in early for the Study Session. He then commented on Mrs. Strain's nomination to be on the ACCT's Board of Directors. He also felt it was important to know the leadership this Board takes. Dr. Rottweiler directed the Board's attention to page 12 of the Winter 2013 edition of the ACCT Trustee Quarterly where a picture of Dr. Eaton and Mrs. Strain, who were actively engaged in a symposium related to completion, was taken immediately prior to the 43rd Annual Leadership Congress in Boston. In addition, on page 25, there was an article related to the Arizona Community College Coordinating Council, and their desire to have more of an input at the legislature and in Phoenix. He then provided the Board with a publication from the Association of American Colleges and Universities (AACU), Ramping Up for STEM Success – Pathways for Student Transfer, where on page 3, a picture of the Sierra Vista campus could be found, along with an article written by Dr. Maria Hesse from ASU, talking about the amazing pathways at Cochise College and Arizona State University. Dr. Rottweiler stated we are seeing the things we're doing being recognized, we're very proud of those things, and we're appreciative of the Board's leadership in those initiatives.

Regarding legislative issues, Dr. Rottweiler provided the Board with a packet of Bills of Interest from the legislature. He drew their attention to the STEM bill, which passed 58-0 in the House, it passed out of the Senate Education Committee with no opposition, and is scheduled to go into Senate Appropriations this week. As of right now, it looks really good to come through. The plan will be to attach funding to that during the Budget Bill; it is already in the governor's budget to fund at \$3.3M on this initiative of capital outlay. They chose to go 50%, and excluded Maricopa and Pima; we are working very hard to put Maricopa and Pima back in. In his discussion with Kristin Boilini, even if we're unsuccessful in

getting them back in, it appears that the \$3.3M is solid. We are seeing some success there, and we're very pleased.

On a federal level, Jeremy Wilson Zimmerman from Congressman Barber's office called (after Dr. Rottweiler and Mrs. Stain met with Congressman Barber during their trip to Washington, DC), requesting any input we may wish to provide in the National Defense Authorization Act relative to some of our initiatives on the Douglas campus. We were also contacted by Michael Bouche, who provided information from the Arizona Department of Emergency Management related to some potential partnering around UAV's in emergency management, fire control, and those types of areas. Dr. Rottweiler stated he is seeing some real benefits from the time taken to visit with Congressman Barber and his staff, and he is looking forward to meeting with him later this week when Mr. Barber comes to address the Huachuca 50.

In the area of facilities, Dr. Rottweiler reported that the Douglas gymnasium renovation is currently on schedule. The resurfacing of parking lots on the Douglas campus, which was incorporated into the budget, is scheduled to begin the day after commencement. It is also in the budget to resurface two parking lots on the Sierra Vista campus, and those will be scheduled in the coming months. Regarding the Benson Center, Dr. Rottweiler stated he received notification that a contractor has been awarded a contract to revamp the entryway into the Benson Center, thus making it a much nicer flow-through into town, and hopefully avoid the traffic driving through our parking lot. The city will take responsibility for that entryway. He added that it was approximately two years ago the Board provided an easement for this project, and it now looks like it will soon be underway. The other major construction project on the Sierra Vista campus will be in the 700 Building, where the restrooms will be renovated in order for them to become ADA compliant and to bring them up to a standard we can be proud of. We continue to try to improve our facilities year after year.

In his general comments, Dr. Rottweiler stated that, under the direction of the Board Chair, he has reached out to ACCT to provide a Board retreat. He requested that Board members send him some dates they would be available so that arrangements can be made for Pam Fisher, a consultant, to come and spend some time in a Board retreat to discuss board assessment, as well as other key areas of concern the Board may have.

As the Board may have seen in the newspaper, one of the first negative effects of sequestration has been that the Army has denied and stopped all tuition assistance for active duty military, which came as quite a shock to the college. Dr. Rottweiler stated he is appreciative of Mrs. Hoyos and the Cochise College Foundation for re-opening the scholarship application pool and extending it for a week to allow some of our soldiers, who have been attending college with tuition assistance, to apply. Mrs. Hoyos reported that we have increased our applicant pool by approximately 100, many of which are military men and women. Dr. Rottweiler stated that there is action taking place in Washington, DC to reinstate tuition assistance. In his discussions with Congressman Barber's office, he believes a bill will pass the Senate without issue, and they will work very diligently to see that funding remains in place as it moves through the House. Mr. Zimmerman will report back to Dr. Rottweiler and keep him apprised of the progress.

Dr. Rottweiler informed the Board that it's time for the Higher Learning Commission (HLC) again! He provided them with a copy of the request he received to establish a time for the next reaffirmation in 2015-16. They requested two options for a visit, and we have selected October 5-6, 2015 as the first option and October 26-27, 2015 as the second option. He will update the Board as the plans move forward. He reminded the Board that this will be done under a different model – the Open Pathways model. Dr. Fick, Dr. Hall, and a number of faculty have been actively engaged with the HLC. We will prepare for the visit over the coming years, and then the HLC will come and spend some time with us on our campus. We are hopeful for the same type of high recommendations that were made the last time we were visited. It's because of that initial response almost ten years ago, we have been provided some opportunities to be in some pioneering institutions and cohorts that will allow us a smoother transition into this new pathway. Dr. Rottweiler stated he will be able to provide the Board additional information after his attendance at the HLC annual conference being held the first weekend in April.

Dr. Rottweiler stated that senior administration and the Vice President for Instruction's Council met on March 6th for the annual budget retreat. He was pleased to report that great progress was made, and the budget will be brought before the Board for action at the June Governing Board meeting. The initial steps are before the Board this evening as an action item for approval of tuition and fees. Truth in Taxation will be brought to the Board in May as it relates to property taxes, and the final budget will be brought to the Board for approval in June. A work session is scheduled to be held next month where the budget, as it has been prepared thus far, will be presented; Board input and guidance will be requested. Dr. Rottweiler stated he is pleased with the budget, adding that the budget managers did a good job in pulling things together. We are in some fairly difficult times financially, but the college is in a good situation, and people have rallied to the cause to meet our future. The schedule is slightly different this year; Truth in Taxation will be presented a month early (May) so that we know what our revenue is before the budget is presented (in June). Dr. Rottweiler feels this is a better situation so that the Board is not 'backed into a corner' on some things. In addition, he believes it gives us a better option of being out in front of the taxation rather than always being behind.

Our strategic plan runs out in 2014; therefore, we will be beginning a brand new strategic planning process. Dr. Rottweiler stated it is senior administration's intention to begin working on it after commencement, to bring the strategic plan to the forefront. At that point, we'll go to a different model that addresses the strategic plan each year, rather than five-year plans which have been done previously. He would be interested in the Board's direction as to what role they would like to play in the strategic planning.

Dr. Rottweiler stated he continues to be very active in the economic development initiatives around the county. He, Dr. Robert Carreira (CER), and Mr. Mark Schmitt (SBDC) were interviewed by consultants from the City of Sierra Vista. He continues to work with the economic development group in Douglas, and they are seeing some potential things starting to happen as they move forward. Also, they work very closely with the Economic Development Foundation (EDF) and their initiative around UAVs and trying to be recognized as one of the six test sites for the integration of unmanned systems into the national air space.

Dr. Rottweiler stated that we've received significant press recently, with one gentleman specifically being in the forefront. Mr. Dan Guilmette has been actively involved in two key initiatives for which we have received significant praise. The first is the Computer Challenge, where over 300 students participated, and then his direct work with Cyber Patriot. Dr. Rottweiler turned the floor over to Mr. Guilmette to provide some additional information, as well as a PowerPoint presentation on these two initiatives.

Mr. Guilmette stated that this year's Computer Challenge was the largest one that's been held, with 315 students in attendance – 27% more students than had participated last year. He added that we are probably at the max that we can handle at the college. A total of 11 schools participated, 7 middle schools (Berean Academy, Coronado, Joyce Clark, Naco, Palominas, Valley View, and, for the first time in over ten years, Ray Borane out of Douglas), and 4 high schools (Berean Academy, Buena, Tombstone, and Willcox). There were a couple of schools that normally attend but couldn't this year. Mr. Guilmette stated he is looking forward to next year. He is planning a total revamp of how we do the Computer Challenge as we can't handle too many additional students. In providing a little history, he stated this was the 29th year for the event. When it first began, each school was limited to sending 5 or 6 students, and it was a competition between the teams. It has changed over the years. We are now trying to bring as many students as we can into the college environment so they can start thinking, beginning in middle school, that they can go to college. They are provided with small rewards and feedback, not only for technology related events, but also for business related events – we do business interviews, and extemporaneous speaking where they get a topic ten minutes before they need to give a speech on it. This year we had 31 different events, and we are looking into trying to put a little bit more STEM related areas into the events, such as programming and development of movies. We are working with the various schools, and we have received great feedback. There are between 50-70 volunteers involved with the Computer Challenge, and Mr. Guilmette stated the event could not run without them. The event is co-sponsored by AFCEA, who provides over \$6,000 each year for food and such, and Cochise College provides the facilities. Mr. Guilmette invited and encouraged Board members to attend the next Computer Challenge, planned for March 7, 2014. Dr. Rottweiler commented that the impact to these students is significant. They get exposure to Cochise College, and he heard many positive statements, such as "I'm going to go there". He added that it is clearly helping with enrollments in the computer science program, and one of our competitive advantages for this campus is computer science/cyber security. This is one of the key events that helps extend out into the community.

Mr. Guilmette stated the second topic he would like to address is the Cyber Patriot program, which is run by the Air Force Association. It is now an international event since Canadian teams and a couple of teams from Taiwan participated this year. There are a variety of different rounds, and it is a cyber-defense competition – they are not taught how to hack. We teach them about the defense system, and how to find out if their defense system has been compromised. One of the goals of the Cyber Patriot program is a holistic approach to computer and networking security. Our involvement with the program began in May 2012, and since the competition ended in January 2013, 21 different training and competition events were held on the Cochise College Sierra Vista campus. This could not have been accomplished without a few

members of the associate faculty, Steve Laura, John Westerman, and Brent Searle. We worked with two area teams this year; one of which was the Buena Junior ROTC team, which has actually been to the national semi-finals three years in a row. Much of this has to do with the senior on the team, Dominic Epps, who gave Mr. Guilmette his medal from two years ago. Apparently, we were two points away from going to nationals this year. Northrop Grumman is the primary sponsor for this program, and they are actually expanding the program. Mr. Guilmette provided a slide showing three middle school students from the Civil Air Patrol team that competed with high school teams this year. They actually had the most fun on one of the practice rounds, when they found something on the computer that the Buena team didn't (needless to say that the Buena team had a different view of that!). It is believed that a middle school competition is planned for next year. Mr. Guilmette stated he expects to have between 5 to 7 teams this coming year and will probably start training in the June-July timeframe. This was our first year of participation, and we now have a better idea of the kind of training we need to do. Dr. Rottweiler is allowing the use of some of the college's computer labs.

Dr. Rottweiler stated it is exciting when our well-trained, professional faculty get involved in outreach in helping our community, whether it be the Computer Challenge or Cyber Patriot program. We have a number of wonderful faculty, Mr. Guilmette being one of them, that he would like to expose to the Board so they know some of the exciting things they are doing. They are changing lives, which is our overall goal. It would be great to see some of the middle-school students matriculate to the college – their expertise and skill set will really move them forward as we try to meet the ongoing competitive advantages that we've highlighted.

1.05.6 Monthly Financial Report – February 2013

The Financial Report for February 2013 was presented and accepted as submitted.

2. APPROVAL OF MINUTES

2.01 Acceptance of Minutes, Special Study Session – January 15, 2013

The minutes of the January 15, 2013 Special Study Session of the Cochise County Community College District Governing Board were accepted and entered into record.

2.02 Acceptance of Minutes, Regular Meeting – February 5, 2013

The minutes of the February 5, 2013 Regular Meeting of the Cochise County Community College District Governing Board were accepted and entered into record.

3. INFORMATION ITEMS

3.01 Communications

- Dr. Rottweiler received a letter from Major General Gregg C. Potter, thanking him for his support to the installation and to the soldiers and their families over the years.
- Dr. Rottweiler received a letter from Mr. Brett Agenbroad, expressing his appreciation to Mr. Dan Guilmette for the time and effort he invested in the Buena

High School Cyber Patriots program. Mr. Guilmette will be recognized at the SVUSD Governing Board meeting on Tuesday, March 5th at 6 p.m., and will be presented with a token of their appreciation.

- Dr. Rottweiler received a letter from the Douglas Arizona Centennial Committee, offering sincere gratitude for the work done by the Cochise College Welding Department, under the direction of Randy Fox, for the work and contribution to the Arizona Centennial Committee.

3.02 Revised State Budget Forms

Mr. Kevin Butler, Vice President for Administration, stated he just wanted to give the Board a before and after picture of what is happening at the current time. He provided the Board with a copy of the previous (old) budget forms as well as the new budget forms. He stated that the new document is very fluid at this point, but that he hopes the fluidity has reached its end point. Last year, there were a number of changes to statute. Arizona Revised Statute (ARS) § 15-1461 requires that a proposed budget be prepared on behalf of the Governing Board by June 5th of every year for the subsequent year, on the forms provided, to the Auditor General's office. The old forms consisted of 13 pages, and were very difficult to read. In addition to having to put our budget on the form, we have to publish them in the newspaper – it used to be twice, now we can put it on the website once and then put it in a full page ad in the newspaper. Even in a full page ad, the font is so small and convoluted that taxpayers wouldn't be able to comprehend what's going on within all of those pages.

A recent change in the statute is highlighted on Schedule A of the new forms (3 pages). There was a requirement in transparency that said we now have to break out salaries, and show them on the first page, along with healthcare costs and retirement costs. The Arizona Community College Business Officials Council took that opportunity to approach the Auditor General's office to suggest they take a look at revising the form. They did so by not putting different funds on different pages, but rather addressing them in a column format so that the taxpayer can see, on three schedules, where the revenues are in the different funds, where the reserves of those revenues would be, and where the expenditures are. In the old forms, the districts weren't necessarily showing all the resources they had in the bank (Cochise College always has). There were some districts that would only show the resources they intended to use for that particular period. This form (Schedule B) shows that you begin your budget with fund balances and add to it all the revenues, and then administration or the Governing Board can choose other resources (shown by blank lines). Mr. Butler stated we also reserve for future construction projects. That was originally going to have to be a Governing Board action on each of those individual items; however, the Auditor General said they could be administrative reserves as well. Once we have reserves for future periods, the bottom line of Schedule B will be carried over to the top line on Schedule C, and then all of that must be budgeted for current year expenditures in the next year. He added that this is very simplistic, and he commended the Auditor General for working with him and a number of his peers at other institutions. He feels this is a very user friendly document.

Mr. Butler stated he needs to report back to the Auditor General, by March 23rd, that the revised state budget forms have been presented to the Board, and to address any concerns or comments they may have. Dr. Rottweiler stated that it is the intention that all Arizona community colleges will move to using this new form – all the key areas are included. He instructed the Board to report any questions, concerns, or comments to

Mr. Butler so he can report back to the Auditor General's office. Mr. Butler assured the Board that the funds have been defined by the 'black book', which is the Arizona community college accounting manual that was developed a number of years ago. Dr. Rottweiler added that there will now be true comparators between community colleges.

3.03 FY2012 Audit

Mr. Butler stated that, because we do not have an audit for finance committee that is for participation, he felt it was his responsibility to review the single audit. A few months ago he provided the Board with the consolidated Annual Financial Report. Regarding the interplay between the two documents, there is a component in the single audit which is required by the Office of Management and Budget for institutions that have federal expenditures of \$500,000 or greater. Because of our student financial aid, we are well above that threshold. This report consists of two separate reports even though they call it a single audit; one is the internal controls over the finances and financial statements and the second is the internal controls over compliance. Our financial audit received an unqualified audit report, which is as good as you can receive. However, the single audit is a document that can say we could be doing a little bit better. Mr. Butler shared that there were three findings related to our internal controls over financial aspects. Two of them were related to a lack of policies and procedures – we have highly skilled individuals who know what they're doing, we just don't have it well documented. We have begun to address those concerns and will get that documentation into place before the next annual audit.

Dr. Rottweiler stated that, in the Higher Learning Commission's report from ten years ago, they said that one of the greatest strengths of Cochise College was its amazing people that know what they're doing – while one of the greatest weaknesses was that there is no documentation. Should one of those people no longer work at the college, we have nothing to refer back to. This is really a continuation of that same strength that is also a weakness. He added that it's not that we're doing anything wrong, it's just that we don't have good procedures in order that someone could step in, or that someone could come in and review, and say we're following the procedures.

Mr. Butler back-tracked a bit and explained that a finding is a reportable condition. This means that the auditors, after they have reviewed everything within their own subjectivity, feel there is a materiality to what they found that needs to be reported to the users of our financial statements and to the agencies to whom they entrust the funds. For many years, the only reportable condition was called a material weakness. Almost every report was a clean audit because nothing ever rose to the level of a material weakness. So, they created what was called a significant deficiency, and that's what these two findings are – a significant deficiency, which is something that would not have been reported prior to the new ruling. However, Mr. Butler stated it's something that we need to be aware of, we should know what's going on, and we should have to address the recommendations that the auditor provides to us. We have done that, and we're moving forward. One area is in Mr. Cartagena's area, and the other one is in Mr. Butler's area in accounting. We did have a material weakness. In the audit, they chose what is considered a major program. This year's major program was the Carl Perkins funds around equipment, and all concerns were addressed in the fixed asset module. We have hired a consultant to come in and get our fixed assets totally under control. Mr. Butler has also moved the fixed asset person, who used to report to Procurement, to report directly to the Controller, which will strengthen that relationship, will make sure there isn't an impact on our financial statements, and that the Controller is wholly involved in the process.

Mr. Butler stated the audit was not as glowing as he would like it to have been and we have some work to do, But we will do that work and strive to improve.

3.04 NISOD Award

Dr. Verlyn Fick, Vice President for Instruction/Provost, announced and introduced the two NISOD Award recipients - Leslie Clark and Grace Mah, and read excerpts from their nomination letters. Dr. Fick added that the certificates were presented to each of them at Faculty and Staff Development Day, and we are awaiting receipt of their medallions from the NISOD organization. Dr. Rottweiler stated this is two more examples of the amazing people we have at the college. The college is only as good as the people we have, and we have amazing people – it's great to recognize them!

3.05 New Governing Board Policy 212 – Governing Board Member Insurance Benefits

Wendy Davis, Vice President for Human Resources, stated that there was a request for consideration of benefits for our Board members. Arizona State Statute (15-1450) does allow Board members to participate in employee benefits. There are a number of colleges that do have policies in place, and she put a request out to find out what the usage is/what the experience is of the other colleges that offer this; she did not receive any responses in time for this meeting. She will update the Board at the next meeting. Ms. Davis stated this policy is very straight-forward, coming directly from the statute. She drew the Board's attention to a list of employee benefits provided to Board members, to include medical, accident, or life insurance programs, for which premiums associated with the programs would be at the Board member's own expense. Board members are eligible to participate within 30 days of becoming a Board member, or they must provide evidence of insurability (proof of good health as established by the particular insuring agency). Dr. Rottweiler stated this policy will be brought to the next meeting in order for the Board to make a decision as to whether they would like to make this available to current and future Board members. If approved, it will then be each Board member's personal decision if they would like to participate. He reminded them that, following statute, they would be required to pay the premiums, as related to the options.

4. NEW BUSINESS *

4.01 Consent Agenda *

The following items were approved:

- 4.01.1 * Classified; Retirement (*Suzanne Bruner, Administrative Assistant, Senior, Sierra Vista Campus*)
- 4.01.2 * Administrative Support; Resignation (*Leticia Nunez, Human Resources Analyst, Douglas Campus*)
- 4.01.3 * Curriculum Changes

Mr. DiPeso moved and Dr. Eaton seconded a motion to approve the Consent Agenda. There was no further discussion by the Board. The Board unanimously approved. MOTION CARRIED. There were no introductions to be made.

4.02 2013-2014 Student Tuition and Fee Schedule

Dr. Eaton moved and Mr. Hudgins seconded a motion to approve the 2013-2014 Student Tuition and Fee Schedule. Dr. Rottweiler stated this is consistent with what was brought to the Board at their last meeting as an information item. We are keeping the request of \$3 per credit hour for in-state tuition, with a slight decrease in out-of-state tuition. There are also some various course fees that are based almost exclusively on consumables – those course fees must be spent related to that specific course. We have worked through our budget process and will do a better job of utilizing the fees. He feels it is an appropriate recommendation to come before the Board. Dr. Rottweiler shared with the Board that we've chosen to take a strategy that has a slow and consistent increase in tuition rather than some that do nothing for years and then make major jumps. Last year, we rolled tuition and general fees into our overall tuition, making it \$70. This request is to move that \$73, then go formulaically from there. Mr. Nelson inquired as to how much our tuition has increased since 2007, as he is concerned about how much more we can raise tuition – adding that, at some point, pressure needs to be put on the state or the taxpayers, or both. Mr. Butler explained that we are against the statutory limit on property taxes and we've had six consecutive years of budget cuts from the state. We have done everything we can to protect our students. In answer to Mr. Nelson's question, in terms of real dollar growth, we've increased tuition 32% since 2007. Dr. Rottweiler added that the key part for the Board to understand is if we did a comparison of tuitions rates for community colleges, as compared to our sister institutions, we are a fraction of the costs. If you compare Arizona community college tuition rates, this proposal will put us low-middle point. If you compare that to other states in the country, excluding California, we are easily on the bottom half. Mrs. Strain stated that, every year, we've tracked the impact to the student in terms of increase in financial aid and loan default – the debt-loan ratio. Therefore, we've been very concerned about the impact to the student, and made sure that other things were working to offset this. Dr. Rottweiler stated that is correct, we are well under the Pell amount. He does not take lightly the fact that we have raised tuition. The state tells us the students need to carry a bigger share of their educational responsibilities, and we've fought that – strongly. At the same time, they are decreasing their aid. Last fiscal year, we made the decision to increase tuition, so the students carried a part. A request will be made, at an upcoming meeting, to tax our citizens at the maximum, saying they need to carry a part. We will continue to fight with the state legislature to have them carry their part. There was no further discussion by the Board. The Board unanimously approved. MOTION CARRIED.

4.03 Faculty Emeritus

Mr. Hudgins moved and Dr. Eaton seconded a motion to approve the designation of Faculty Emeritus for Mr. Chuck Perry and Dr. Mark von Destinon. There was no further discussion by the Board. The Board unanimously approved. MOTION CARRIED.

5. ADJOURNMENT

Prior to adjournment, Mrs. Strain opened the floor for comments. Dr. Eaton, Mr. DiPeso, and Mr. Nelson commented that this evening's meeting was very information.

Dr. Rottweiler requested the Board provide him dates they would be available, either in May, following commencement, or in early June.

Cochise College Regular Governing Board meeting
Tuesday, March 19, 2013

Mrs. Strain adjourned the meeting at 7:42 p.m.

Respectfully Submitted:

Ms. Loretta Mountjoy, Executive Administrative Assistant, Office of the President

Mr. David DiPeso, Secretary of the Governing Board