

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, April 8, 2014, at 6 p.m., in the Horace Steele Conference Room, Andrea Cracchiolo Library, 901 Colombo Avenue, Sierra Vista, AZ 85635.**

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).

COCHISE COLLEGE GOVERNING BOARD MEETINGS ARE HELD IN A NON-SMOKING ENVIRONMENT

AGENDA

1. GENERAL FUNCTIONS

1.01 Call to Order

1.02 Pledge of Allegiance

1.03 Adoption of Agenda

1.04 Citizen's 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 District Governing Boards (AADGB)

Mr. Nelson will provide a report on the Arizona Association of District Governing Boards (AADGB).

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

Mrs. Strain will provide a report on the Association of Community College Trustees (ACCT).

- 1.05.3 Senate
A member of the Senate will provide a Senate report.
- 1.05.4 Student Government Association (SGA)
The Student Government Association will provide a report.
- 1.05.5 College President
The President will provide:
- *Legislative Update*
 - *Master Facilities Plan*
 - *General Comments*
- 1.05.6 Monthly Financial Report – March, 2014
The Governing Board will review the Financial Report for March, 2014.

2. INFORMATION ITEMS

INFORMATION

- 2.01 Communications
- *Dr. Rottweiler received a letter from Congressman Ron Barber, expressing his appreciation to Dr. Rottweiler for taking the time to speak him and his legislative assistants Jeremy Wilson-Simerman and Grant Kerr while attending the ACCT's Legislative Summit in Washington, DC. in February. (Mrs. Strain and Mr. Nelson also received a letter from Congressman Barber.)*
- 2.02 NISOD AWARD – 2014
Dr. Verlyn Fick, Vice President for Instruction/Provost, will announce the NISOD Award recipient.
- 2.03 Human Resources Report
Wendy Davis, Vice President for Human Resources, will provide an update to include a staff profile and salary study.
- 2.04 Revised Board Policy 626 – Annual Leave
Board Policy 626 – Annual Leave, is being presented as a first-read for review and consideration. The proposed amendments reflect accrual rates for 24 pay periods per year as opposed to 26 per year. In addition to changes in formatting, language has been added to prevent an employee from extending their employment through the use of leave and addresses the potential requirement for individuals holding grant-funded positions to use leave.
- 2.05 Revised Board Policy 649 – Use of Tobacco Products
Board Policy 649 – Use of Tobacco Products, is presented as a first-read for review and consideration. The proposed amendments would limit tobacco use strictly to designated areas to include chewing tobacco and e-cigarettes.

3 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.

3.01 Consent Agenda *

- 3.01.1 * Classified; Appointment (*Joseph Charles Sproule, Grounds Technician I/ Inmate Supervisor, Douglas Campus*)
- 3.01.2 * Classified; Transfer (*Janet Cramer, Division Administrative Assistant for Facilities, Sierra Vista Campus*)
- 3.01.3 * Classified; Transfer (*Jennifer Figueroa, Property Control Technician, Douglas Campus*)
- 3.01.4 * Classified; Transfer (*Amanda Kelly, Executive Administrative Assistant for Human Resources, Sierra Vista Campus*)
- 3.01.5 * Classified; Transfer (*Kimberly Petty, Registration Technician II, Sierra Vista Campus*)
- 3.01.6 * Classified; Resignation (*Leticia Antillon, Registration Technician II, Sierra Vista Campus*)
- 3.01.7 * Classified; Resignation (*Brand Fuller, Maintenance Technician III, Sierra Vista Campus*)
- 3.01.8 * Classified, Resignation (*Leslie Mundell-Crucet, Division Administrative Assistant, Extended Learning, Sierra Vista Campus*)
- 3.01.9 * Administrative Support; Resignation (*Richard Hall, Dean of Math, Sciences, and Health Sciences, Sierra Vista Campus*)
- 3.01.10 * Administrative Support; Resignation (*Jenyl Heckman, Academic/Career Counselor, Sierra Vista Campus*)
- 3.01.11 * Administrative Support; Resignation (*Kenneth Laux, Director of Disability Services, Sierra Vista Campus*)
- 3.01.12 * Administrative Support; Resignation (*Grace Mah, Assistant Director, Virtual Campus, Sierra Vista Campus*)
- 3.01.13 * Faculty; Resignation (*David M. Pettes, Instructor of Social Science, Douglas Campus*)
- 3.01.14 * Acceptance of Minutes for March 11, 2014 – Regular Meeting

3.02 Fiscal Year 2014 – 2015 Personnel Listing

The administration seeks Governing Board approval of the personnel listing containing the names of employees to be issued employment contracts for the ensuing fiscal year.

3.03 Non-renewal of Contract

The administration is requesting the Board adopt a motion approving the President's recommendation of non-renewal of contract for employee Mr. Rodolfo G. Sierra without criticism or specification of cause, resulting in separation of employment effective June 30, 2014.

3.04 Revised Board Policy 632 – Family and Medical Leave

The administration requests the Board adopt a motion to approve the revised Governing Board Policy 632 – Family and Medical Leave. This policy was presented at the March 11, 2014 Governing Board meeting as a first-read, and no changes were recommended.

3.05 Resolution – Deed of Dedication to the City of Benson

The administration requests the Board adopt a motion to approve the Resolution authorizing the Cochise County Community College District to convey the Deed of Dedication to the City of Benson, and authorize the College President to represent Cochise County Community College District as agreement signatory.

4. COMMENTS FROM GOVERNING BOARD MEMBERS

Mr. DiPeso 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 Administrative Assistant to the President, Cochise College, 901 N. Colombo Avenue, Sierra Vista, Arizona, 85635, (520) 515-5401.

If any disabled person needs an accommodation, please notify the Executive Administrative Assistant to the President at least 24 hours prior to the scheduled Governing Board Meeting. Telephone numbers are listed above.

GOVERNING BOARD OF COCHISE COLLEGE

I, Loretta Mountjoy, certify that this notice of public meeting, prepared pursuant to A.R.S. §38-431.02, was posted on the 4th day of April, 2014, at 4:30 p.m. o'clock.

Loretta Mountjoy

Loretta Mountjoy, Executive Administrative Assistant
Office of the President