

## MINUTES

### COCHISE COUNTY COMMUNITY COLLEGE DISTRICT GOVERNING BOARD REGULAR MEETING

Tuesday, March 11, 2014  
Douglas Campus  
6:00 p.m.

#### 1. GENERAL FUNCTIONS

##### 1.01 Call to Order

Mr. DiPeso called the meeting to order at 6:07 p.m.

##### **Board Members Present:**

Mr. David DiPeso  
Dr. John Eaton  
Mrs. Jane Strain  
Mr. Dennis Nelson  
Mr. Don Hudgins (telephonically)

##### 1.02 Pledge of Allegiance

##### 1.03 Adoption of Agenda

Dr. Rottweiler provided the Board with a slightly updated Tuition and Fee Schedule as there were a few minor miscalculations, and he wanted to ensure that the action item approved contained the correct information. 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)**

Mr. Nelson, representative to the AADGB, was running a bit late; therefore, Mrs. Strain, who attended the AADGB meeting with Mr. Nelson, stated that the meeting was very well attended, with almost all districts being represented. Mrs. Strain added that Ms. Boilini began the meeting by providing a legislative update. There were also talks on specific topics such as AADGB's budget, by-laws, and mission. Additionally, there was an interesting discussion around Governance Institute for Student Success (GISS), and Arizona's decision to participate in that.

Mr. Nelson stated it was an interesting meeting. There are four new Board members, one of whom was on the Board before. Basically, the Board wants to work more closely with the President's Council and is trying to come up with ways they can do that. Two committees were formed - one a communications committee, which Mr. Nelson is on. Part of the work would be geared toward

better communication with the presidents, as well as better communication among the District Board members statewide. One suggestion was that emails coming from the Board go directly to the Board members rather than through the presidents, because emails don't always get forwarded onto them. The second committee was a Budget Committee; they have approximately \$40,000 they would like to spend and need to decide the best way to do this. Kristen Boilini also provided a legislative report. Mr. Nelson stated, all in all, he is pleased with the group. He thinks it will be an active group, and hopefully, they will be working more with the presidents so that they don't step on each other's toes and to work in coordination to serve community colleges state-wide.

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

Mrs. Strain stated she, Chair DiPeso, Dr. Rottweiler, and Loretta Mountjoy will be leaving on Wednesday, March 19<sup>th</sup> to attend the three-day ACCT Governance Leadership Institute being held in Salt Lake City, UT.

### **1.05.3 Senate**

Ms. Jennifer Graeme, Director of Talent Management, provided the report. She stated that, at the meeting of the Senate on February 28<sup>th</sup>, three policies were reviewed and approved. Policy 632 – Family and Medical Leave, is before the Board this evening for the first-read. In addition, two policies in the 3000 series, 3010 – Academic Dishonesty, and 3016 – Approval of Course Textbooks, received final approval.

### **1.05.4 Student Government Association (SGA)**

A Student Government Association report was not provided as students were on Spring Break.

### **1.05.5 College President**

Dr. Rottweiler stated he would begin his report with a legislative update, with the exception of the state budget, which he will provide a bit later during the information item pertaining to the preliminary budget discussion. He made the Board aware of the legislative action that is occurring. He distributed the most recent Bill sheet related to areas tied to community colleges, education as a whole, and common core. The bulk of the bills have died. Some of the discussion around common core, while not directly related to higher education, is an area that we need to be aware of. This would pertain to the establishment of higher standards that higher education has played a prominent role in trying to get established so that more students are prepared to enter into college and career ready opportunities. Clearly, we need to raise the standards so students are better prepared.

The firearm bills seem to have pulled back, but will continue to be followed.

At our last meeting, Dr. Rottweiler informed the Board he would be going to Phoenix to represent the community colleges in testifying before the Higher Education Committee. He testified on February 19, 2014. Mr. Jerry Proctor accompanied him and presented, along with student Ricardo Martinez, a veteran

who was also recognized later that afternoon as one of the All Arizona Academic Team members. Dr. Rottweiler stated it was very positive - so positive, that Dr. Rottweiler has been asked to present before the Senate Commerce, Energy, and Military Committee, chaired by Senator Al Melvin, in Phoenix on Wednesday, March 12<sup>th</sup>. He added that there is huge interest in the state around Cochise College and what we're doing related to aviation. He will continue his discussion not only about what we're doing in UAS, but also the new agreement we've signed to do jet transition training, as well as the more advanced pilot training. All of the research shows that there is a major pilot shortage issue, and we might be ahead of the curve. Dr. Rottweiler stated he is happy to drive to Phoenix for his '15-minutes of fame' as he thinks it's worth it, keeping Cochise College in the forefront. Ms. Boilini has told him that people are talking about community colleges, and if that's what it takes for them to continue to recognize us, we'll continue to move forward.

One of our driving factors related to budget is that we know what the M&O and equalization is; we're striving very hard to get Pima and Maricopa, the two large urban districts, included in our STEM funding. If we can get that done, it will be a great opportunity.

Related to master facilities, Dr. Rottweiler reminded the Board that an open house will be held tomorrow (Wednesday, March 12) for the Automotive Technology Center on Highway 92, for which we are extremely excited. Mr. DiPeso has agreed to provide a welcome, and Dr. Rottweiler and Mr. Sean Lawley will address the group. It's a beautiful facility, and we're ready to begin talks on Phase 2. We've utilized all of our STEM funding for that.

Dr. Rottweiler brought the Board up-to-date on some Spring Break projects. While the students and faculty may be away from campus, work has not slowed down. Frank Dykstra and his staff are currently changing out the original air handlers in the Library, and concrete will be replaced in front of the Student Union. Two 'projects before Fall' will include moving the IT Data Center from the Douglas campus to the Sierra Vista campus. This is tied to a couple areas coming out of the IT assessment, and our ongoing issues around broadband connectivity. We'll have a report a bit later on how we've solved some of those issues. The data center will be moved into our library area, which will be remodeled, and then move the servers into a 'server farm' on the Sierra Vista campus. The second project pertains to the Fort Huachuca Center. The decision has been made to move the Dean of Extended Learning to the Fort Huachuca Center to provide leadership opportunities there; the center will also be placed under that dean. The Virtual Campus will also be moved onto the Fort Huachuca Center. Therefore, we are creating more appropriate space for some growing and important parts of our campus.

Dr. Rottweiler informed the Board that next month, the Fort Huachuca Accommodation Schools will be holding their Governing Board meeting at the Fort Huachuca Center. They would like to have a tour, and have either the president or a member of the senior administration brief them on what our future plans are. Dr. Rottweiler will request Dr. Fick to take the lead on this, as it is the same day of the Cochise College Governing Board meeting.

He then made the Board aware of results of some national research that has been done and a report coming from the University of Texas. He shared the Survey of Entering Student Engagement, which is about engaging students. He drew the Board's attention to areas where Cochise College is printed in red on the tables, our cohorts printed in yellow, and those colleges that are really excelling printed in blue. There are some areas where the college is doing extremely well and some areas where we could improve (much of the discussion in those areas is around Title V Grant opportunities, as well as some of initiatives that Dr. Fick has initiated as part of his shepherding process). This data supports where we are going and also recognizes some of the things that we have done.

Regarding the IT Assessment, Dr. Rottweiler stated the Portal, Student, Human Resources, and Financial Banner assessments have been completed. We have received one formal report, the Portal assessment, which he had provided to the Board at a previous meeting. He then received a request from Mr. Nelson to have an executive summary of the executive summary that didn't contain IT terms. Dr. Rottweiler provided the Board with that report, which was written by Mr. Carlos Cartagena, Vice President for IT, and added that any questions should be addressed to Mr. Cartagena.

Dr. Rottweiler stated we're extremely excited about our Aviation program; we're catching a lot of interest. Belinda Burnett, Director of Aviation programs, just returned from the Women in Aviation meeting with a stack of cards from people interested in not only coming to Cochise College, but also where we're headed in this new advanced training that not every place has. He believes we stand ready to do some fairly exciting things.

Dr. Rottweiler then made the Board aware that Dr. Fick, Vice President for Instruction/Provost, Marguerite Connors, the Student Success Coordinator, and himself, had to opportunity to participate in the USA Funds Symposium. As part of that symposium, they were asked to write a 'mini grant', which resulted in them receiving a \$10,000 mini grant to integrate math into our avionics program. He stated that, over time, we have found that many of our students who are not successful in avionics come in with a math shortage, and yet we find many times, if given the math requirements they need in a separate math class, the integration is not real well. Under Dr. Fick's leadership, we are going to integrate and most likely put a math faculty in the avionics classroom teaching just mathematics, and see if we can enhance completion rates in our Avionics program. We are already seeing a demand for avionics graduates, as more and more areas are moving towards electronics and the high-tech world of aviation, as well as in simulation. We want to make sure we are prepared in that area.

#### **1.05.6 Monthly Financial Report – February 2014**

The Financial Report for February 2014 was presented and accepted as submitted. Dr. Eaton requested, and Dr. Rottweiler provided, clarification on the Cochise County FTSE graph.

## **2. INFORMATION ITEMS**

### **2.01 Communications**

- Dr. Verlyn Fick, Vice President for Instruction/Provost, received a letter from Deanna La Velle, Executive Director of the Sierra Vista Area Chamber, thanking him for his participation in the 2013-2014 Leadership Sierra Vista Program.

### **2.02 Memorandum of Understanding (MOU) Between Cochise County and Cochise College for the Installation and Operation of a Microwave Radio Relay**

Dr. Rottweiler clarified that this is an information item because, by the Board's executive limitations, it doesn't require their action. He requested this be on the agenda to make the Board aware that the signing of this agreement completes our connection of the Douglas campus to the Sierra Vista campus through a microwave system. This will greatly enhance the broadband and speed between the two campuses. Mr. Cartagena again provided the Board with information on the processes that have taken place in order to get this relay established and up and running.

### **2.03 Business and Technology Report**

Bruce Richardson, Dean of Business and Technology, provided a PowerPoint presentation and began his report with a list of programs in the division for which he oversees. Business includes Economics and Logistics; Fort Huachuca includes (in addition to the general education courses and some of the degrees) the CISCO Academy, the Culinary program, and the MOS Credentialing program; and Technology includes Agriculture, Aviation, Avionics, Automotive, Building Construction, Computer Information Systems, Drafting, Fire Science, UAS, and Welding and General Technology.

Mr. Richardson stated he has been working on a business review plan since last Fall. A total of 50 degrees and certificates were issued in the Business arena last year, which included six AA degrees in Economics (the most in 7+ years), 25 AAS in Business Management degrees (the most in 10+ years), 16 ABUS degrees (tied for the 2<sup>nd</sup> most in 7 years), one AAS in Logistics Supply Chain Management degree, and two AAS in Professional Administration Assistant degrees.

Regarding Fort Huachuca, Mr. Richardson stated the Fort Devens, MA MOS credentialing application process is moving to Fort Huachuca, and the MOS credentialing application process has begun with the Georgia National Guard MI schoolhouses located in Camp Clay, GA. Currently, we put 600-750 soldiers per month into the MOS credentialing program. He added that the very popular Culinary Program is still on Fort Huachuca. For the third year in a row, they have worked with the high schools in Family Career and Community Leaders of America (FCCLA). They go to the state every year and have competitions in the culinary areas. At Cochise College, we bring in six or seven of the schools for that competition, and set up the same type of testing they would be doing at the state. On February 28<sup>th</sup> they completed the last all-day event, hosting six schools, with ten teams of three students competing. At the end of the day, three teams were selected to have a cook-off to see which team was the winner. He provided pictures of high school students who competed. There are currently 47 students enrolled in the Culinary Program.

Mr. Richardson stated they have been working very hard in the area of Agriculture. This last year there were seven graduates from this program, and we had three graduates in December with three more coming up in May. The redesigned Agriculture AAS degree will still articulate with New Mexico University. The Future Farmers of America Competition was held on the Douglas campus in November, and approximately 125 students from all over Arizona were in attendance. They have also added the Equine Science AAS degree, which is going really well, with five/six students signed up and several already taking the classes in that program. This degree will allow us, as we expand the program, to include other mainstream industry options, such as large animal, veterinarian technician, furrier science, and the equine rehabilitative therapy.

Automotive! Mr. Richardson stated he is very excited about the Automotive program, which has moved into the new Automotive complex located on Highway 92. An Open House will be held on Thursday, and he invited everyone to attend. He shared that they have waited a long time for this. It was debated on whether to begin day-time classes this year or wait until the coming Fall. Dr. Fick advised that if they were going to do it, they might as well do it now. Therefore, they opened up day-time automotive classes, which they've never done before, two weeks before winter break, and they filled all the classes. Night-time classes, which were already in progress, were moved from Fort Huachuca and the county complex. Mr. Richardson stated that women are also enrolled in the automotive class, and are some of their best students. He also provided a few pictures of the new complex.

The CTE Fair is coming up on March 25<sup>th</sup>, where 120 students will be coming in from seven county high schools. The utility industry, Southwest Gas, and SSVEC with their lift trucks will be there, along with HVAC and our welding department.

Regarding Aviation, Mr. Richardson stated the Board has been briefed a couple of times in the last few months regarding the A320 coming in. We have received our letter of authorization for training. The FAA changed the rules and regulations where pilots needed 1,500 hours of flying time before they could be a pilot/co-pilot. Now, if you finish a four-year degree, they have reduced that requirement to 1,000 hours, and if you go to a two-year college, it reduces the hours to 1,250. However, the school needs to be approved by the FAA. We have now received our authorization certificate, so Cochise College is out in front and is a listed school. Not all schools received this authorization. We are working with St. Louis University, and we already have an articulation agreement with Embry Riddle. We are working on the A320 airbus simulation, which we will be one of, if not the only one, in the area for quite some time. We will begin work on the taxiway in May, and looking forward to it being ready in the Fall. He provided a picture of the A320 simulator, which is climate controlled and completely enclosed. The instructor sits in the back with the pilot and co-pilot in the front.

The Avionics program was moved from the Sierra Vista campus to the Douglas campus a year ago. With that move, a second avionics instructor was hired, which means we now have two full-time faculty members in our Avionics program, which is located in the Aviation building.

In the area of Building Construction, Mr. Richardson stated that we offer a Utility Certificate, and we have been working very closely with the local utility companies. We have expanded it to some of the high schools through the ITV and high school systems. They can take the beginning classes the first and second half of the year, and then, when they graduate, those who have turned 18 can enter into an internship with the

utility company during the summer. We have an ongoing partnership with SACA and with Habitat for Humanity.

Regarding Cybersecurity and Networking degrees, we've made new ones and upgraded the old ones as a direct result of our advisory committee, working with local companies who hire our students. We've also renewed Comptia testing, which is testing used for Security Plus and Network Plus, and the students in our program get a reduced rate. Dr. Namuo applied for a \$100,000 grant in conjunction with Pima County One Stop and the Center for Academic Success in Sierra Vista. Dr. Namuo has completed his doctorate degree, and he will present at NISOD. The Computer Challenge was held on the Sierra Vista campus on March 7<sup>th</sup>, and several hundred students from schools around the county attended. Mayor Mueller and Mrs. Strain were also in attendance. Regarding Cyber Patriot, we've increased our teams, and two or three of those teams have already won this year. Mr. Richardson acknowledged Dan Guilmette for all the work he has done in this area.

In the Drafting area, Mr. Richardson showed a picture done by one of our drafting students. Our drafting instructor, Brian Mills, is an architect for the City of Sierra Vista. This past summer, he updated two of our drafting courses, DFT 150 Fundamentals of AutoCad and DFT 250 Advanced AutoCad, and added DFT 270 AutoCad 3D, bringing them up to par using new software.

In the area of Fire Science, the college has been working with Sierra Vista Fire for about 10 years. The biggest change in the Fire Science Program is that, for the first eight or nine years, it's always been someone already associated with the fire department going through the training. We're now experiencing a number of people coming in who are not associated with the fire department who want to be in the fire business someday. Mr. Richardson shared that it's a difficult business to get into as it's not presented as an everyday opportunity.

Mr. Richardson was pleased to share that the UAS Program on the Douglas is tremendous, and they currently have full classes. A potential student came in today from Washington state, specifically to inquire about our UAS program. They have also had some mining companies speaking with them very seriously about a partnership.

Concluding his presentation with Welding, Mr. Richardson stated that if you come on the Sierra Vista campus, you need to look at a piece of art with which student Chris Cook took first place at the SkillsUSA Welding Competition in the state of Arizona, and 8<sup>th</sup> place at the National competition. He showed a picture of the art, which looks like a dinosaur biting a piece of metal. There is a high school welding competition coming up on April 25<sup>th</sup>, and a Metal Art summer camp.

Mrs. Strain then inquired if Cochise College's Culinary Arts programs are linked to different JTEDs. Mr. Richardson stated yes, we have dual credit in the high schools, and two of his associate faculty are high school teachers. Dr. Rottweiler added that we have a great relationship with JTEDs, but we still have a way to go as it relates to Buena. Dr. Eaton inquired if employment is available once students complete the program. Mr. Richardson stated he didn't have statistics available, but there are some graduates working in the local area; however, some are soldiers/military people so they leave the area. There are jobs, but not all of them are in Sierra Vista. A survey was done approximately eight or nine years ago in Cochise County by a retired Colonel who

was in the culinary program. People who owned nice restaurants said they would be willing to hire graduates and pay them a good wage - as long as they would bring something to the restaurant.

#### **2.04 Revised Governing Board Policy 632 – Family and Medical Leave**

Wendy Davis, Vice President for Human Resources, stated that, as she has previously mentioned, a major review of policies and procedures is taking place at the college. During this process, several policies were found to be out dated. In the past couple of years, there had been changes in the FMLA, and our policy was severely out of date. Ms. Graeme has been doing a great job of getting things pulled together and in line, and the Board will be seeing additional policies in the near future. This policy represents those changes and brings us into compliance.

#### **2.05 Preliminary Budget Discussion**

Dr. Rottweiler stated he wanted to brief the Board and seek any input they might have as we move forward. In the past, we have held a Budget Work Session prior to the regular Board meeting, or at a separate time. It is his understanding, in polling individual Board members, that they would prefer to hold the work session at 4 p.m., just prior to the regular meeting scheduled to begin at 6 p.m. on April 8<sup>th</sup>. At that time, Dr. Rottweiler will walk the Board through the budget at the level of detail the Board would like.

Dr. Rottweiler provided the Board with a handout showing the FY 15 Budget Outlook, which ties into some key areas, showing that we continue to see a revenue decrease. In the initial work put forth, even with all of the funding coming in from the governor, we will expect to see about a half million dollar shortfall in revenue from last year's budget to this year's budget. A \$1.7M decrease in what we would consider the general operating fund, will be offset by the \$1.2M we are expecting in STEM funding, which is reflected on the first page of the handout. The FY 15, as proposed in the governor's budget, has \$9.2M in M&O and equalization, and is down \$1.2M from the year before. Last year we received \$450,000 in STEM funding after receiving nothing for the previous five years. Currently, we are in the governor's budget at \$1.2M for STEM funding. This shows we're actually one-half million dollars down, knowing the things we need to do as we move forward.

Dr. Rottweiler directed the Board to turn to the other side of the handout where they would see the other areas where we have some access to revenue. One key area is in property taxes where they could see the amount of resources that have come in over the past four fiscal years. It will be his recommendation to the Board to request the full funding of 2%, plus new construction, which will bring in approximately \$800,000. That increase, plus tuition, M&O, and STEM funding, is already included in being half million dollars down. Even with all of that funding coming in, we will continue to see a decrease. The assessed valuation in Cochise County has gone down 5%. Even to maintain the same amount that we received last year will cause a rate increase. To get the 2%, it will actually cause the rate to be \$2.03 per \$100. This means that for every \$100,000 that someone has in assessed valuation in their home, it's an increase of approximately \$18. For a person owning a \$200,000 home, the increased burden would be \$36. Also included is an increase in tuition at \$2 per credit hour. This means if a student is taking 30 credits, which is what's required to get through one year, it will be an increase of \$60. We're asking our students to carry a heavier burden, our local taxpayers to carry a heavier burden, and we have cut significant resources out of our current on-going budget.



Dr. Rottweiler stated that, around the middle of last year, we implemented what he's calling a 'hiring chill'. In that, we have saved a number of positions, and along with some other adjustments that we're working through, which will be brought to the Board for action, we've saved approximately a half-million dollars in just our hiring chill. We continue to want to be strategic in what we do. Some of the strategies that the Board will see being played out will relate to Human Resources. Part of the balanced budget being laid out includes a salary increase, as he feels it's important to move our employees forward. This year a 1% salary model adjustment will be recommended to the Board. This will move all the models for starting wages, which we have not done in two years, and Vice President Davis will present this to the Board in April. He would also like to give employees hired before February 1<sup>st</sup>, a 1½% longevity increase. Therefore, employees hired before February 1<sup>st</sup> would be eligible for a 2½% salary increase. Dr. Rottweiler stated they have worked very diligently to bring those resources in, and has required them to cut in other areas. They are also being strategic in some areas related to new positions tied into the Strategic Think Tank - Institutional Effectiveness, Agriculture, and Automotive.

Dr. Rottweiler stated he thinks it's important for the Board to understand that one of the reasons we've been able to remain fairly healthy despite declining revenues is that we've been very fortunate to be a member of the Cochise Combined Trust (CCT), which provides all of our medical insurance. We have partnered with the county for a number of years, and despite many of the changes related to the Affordable Care Act (ACA), we've been able to keep our premiums remaining constant or decreasing in some areas.

Some things have changed over the last couple years, and there are changes that will be proposed this year that the Board needs to be made aware of. Last year, we transitioned our retirees out of a blended insurance rate onto their own rate. They can still participate with us, but they must carry their full fare. Some areas in which we were most concerned about – related to the ACA, were related to retirees. Depending on where costs go, this could be the one plan that actually qualifies for the Cadillac tax. We are following this closely, and if that occurs, then we will need to rethink some things. This year, we are proposing, in an effort to keep our overall benefits costs reasonable, to transition our retirees and make ineligible our future retirees to participate in a blended rate for life insurance. Their life insurance will be portable, but they will need to fully fund that program. Over the past number of years, the college has supplemented retiree health and life insurance. He's not sure we can continue to afford to pay for retirees and the expense of paying for current employees.

Dr. Rottweiler stated he is very pleased with how things are coming together, and we're able to move forward with initiatives we think we may need to do. We'll continue to put our students first, then make sure we're employee friendly, future focused, and that we're responding to the various challenges and opportunities available. The college is in good financial shape. We are being faced with some continuing declining revenues, but he is hopeful that some of those things will turn around as we continue to work and petition the state.

Discussion followed around CCT and catastrophic events, STEM funding and equalization, taxes on state/federal land, the timeline on the governor's budget, and some unknowns we need to be prepared for. Dr. Rottweiler requested the Board inform him of any direction or specific items they would like to have addressed in the budget presentation in April.

### 3. NEW BUSINESS \*

#### 3.01 Consent Agenda \*

The following items were approved:

- 3.01.1 \* Faculty; Appointment (*Kristen Welch, Instructor of English, Sierra Vista Campus*)
- 3.01.2 \* Classified; Resignation (*Susan Fick, Executive Administrative Assistant, Human Resources, Sierra Vista Campus*)
- 3.01.3 \* Classified; Resignation (*Ashley Golman, Division Administrative Assistant, Facilities, Sierra Vista Campus*)
- 3.01.4 \* Classified; Retirement (*Pamela Caster, Department Assistant, Adult Education, Sierra Vista Campus*)
- 3.01.5 \* Classified; Retirement (*Charles Douglas Smith, Facility Services Technician III, Douglas Campus*)
- 3.01.6 \* Acceptance of Minutes for February 4, 2014 – Regular Meeting

Mrs. Strain moved and Mr. Nelson seconded a motion to approve the Consent Agenda. There was no further discussion by the Board. The Board unanimously approved.  
MOTION CARRIED.

#### 3.02 Tuition and Fees

Dr. Rottweiler stated we are proposing a \$2 increase in tuition, moving our general tuition from \$73 to \$75. The other significant changes relate to housing and food services costs; we're requesting a \$70 increase for food service, which is what we're seeing happening around the state. The other adjustments are tied to course fees, which are basically tied to consumables. We have chosen not to do differential tuition in those programs that are the most expensive, choosing instead to put fees on them, so the highest cost programs will offset the cost for holding those programs. Related to tuition, \$75 puts us in the 'middle of the pack' of community colleges, which is where we always want to be – we don't want to be the cheapest and we don't want to be the most expensive. If tuition gets approved as proposed, our \$75 will be within the margin of error of the average. Dr. Eaton commented that a number of fees were decreased. Additionally, there is a request for a sliding fee scale for Adult Education. At the February meeting in Willcox, Susie Morss spoke about the requirement for a sliding fee tied into the poverty levels. It's important for the Board to understand that all the other fees that the Board approves tonight, they set and they totally control. This fee, because it's the first time, the Board will approve it, and it will then be sent to the state for approval, because Adult Education is funded through state (Department of Education) and federal funding. This will be a new fee that the Board has never seen before.

Mrs. Strain inquired if we will continue to monitor the student debt ratio, as we have done in the past. Dr. Rottweiler replied yes, and that there are a couple of things related to that. Our tuition rate puts us in the bottom quartile. Last year we were recognized for being one of the top 100 most affordable colleges, and will continue in that classification. Also, Dr. Rottweiler was pleased to announce that we just received notification of our default rate for student loans, and we are at 9%. He acknowledged our Financial Aid department, for their work in mentoring students, using many grads to help students understand debt ratio and to make sure they don't get in over their head. We're seeing some positive ramifications of that. Mr. Nelson stated that Pima is raising its tuition \$5 per credit hour. Dr. Rottweiler stated Pima was at \$68 per credit hour, and raising it by

\$5 will put them at \$73; we're at \$73 going to \$75. Historically, Pima and Eastern have been the least expensive; Coconino and Maricopa have historically been the highest, and will be over \$100 per credit hour. Mr. Schiers stated that Pima has three different schedules and they do not have class or lab fees. Therefore, depending on the course, they may be in schedule A, B, or C, those credit hour costs are incrementally more for each schedule. Dr. Rottweiler added that Dr. Fick is looking at possible tuition incentives to encourage completion. Dr. Eaton inquired if students start taking our courses in high school can they complete more quickly at less cost. Dr. Rottweiler stated it depends upon which school/school district they attend, some districts require the student pay the full tuition at the high school or at the college. There are some school districts that are paying half of the tuition, so clearly, there is a cost savings there. All statistics show that if you begin your college career while in high school, in the end there is a cost savings. Mrs. Strain moved and Dr. Eaton seconded a motion to approve the tuition and fee schedule for FY 2015, as presented. There was no further discussion by the Board. The Board unanimously approved. MOTION CARRIED.

### **3.03 Cochise Combined Trust Membership Renewal**

Dr. Rottweiler stated this renewal comes up every three years, and the Trust has extended an invitation to the college to continue to participate. This is the formal process we go through, and he is recommending the membership renewal to the Board for approval. Dr. Rottweiler added that he believes this is one of the better things the college has done related to benefits. Mr. Hudgins moved and Mr. Nelson seconded a motion to approve the college's membership renewal in the Cochise Combined Trust (CCT). There was no further discussion by the Board. The Board unanimously approved. MOTION CARRIED.

### **3.04 Resolution – Appoint District Authorized Representative to the Arizona School Risk Retention Trust, Inc.**

Dr. Rottweiler stated that this is a different trust. On the Cochise Combined Trust, in the by-laws, the representatives for Cochise College are the Vice President for Human Resources and the College President, and for the county it is the Human Resources Officer and the County Manager. The Arizona School Risk Retention Trust, often just referred to as 'the Trust', (and includes all the school districts and the other community colleges) provides general liability, car insurance, all things around keeping the facility open. They request a resolution stating who the designated person would be. This person has historically been the Vice President for Administrative Services; the last resolution shows Kevin Butler as our representative. Dr. Rottweiler is recommending the Board approve appointing Mr. LaMont Schiers as the district authorized representative to the Arizona School Risk Retention Trust. Mr. Nelson moved and Mrs. Strain seconded a motion to appoint Mr. LaMont Schiers as District Authorized Representative to the Arizona School Risk Retention Trust, Inc. There was no further discussion by the Board. The Board unanimously approved. MOTION CARRIED.

### **3.05 Renewal of Programs of Study Consortium Intergovernmental Agreements (IGA's) with Cochise County Community College District and Cochise Technology District**

Dr. Rottweiler stated this is an ongoing IGA between Cochise College and the JTEDs, that outlines our relationship, provides for draw down of Perkins Funds, and not only ties together those programs but also develops those programs of study that are so important. He recommended the renewal to the Board for approval. Dr. Eaton moved

and Mrs. Strain seconded a motion authorizing the College President to sign the Intergovernmental Agreement. There was no further discussion by the Board. The Board unanimously approved. MOTION CARRIED.

### **3.06 Faculty Emeritus**

Dr. Rottweiler stated that there is one recommendation to confer Faculty Emeritus upon Mr. Al Kogel, who is an Art faculty member. He turned the time over to Dr. Fick, who stated the nomination has gone through the process and is now awaiting the Board's approval for Albert Kogel to be placed into the Faculty Emeritus category. He then read the nomination letter received for Mr. Kogel. Dr. Rottweiler walked the Board through the process; Mr. Kogel was nominated, came through the committee, was voted upon, recommended by the Vice President for Instruction/Provost, and is now being recommended that Faculty Emeritus be granted. Dr. Eaton moved and Mr. Nelson seconded a motion to confer Faculty Emeritus status upon Mr. Al Kogel. There was no further discussion by the Board. The Board unanimously approved. MOTION CARRIED.

## **4. COMMENTS FROM GOVERNING BOARD MEMBERS**

Mr. DiPeso turned the time over to the Board for comments.

- Mrs. Strain commented on the Computer Challenge. She stated the ceremony was wonderful, and she had a great time 'hanging' the medals on the students. It was an amazing time!
- Mrs. Strain reminded the Board of the Arizona Town Hall Outreach Program Breakfast being held on Thursday, March 27<sup>th</sup> in the Student Union Building Community Room on the Cochise College Sierra Vista campus. There will also be a lunch held in Douglas.
- Mrs. Strain commented on the article in the Arizona Daily Star about Pima raising their tuition.
- Dr. Eaton commented that he is always disappointed when we have to keep raising tuition, but he can't see any way around it. Every year we try to solve the problem the state takes it for granted that they don't need to do anything. We get penalized for being good.
- Mr. Nelson stated he would provide his report from the AADGB meeting. (This report can be found under Item 1.05.1.)

## **5. ADJOURNMENT**

Mr. DiPeso adjourned the meeting at 7:49 p.m.

Respectfully Submitted:

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

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Dr. John Eaton, Secretary of the Governing Board