

MINUTES

COCHISE COUNTY COMMUNITY COLLEGE DISTRICT GOVERNING BOARD REGULAR MEETING

Tuesday, August 11, 2015
Benson Campus
6:00 p.m.

1. GENERAL FUNCTIONS

1.01 Call to Order

Mr. DiPeso called the meeting to order at 6:01 p.m.

Board Members Present:

Mr. David DiPeso
Mr. Dennis Nelson
Mrs. Jane Strain
Mr. Tim Quinn
Mr. Danny Ortega

1.02 Pledge of Allegiance

1.03 Adoption of Agenda

Dr. Rottweiler requested that Action Item 3.03 – Placeholder, be removed from the agenda, as the position was not filled. The agenda was otherwise adopted as published.

1.04 Governing Board Organization

1.04.1 Oath of Office – Danny Ortega

Mr. DiPeso administered the Oath of Office to Mr. Danny Ortega.

1.04.2 Oath of Office – Timothy Quinn

Mr. David DiPeso administered the Oath of Office to Mr. Timothy Quinn.

Dr. Rottweiler then thanked both Mr. Ortega and Mr. Quinn for their willingness to serve on the Cochise County Community College District Governing Board.

1.04.3 Election of Board Secretary

Mr. Nelson nominated and moved to elect Mrs. Strain as Secretary for the Governing Board, the position recently vacated by Dr. John Eaton. Mr. Ortega seconded the motion. There was no further discussion by the Board. The Board approved with four ayes, and one abstention (Mrs. Strain).

1.05 Citizen's Interim

There were no requests to address the Board.

1.06 Standing Reports

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

Mrs. Strain stated she attended the AADGB meeting in Phoenix. All community colleges were represented either in person or telephonic. The meeting included a discussion of goals which centered around advocacy work, education for trustees, student success, and internal communications within the AADGB system. There was also discussion around recognizing trustees who have come off the board; Mrs. Strain nominated Dr. Eaton to be recognized by AADGB. There was talk about the GISS, which included feedback from the GISS meeting in April. Chairman Hammonds will contact ACCT and Narcisa Polonio to follow up on what comes after that piece in April for GISS. There was also discussion on internal tensions within the Boards of the Arizona Community Colleges, specifically two Boards within the colleges whose votes seem to always split 3-2. This is causing some challenges within those two community colleges, Central and Yavapai, within the Board, and the relationship with the president, faculty and students. Also discussed was the trustee's role in Arizona for advocacy work. The Arizona trustees are going to meet in San Diego during the ACCT Leadership Congress, set for October 15, 2015; the topic will be higher education for higher standards.

Mrs. Strain concluded her report by informing the Board that the next meeting of the AADGB is scheduled for November 12, 2015.

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

Mrs. Strain stated the ACCT Leadership Congress will be held October 14-17, 2015 in San Diego. Janet Napolitano, former Arizona Governor and current president of the University of California system, will be in attendance. Mrs. Strain, who is the Pacific Region Chair, had the opportunity to participate in the awards process, which she stated was a great learning opportunity.

1.06.3 Senate

A Senate Report was not provided as the Senate did not meet in May.

1.06.4 Student Government Association (SGA)

A Student Government Report was not provided.

1.06.5 College President

Dr. Rottweiler informed the incoming trustees that usually the Senate and Student Government Association reports would be provide during the meeting; however, due to summer vacation there will be no report. He welcomed the new trustees and expressed his appreciation for their desire to serve. Dr. Rottweiler also welcomed back faculty and staff for the new academic year. He thanked Mrs. Strain and Mr. Quinn for their participation at Convocation.

Dr. Rottweiler reported activity at the Legislative level was currently quiet. There are a couple of interim committees and research being done which Dr. Rottweiler will address. One interim committee is the Expenditure Limitation Study Committee. There are a number of community college districts, counties, and cities that are pushing up against the expenditure limitation. A special sub-committee was brought in, primarily representing community colleges, and Dr. Rottweiler was asked to represent the entire community college system on that sub-committee. He indicated while Cochise College does not currently have an issue with the expenditure limitation, there are sister schools that do. He will travel to Phoenix on August 18th for a meeting in the Senate chambers to search for ways to ease the expenditure limitation issues. Some colleges are unable to expend the resources that they have for the increase in expenses for information technology or equipment for career and technical programs. The statute for expenditure limitation was created in 1980. Costs today, Dr. Rottweiler reported, are fundamentally different than in 1980, which puts today's colleges in a difficult spot. Dr. Rottweiler will keep the Board informed on the progress of the expenditure limitation.

Another issue that came out of this year's budget cycle was the 1% property tax cap established by the constitution and changes in the budgeting process. What this means is constitutionally the state allows for a property tax holder to be taxed up to 1% of their assessed property valuation. This is typically done through a combination of county, community college school district, and city – if they have a city tax. Due to the changes in funding for many of the school districts in Cochise County, we have five school districts that are at the 1% on their own or above, without having the community college or county brought in. Historically, the state picked up the overage, reduced it to the taxpayer and provided it to the school district. Based on the statutory changes, they are willing to do that for the first \$1,000,000 dollars and then after that, the entities that are taxed above the 1% will now have to pay to the school districts. Pima County sued the State of Arizona, and they requested a hearing before the Supreme Court – which was denied. They were encouraged to go through the Superior Court and paperwork has been filed accordingly. Community Colleges, through the President's Counsel, did issue an *amicus* brief to show our support and address the unfairness of the 1% property tax cap. Dr. Rottweiler believes Cochise County will be okay as they are under the \$1,000,000 cap, however, future years will show greater significance. Pima and Pinal counties are over the cap, Cochise and Yavapai are right at the cap.

Dr. Rottweiler will be traveling to Phoenix on Thursday, August 13th, for an Arizona Community College Coordinating Council meeting, (AC4), when discussions will begin on our budget submission and our legislative priorities. Our budget submission will be interesting this year in light of the fact our budget submissions, under formula, is always based on what happened the year before. A calculation is taken of all the community colleges, which establishes the rate. Neither Maricopa nor Pima will be included in the budget discussion for state aid. This means that removing 80% of the students enrolled in Arizona community colleges may show the formula results reflecting no state money for community colleges. What this means is they changed the formula so they were not included resulting in a low number combined with their argument to keep funding exactly as the formula says it should be funded. This has happened to us before, and we will need to watch this very closely. Additional discussions will be centered on the expenditure limitation and other changes we would like to see statutorily. Dr. Rottweiler stated he will keep the Board informed as we move forward on these issues.

Master Facility plans for Cochise College are being focused primarily on the Downtown Center, with design and construction plans well underway. We expect the plans to be finished and ready to establish a gross maximum price by November. The current schedule provided us by the architects indicates we may need a special meeting on or near November 20th to establish the GNP for the construction. Dr. Rottweiler stated he will keep the Board informed as that time draws nearer. Projections are slightly over the budgeted \$14,000,000. LaMont Schiers and Frank Dykstra are working with the architects to get the budget to match the approved funds for this fiscal year. In order to fully furnish the building, we may need to look at other philanthropic opportunities and fund raising activities. We are planning to meet with the Legacy Foundation and other areas in the coming days. Dr. Rottweiler indicated that, in his conversations with Frank Dykstra, there is still a lot of room in the areas of mechanical and electrical to find budget dollars. As of yet, we don't really know what needs to be done; however, we want to keep them to the budget approved by the board.

During the Governing Board retreat last year, we discussed allocating \$14,000,000 for construction of a Nursing and Allied Health building. That changed when the opportunity arose to go into the old hospital, which we believe is the right decision. We are getting more than double the square footage for the same investment, which will provide us opportunities to discuss expansion in new areas. While we currently have the resources in the Governing Board fund balance, it may be important to consider financing options, if the Board so chooses. This would provide flexibility as we move forward with the unease in knowing what state funding will be. If we proceed with the current financing options, the Downtown Center will use about 2/3 of the current fund balance. Those are discussions for the future.

Dr. Rottweiler reported the Board has received notification that it has, once again, been approved and is a member in good standing by the ACCT. We are appreciative of what the ACCT does for community colleges. An ACCT leadership conference will be held in San Diego in October, and three of our Board members will be attending. Dr. Rottweiler offered an invitation for the new board members, Danny Ortega and Timothy Quinn, to attend the conference as well to gain an understanding of the activities of the college. Cochise College was approved to do a presentation on our amazing success as it relates to loan default rates.

Dr. Rottweiler reported to the Board, the completion of the 3k path, known as the Path to Higher Education. This was a unique partnership between the City of Sierra Vista, Cochise College, the University of Arizona-South Foundation, SSVEC, and Century Link. He presented to the Board, a map of the path and his comments during the ribbon cutting and the program for the ribbon cutting. The path is officially named the Cracchiolo Path for Higher Education.

The Science Foundation Arizona (SFAZ) has produced their seven year impact record. Dr. Rottweiler highlighted the achievements of the college, as well as the work done by Dr. Verlyn Fick and his work with the SFAZ. Cochise College is recognized as a model in providing STEM education and STEM Pathways. Dr. Verlyn Fick will provide the Board a report in the future. Dr. Rottweiler stated he is proud of Dr. Fick's accomplishments and leadership.

Dr. Rottweiler stated he has begun meetings with all of the high school superintendents in Cochise County. The purpose of the meetings is to talk about the future and find solutions for the future of education.

Dr. Rottweiler's activities involving the community were highlighted. The college hosted a Chamber of Commerce-sponsored community event, Business at Twilight, on July 9th. Dr. Rottweiler thanked CLL, Mark Schmitt, Sandy Bryan and others who participated in the event. Dr. Rottweiler also presented the keynote address at the Military Appreciation Luncheon on August 5th on Ft. Huachuca. He was asked to participate in the Sierra Vista Spotlight Breakfast, and he will be meeting with the Mexican Consul next week to discuss joint scholarships for students coming to Cochise College. Dr. Rottweiler and Denise Hoyos will meet with the Consul to discuss what we might be able to do with the Foundation and the resources from the Consulate.

1.06.6 Monthly Financial Report – June and July 2015

The Financial Reports for June 2015 and July 2015 were presented and accepted as submitted.

2. INFORMATION ITEMS

2.01 Communications

- Dr. Rottweiler received a letter from Margaret Hepburn, RN, MS, FACHE, Chief Executive Officer of the Legacy Foundation of Southeast Arizona, on behalf of the Legacy Foundation and staff, extending their appreciation to Cochise College for the use of Conference Room 900 for the past 16 months.
- Dr. Rottweiler received a letter from Congresswoman Martha McSally, offering congratulations to the college for receiving the Department of Education grant to support low income and first generation higher education students. She also thanked Dr. Rottweiler for his leadership and dedication to the community.

2.02 Achieved Classified Excellence (ACE) Awards – 2015

Janet Cramer, President of the Classified Association, introduced the recipients of the 2015 ACE Awards. She then provided information on how the awards are determined, stating that the recipients are nominated by their peers and selected by the previous year (2014) winners. The 2015 recipients are:

Leticia Cuevas – Santa Cruz Center
Martin Fuentes – Douglas Campus
Luis Grijalva – Douglas Campus and
Loretta Mountjoy – Sierra Vista Campus

Dr. Rottweiler stated that the Classified Staff are recognized by the Ace Awards, and Faculty are recognized by the NISOD Award, which is typically awarded in March or April. The ACE Award recipients were recognized at yesterday's Convocation, where they received their award, along with a stipend. He acknowledged their hard work and expressed his appreciation to the Classified Staff for taking leadership in this area.

2.03 Extended Learning Report

George Self, Dean of Extended Learning, addressed the Board. He described Extended Learning as the arm of Cochise College that reaches out into the community. He has 10 centers under his direction, which include the Benson Center, the Willcox Center, the Santa Cruz Center, Ft Huachuca, the Virtual Campus, the Prison Program, Adult Ed, the Center for Lifelong Learning, K-12 Outreach, and the Small Business Development Center.

He has 51 full time staff, 28 part time staff, 3 work study's, 10 full time instructors, 215 Associate Faculty, and 65 teachers in non-credit Center for Lifelong Learning (CLL) programs. In the past year he has hired 18 full time people. Mr. Self provided a breakdown in areas his department is responsible for:

- 16,000 credit enrollments over the course of a year – 2/3 are credit classes and 1/3 are MOS classes
- provides services to students in 39 states plus Arizona, and reaches internationally to Mexico and Guam
- there are face-to-face classes in Pensacola, Florida, Good Fellow Air Force Base in San Antonio, Camp Clay in Atlanta Georgia, and Camp Williams in Salt Lake City Utah
- scheduled 983 traditional and virtual classes, 250 CLL classes, one basic Adult Ed and English language classes that begin every 8 weeks
- 60 dual credit classes and 27 STEM sessions for middle school and high school students
- the Small Business Development Center scheduled 36 different events over the past year.

Mr. Self is responsible for approximately \$200,000 Carl Perkins grant funds and \$1,000,000 Prop 301. He stated his total budget is just over \$6,000,000 and added that the Benson and Willcox Centers have been reorganized under one Director, who will be announced directly. The Small Business Development Center is now functioning as a semi-chair for the college's business program. Mr. Self serves as the college's representative for the Cochise County Workforce Development Board and is responsible for updating the eligible training provider list that is posted on www.ArizonaChildConnection.com.

Mr. Self shared that, the thing that is important to him, in his position, is the future of our children, military personnel, prisoners, and general public – and what they may become because of their attendance in any of our programs offered through Extended Learning. Extending Learning puts 'community' in community college. He then stated Barbara Richardson will present the status of the Benson/Willcox Centers and Gabriel Galindo will present on the status of the Santa Cruz Center.

Barbara Richardson is the new director of the joint Benson and Willcox Centers. Ms. Richardson began her presentation by highlighting the Associate Faculty dinner, which kicked off the 50th year celebration with a theme related to the 1960's. Ms. Richardson praised the work of the associate faculty who are the backbone of education at the centers. The annual dinner for the associate faculty will be tomorrow night. Ms. Richardson invited the board and members of the audience to participate in the dinner and celebration for the associate faculty.

The 50th year celebration partnered with the San Pedro River Arts Council, who are the centers partners, and hosted several events throughout the year. Celebrate the Arts was an

event held in March and was highlighted with a gallery presentation of the works of Larry Scott, a local Benson artist, as well as presentations and workshops which included photography and framing. Clement Scott provided a portrait demonstration, musical entertainment was provided, and Lora Miller created the 50th Anniversary cake. There were awards for art; Peta-Anne Tenney won Best of Show for her work entitled Son of Le Van Joe, Summer VanSickle from Benson High School won the youth division with her Dragon photo, and Patrick McLaughlin won People's Choice Award for Breaktime. This event was attended by approximately 100 people and will be repeated annually due to its popularity.

The Center for Lifelong Learning and the Benson Center have partnered to offer Coffee in Benson by offering two lectures. One of the lectures was presented by Hugh Grinell from the AZ Humanities – 'Saving the Great American West', a story about George Bird Grinell, recognized as the Father of Conservation and his involvement with the organization of the National Park System. A second lectures was presented by Jerry Glazeman, a Kartchner Caverns volunteer, who presented a photographic tour of the area of Kartchner Caverns not generally assessable to the public. The title of the lecture was "Off the Paved Trail".

During Convocation, Dr. Rottweiler spoke of 'Pos-si-ble', a new theme for the college. With the restructure of the Benson and Willcox Centers and additional personnel that have been added, Ms. Richardson commented that the focus for the Center is to address long standing issues with the Centers. One such issue mentioned was making sure there is sufficient coverage to address the expanding opportunities for the district and the community for expanded outreach and visibility. Ms. Richardson addressed enrollment stating the amount of flux between semesters without any clear indication what moves the enrollment up and down semester by semester. Current enrollments at Benson are down 28% over 2014, while Willcox is down 80%. Part of the downturn for Willcox is due to the movement of the Dual/Reverse Credit classes taken at the college have been moved to the local high school campus. They are in a different part of term and will not be registered until the later part of August and early September. Benson students are having difficulty with the Financial Aid package being completed in a timely manner. In the past, the Center has done a 'College Goal' which is an Arizona statewide initiative; Ms. Richardson believes we need to make this a Cochise College workshop, implementing these in the Spring and Fall. She is suggesting workshops to assist with this deficiency. Benson enrollments for Dual/Reverse credit classes are expected to rise with the addition of an English teacher and a Mental and Social Health Services program, offered through JTED to Benson High School, with offerings of (2) Psychology 103 in the fall and (2) Psychology 101 in the spring. St. David High School has lost a math instructor with expectations of a reduction in Dual/Reverse credit enrollments to drop off slightly. San Simon and Bowie High School Dual/Reverse credit classes can only go up as this is a newer program offering to those high schools.

Ms. Richardson discussed the Benson Center Community facility utilization attendance. There were 113 events held, attended by approximately 3000 participants, and 1600 visitors came to the computer lobby taking advantage of the campus technology. She expects to continue with the Coffee in Benson lectures and Celebrate the Arts. She has also reached out to the National Orchid Conference to bring their annual conference to the Benson Center. This would bring approximately 50-100 people from out of state to the local businesses as well as the Center.

The Willcox Center hosted a film festival reception and an art show. There will be on-going re-branding at the Willcox Center an extension of the current changes to the lobby area which included new paint and the addition of a computer desk to replace the chairs. In October 2014, the Center hosted an Open House. Upcoming events scheduled for the

center include a SBDC sponsored Cyber Security Class and CLL sponsored Amature Radio Classes for September and October, and K-12 Virtual Academy Testing is scheduled for the spring. Also in the planning stages are University of Arizona Cooperative supporting 4-H programs, community lectures, another film festival reception and possibly another student art show.

Moving the Centers forward, both the Benson and Willcox Centers have upgraded technology to state-of-the-art Wi-Fi systems to allow for remote communications from the Centers to the District IT. This allows the IT professionals with the college to assist the Centers at a distance. New conference rooms in each Center will allow for additional space for meetings and will promote student education via live streaming. Expanding opportunities include classroom conversions and Cochise Connect. Increasing community visibility will feature an Education Fair on August 7th and participation in the Rex Allen Parade in October.

Gabriel Galindo presented the report on the Santa Cruz Center for the Santa Cruz County Provisional Community College. Dr. Rottweiler explained the Santa Cruz Center is possible due to an intergovernmental agreement between the Santa Cruz County Provisional Community College District and the Cochise County Community College District. The voters of Santa Cruz County make this possible through a limited property tax that established and maintains a provisional community college. By state statutes they are not authorized to offer a full community college, however, they can access property tax dollars and partner with one of the 10 accredited community college districts in the state of Arizona. There are two provisional community college districts, one in Santa Cruz that partners with Cochise College and one in Gila County that partners with Eastern Arizona College. The students at the Santa Cruz Center are Cochise College students following a Cochise College curriculum. All of the funding comes from student tuition, state appropriations or the levied tax dollars by Santa Cruz.

Mr. Gabriel Galindo introduced himself to the Board and audience. Mr. Galindo provided a brief history of the Santa Cruz Center. The center began at the Madison Street building, a small building housing two classrooms and a reception area next to the Head Start program. This served as the foundation for eight years, with classes rented from the local high schools. Next, the center was moved to the Historic Court House which housed four classrooms, 12 students in each classroom, and a converted storage room used for IT. In the Fall of 2013, the Santa Cruz Center began the Fall registration in their own building, during which time construction and air conditioning were being completed. Grand Opening of the Center was expected to draw an audience of about 50 people – 100 people were in attendance! Mr. Galindo shared the vision for the center, “We pledge to provide a high quality learning community that embraces our diverse population and is committed to student success. We all have challenges in life, but together, Cochise College can be the place where possibilities meet reality.” The mission statement for the college drives the purpose of the Santa Cruz Center. Mr. Galindo shared the success of the Santa Cruz Center.

Mr. Galindo provided the enrollment progress from the Fall of 2012 to Fall of 2015, and was pleased to share that enrollment has increased from 484 in 2012 to 1173 for the Fall of 2015 (as of the morning of this meeting), which reflects an increase of 142%.

Mr. Galindo proceeded with an introduction of the Center’s full time faculty and staff. Representing the English Department, Dr. Jana Rivers Norton, who is the Center’s representative for Santa Cruz County Teacher of the Year; Kari Durham, who teaches

Biology, including Human Anatomy/Physiology; and Darren Allen, who teaches Math. Also with the Center are Bonnie Mabante – Administrative Assistant; Josefa Jacquez – Academic/Career Advisor; Leticia Cuevas – Registration Tech; J. Andres Espinoza (Andy) – Office Assistant; Alex Alvarez – Maintenance/Security; and Marco Zamudio – IT Technician.

3. NEW BUSINESS

3.01 Consent Agenda *

The following items were approved:

- 3.01.1 * Classified; Appointment (*Alex Alvarez, Maintenance/Security Technician II, Santa Cruz Center*)
- 3.01.2 * Administrative Support; Appointment (*Vienna Baker, Office Assistant I, Benson Center*)
- 3.01.3 * Administrative Support; Appointment (*Martin Haverty, Workforce Development and Training Coordinator, District-wide*)
- 3.01.4 * Administrative Support; Appointment (*Kathy Soza, Clinical Coordinator, Respiratory Care, District-wide*)
- 3.01.5 * Regular Faculty; Resignation (*Ross Miller, Instructor – Professional Flight*)
- 3.01.6 * Regular Faculty; Resignation (*Feng Yang, Instructor – Mechatronics*)
- 3.01.7 * Classified; Termination (*Laurie Donoian, Facility Services Technician III*)
- 3.01.8 * Classified; Termination (*Laura Mendoza, Department Assistant – Prison Education, Douglas Prison Complex*)
- 3.01.9 * Renewal of Intergovernmental Agreement-IGA with Cochise Technology District to Provide College Level Credit Classes
- 3.01.10 * Renewal of Intergovernmental Agreement-IGA with Cochise Technology District for Perkins Program of Study Credit Grant
- 3.01.11 * Acceptance of Minutes for June 9, 2015 – Special Meeting
- 3.01.12 * Acceptance of Minutes for June 9, 2015 – Regular Meeting
- 3.01.13 * Acceptance of Minutes for July 14, 2015 – Telephonic Meeting

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

3.02 Placeholder – Administrative Support, Director for Nursing

The administration brought forward a recommendation to hire Polly Gosa as the Director for Nursing on the Sierra Vista Campus. Mrs. Strain moved and Mr. Nelson seconded a motion to approve the appointment. There was no further discussion by the Board. The Board unanimously approved. MOTION CARRIED.

3.03 Placeholder – Administrative Support; Director, Santa Cruz

This placeholder was removed during the Adoption of the Agenda.

Jennifer Lakosil, Dean of Nursing and Allied Health, introduced Polly Gosa, Janell Jackson and Kathy Soza, George Self introduced Martin Haverty, Dr. Beth Krueger, Dean of Math, Science, and Health Services, introduced, on behalf of Chuck Hoyack, Tim Sequin, and Barbara Richardson introduced Vienna Baker.

4. COMMENTS FROM GOVERNING BOARD MEMBERS

Mr. DiPeso turned the floor over to Governing Board members for comments.

- Mrs. Strain spoke on the Women in Business event held at the Sierra Vista Campus emphasizing how wonderful the collaboration between the public and Cochise College was. She also mentioned Dan Guillmette and his cyber patriot program. She added that she attended Convocation and was appreciative of the efforts put forward to bring the event together.
- Mr. Nelson welcomed the new Board members. He then spoke on the examination process with GED tests, hoping the State Board of Education would expand the type of GED tests that are available. He will be addressing the State Board, with the permission of the Board, to discuss the expansion of the number of tests that are available for GED testing. There was no objection by the Board as to his attendance.
- Mr. DiPeso also welcomed the new Board members and expressed his agreement with Mr. Nelson's attendance at the next State Board of Education meeting.

5. ADJOURNMENT

Mr. DiPeso adjourned the meeting at 7:11 p.m.

Respectfully Submitted:

Jael Calia, Executive Administrative Assistant to the Vice President for Administrative Affairs
(for Loretta Mountjoy, Executive Assistant to the President)

Mrs. Jane Strain, Secretary of the Governing Board