

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, December 13, 2016 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)

The Arizona Association of District Governing Boards did not meet in November; therefore, an AADGB report will not be provided.

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

Mrs. Strain may provide an Association of Community College Trustees report.

- 1.05.3 Senate
The Senate did not meet in November; therefore, a Senate report will not be provided.
- 1.05.4 Student Government Association (SGA)
The Sierra Vista Student Government Association will provide a report.
- 1.05.5 College President
The President will provide:
- *Legislative Update*
 - *Master Facilities Plan Update*
 - *General Comments*
- 1.05.6 Monthly Financial Report – November 2016
The Governing Board will review the Financial Report for November 2016.

2. 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.

2.01 Consent Agenda *

- 2.01.1 * Classified Staff; Appointment (*Tiana Anang-Shimabukuro, Registration Technician II, Sierra Vista Campus*)
- 2.01.2 * Classified Staff; Appointment (*Sandra Berry, Division Assistant, Liberal Arts, Sierra Vista Campus*)
- 2.01.3 * Classified Staff; Appointment (*Frank Martinez, Maintenance Technician-Lead, HVAC/Mechanical, Douglas Campus*)
- 2.01.4 * Faculty; Appointment (*Mary Jenea Sanchez, Instructor, Digital Media Arts, District-wide, based on Sierra Vista Campus*)
- 2.01.5 * Classified Staff; Transfer (*Brenda L. Eastman, Aviation Mechanic I, Douglas Campus*)
- 2.01.6 * Classified Staff; Transfer (*Edna Elias, Division Assistant, Aviation Programs, Douglas Campus*)
- 2.01.7 * Classified Staff; Transfer (*Miguel Ramirez, Maintenance Technician Lead Electrician, Douglas Campus*)
- 2.01.8 * Classified Staff; Transfer (*Rhonda Yost, Department Assistant, Student Development Center, Sierra Vista Campus*)
- 2.01.9 * Administrative Staff; Transfer (*Kevin Austin, Director of Aviation Programs, Douglas Campus*)
- 2.01.10 * Administrative Staff; Transfer (*Joel Evans, MOS Credentialing Coordinator, Fort Huachuca Center*)
- 2.01.11 * Administrative Staff; Transfer (*Rose McPherson, Academic/Career Advisor, Sierra Vista Campus*)
- 2.01.12 * Administrative Staff; Transfer (*Angela Moreno, CLL Youth Programs Coordinator, Sierra Vista Campus*)
- 2.01.13 * Faculty; Transfer (*Ben Berry, Instructor of History/Political Science/Education, Sierra Vista Campus*)

- 2.01.14 * Classified Staff; Resignation (*Crystal Hernandez, Buyer, Sierra Vista Campus*)
- 2.01.15 * Administrative Staff; Resignation (*Candace Gilles-Brown, Adult Education Instructor, District-wide, based on Sierra Vista Campus*)
- 2.01.16 * Administrative Staff; Resignation (*Joshua Meeker, Emergency Medical Services Program Coordinator, District-wide, based on Sierra Vista Campus*)
- 2.01.17 * Administrative Staff; Retirement (*Jennifer Shiver, Academic Advisor Military Programs, Fort Huachuca Center*)
- 2.01.18 * Curriculum Changes
- 2.01.19 * Acceptance of Minutes for November 8, 2016 – Regular Meeting

***** Introduction of New Employees *****

- 2.02 Fair Labor Standards Act (FLSA) Injunction – Impact on Implementation Plan
Administration is requesting the Board adopt a motion to ratify the restoration of the administrative support salary model, suspend the reclassification of administrative support employees to professional staff, and restore the employee classification of administrative support to the previously modified policies.
- 2.03 Administrative Support – Category Change
Administration is requesting the Board adopt a motion to ratify the employment category change to Administrative Support for three employees.
- 2.04 Administrative Computing Assessment and Staff Augmentation Plan
Administration is requesting the Board adopt a motion to approve CampusWorks, Inc., as the successful proposal and authorize the College President to enter into contract negotiations for administrative computing staff augmentation and services not to exceed \$550,000.
- 2.05 Change in Cochise College Mailing Address
Administration is requesting the Board adopt a motion to approve the change in the official mailing address for Cochise College from 4190 W. Highway 80, Douglas, Arizona 85607 to 901 North Colombo Avenue, Sierra Vista, Arizona 85635.
- 2.06 Revised 2017 Governing Board Meeting Schedule
Administration is requesting the Board adopt a motion to approve the revised 2017 Governing Board Meeting Schedule, moving the February 14, 2017 Governing Board to February 7, 2016, in order to accommodate Board members traveling to Washington, DC to attend the ACCT National Legislative Summit scheduled for February 13 – 16, 2017.

3. INFORMATION ITEMS

INFORMATION

3.01 Communications

The college received the following communications:

- *Dr. Rottweiler received a letter of appreciation from Glenn Hohman, Commander, on behalf of the men and women of Disabled American Veterans Fry Chapter 14, for providing their new headquarters in the Cochise College Downtown Center.*
- *Dr. Rottweiler received a letter from Craig P. Anderson, President of Student connections, congratulating Cochise College for improving its official federal*

student loan cohort default rate, and thanking him for the opportunity to work with staff and contribute to the college's default prevention success.

- *Denise Hoyos, Director of External Affairs, received a letter from Arlo T. Janssen, on behalf of the Low Vision Support Group of Sierra Vista, thanking her for leading the group on a tour of the Cochise College Downtown Center.*
- *Dr. Rottweiler received a letter of appreciation from George W. Clarke, Director, EAA Chapter 776, to the college for allowing the use of aircraft and young pilots to be available, and especially acknowledging Tim Timmons and Eugene Schmall for their assistance in the Young Eagle Flights in both Douglas and Sierra Vista.*

3.02 External Affairs Report

Denise Hoyos, Director of External Affairs/Executive Director of the Cochise College Foundation, and Robyn Martin, Director of Marketing and Communications, will provide a brief overview of recent External Affairs achievements and efforts.

3.03 Governing Board Policy 644 – Performance Evaluations

Governing Board Policy 644 – Performance Evaluations, is being presented as a first-read for review and consideration. The proposed amendments include the addition of “administrative staff”, “professional staff” and “coach” employee classifications, general cleanup of language, formatting, and aligning practice with policy.

4. COMMENTS FROM GOVERNING BOARD MEMBERS

Mr. Nelson will turn the time over to Board members to provide comments/share information.

6. 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 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 Assistant to the President at least 24 hours prior to the scheduled Governing Board Meeting. Telephone number is 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 9th day of December, 2016, at 4:30 p.m. o'clock.

Loretta Mountjoy

Loretta Mountjoy, Executive Assistant
Office of the President