

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 12, 2017, beginning at 6 p.m., in the Governing Board Room 301, Human Resources Building – 300, 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)

Mrs. Jane Strain, representative to the AADGB, will provide a report.

1.05.2 Senate

A Senate Report will not be provided.

1.05.3 Student Government Association (SGA)

A member of the Student Government Association will provide a report.

- 1.05.4 College President
The President will provide:
- *Legislative Update*
 - *Master Facilities Plan Update*
 - *General Comments*
- 1.05.5 Monthly Financial Report – November 2017
The Governing Board will review the Financial Report for November 2017.

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 * Administrative Staff; Appointment (*Scott Clark, Chief Technology Officer, District-wide, based on the Sierra Vista Campus*)
- 2.01.2 * Faculty; Appointment (*Paul Sebesta, Instructor Agriculture, District-wide, based on the Douglas Campus*)
- 2.01.3 * Classified Staff; Transfer (*Kimberly Petty, Accounts Receivable Analyst, Sierra Vista Campus*)
- 2.01.4 * Administrative Staff; Transfer (*Eric Brooks, Dean of Liberal Arts, District-wide, based on the Sierra Vista Campus*)
- 2.01.5 * Faculty; Resignation (*Mark Vernon, Instructor HVAC, Sierra Vista Campus*)
- 2.01.6 * Administrative Support; Retirement (*Diane Nadeau, Curriculum Coordinator, Sierra Vista Campus*)
- 2.01.7 * Acceptance of Minutes for November 14, 2017 – Regular Meeting

2.02 Placeholder – Administrative Staff – Chief Flight Instructor – Douglas Campus
Administration is requesting the Board adopt a motion to approve the hiring of the administration's recommended candidate for Chief Flight Instructor.

2.03 Placeholder – Faculty – Instructor Professional Flight – Douglas Campus
Administration is requesting the Board adopt a motion to approve the hiring of the administration's recommended candidate for Instructor Professional Flight.

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

2.04 Sabbatical Proposal – Dr. Roman Briggs
Administration is requesting the Board adopt a motion to approve the sabbatical request for leave of Dr. Roman Briggs for the 2018-2019 academic year.

2.05 Revised Governing Board Policy 303 – President Succession
Administration is requesting the Board adopt a motion to approve revised Governing Board Policy 303 – President Succession removing Vice President for Information Technology from the list of delegated college administrators and changing the title of Vice President for Instruction/Provost to Executive Vice President/Provost.

- 2.06 Revised Governing Board Policy 408 – District Investments
Administration is requesting the Board adopt a motion to approve revised Governing Board Policy 408 – District Investments to increase the maturity date of District Investment of Securities up to five (5) years.
- 2.07 Revised Governing Board Policy 409 – Service of Process
Administration is requesting the Board adopt a motion to approve revised Governing Board Policy 409 – Service of Process changing the title of Payroll Manger to Payroll Supervisor.

3. INFORMATION ITEMS

INFORMATION

- 3.01 Communications
The college received the following communications:
- *Dr. Rottweiler received an email from Roy Bartels, Deputy Executive Director for Instructional Technology Council, informing the college that the outstanding use of technology nomination from Cochise College, **innovative use of activities and resource options available in Moodle**, created by Dr. Joan Jorgensen, Instructional Designer for Virtual Campus, has been selected to receive the 2018 Award for Innovative eLearning Technology from the Instructional Technology Council. Dr. Jorgensen will be recognized and presented the ITC Award during a special recognition luncheon at the eLearning 2018 Conference on Tuesday, February 13, 2018.*
 - *Dr. Rottweiler received an email from Narcisa Polonio with ACCT, thanking him for presenting at the GISS-Governance Institute for Student Success, which was held on November 29, 2017.*
- 3.02 Advancement/External Affairs Report
Denise Hoyos, Director of External Affairs/Executive Director of the Cochise College Foundation, will provide an overview of recent efforts and future plans in External Affairs.
- 3.03 Title IX Report
Dr. Wendy Davis, Vice President of Human Resources, will provide an overview of Title IX and initiatives the college has in place to assist our students and employees in understanding their rights and responsibilities.
- 3.04 Administrative Computing Report
Dr. Verlyn Fick, Executive Vice President/Provost, will provide a progress report on Administrative Computing

4. COMMENTS FROM GOVERNING BOARD MEMBERS

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

For Disability Accommodations, 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, Crystal Wheeler, certify that this notice of public meeting, prepared pursuant to A.R.S. §38-431.02, was posted on the 8th day of December, 2017, by 5 p.m. o'clock.

Crystal Wheeler

Crystal Wheeler, Executive Assistant
Office of the President