

# 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, October 10, 2017, beginning at 6 p.m., in the Governing Board Room, on the Cochise College Douglas Campus, 4190 West Highway 80, Douglas, AZ 85607.**

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 member of the Senate will provide a report.*

1.05.3 Student Government Association (SGA)

*A Student Government Association report will be provided.*

- 1.05.4 College President  
*The President will provide:*
- *Legislative Update*
  - *Master Facilities Plan Update*
  - *General Comments*
- 1.05.5 Monthly Financial Report – September 2017  
*The Governing Board will review the Financial Report for September 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 Support; Appointment (*Margaret Castillo, Assistant Athletic Trainer, Douglas Campus*)
- 2.01.2 \* Administrative Staff; Appointment (*Sierra Fultz, Athletic Trainer, Douglas Campus*)
- 2.01.3 \* Administrative Staff; Appointment (*Abena Purnell, Grants Accountant, Sierra Vista Campus*)
- 2.01.4 \* Classified Staff; Transfer (*Nick Louviere, Facility Services Technician III, Sierra Vista Campus*)
- 2.01.5 \* Administrative Support; Restructure (*Ron Hyde, Technology Support Coordinator/Web Designer, District-Wide*)
- 2.01.6 \* Administrative Support; Restructure (*Celia Jenkins, STEM Pathways and Recruiting Coordinator, District-Wide*)
- 2.01.7 \* Administrative Staff; Restructure (*Robyn Martin, Assistant Dean of Enrollment Management and Marketing, District-Wide*)
- 2.01.8 \* Classified Staff; Resignation (*Shannon Gahn, Department Assistant Housing Athletics, Douglas Campus*)
- 2.01.9 \* Administrative Staff; Resignation (*Michelle Landis, Controller, Sierra Vista Campus*)
- 2.01.10 \* Administrative Staff; Resignation (*Nicolas Santos, Athletic Trainer, Douglas Campus*)
- 2.01.11 \* Faculty; Resignation (*Phillip Whatley, Instructor of HVAC Prison Education Douglas Department of Corrections Campus*)
- 2.01.12 \* Curriculum Changes
- 2.01.13 \* Acceptance of Minutes for September 12, 2017 – Regular Meeting
- 2.02 Placeholder – Classified Appointment – HVAC Senior Technician, District-wide, based on Sierra Vista Campus  
*Administration is requesting the Board adopt a motion to approve the hiring of the administration's recommended candidate for HVAC Senior Technician.*

- 2.03 Placeholder – Administrative Support Appointment – Academic Career Advisor, Sierra Vista Campus  
*Administration is requesting the Board adopt a motion to approve the hiring of the administration’s recommended candidate for Academic Career Advisor.*

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

- 2.04 2018 Governing Board Meeting Schedule  
*Administration is requesting the Board adopt a motion to approve proposed 2018 Governing Board Meeting Schedule – Option B*

**3. INFORMATION ITEMS**

**INFORMATION**

- 3.01 Communications  
*The college received no communications*
- 3.02 Pit Fire Event Update  
*Tanya Biami, Fine Arts Department Chair, will provide a brief update on the Annual Pit Fire Event held on October 6, 2017.*
- 3.03 Athletics Report  
*Dr. James ‘Bo’ Hall, Dean of Student Services and Director of Athletics, will provide a 2016-2017 end of year athletics report.*
- 3.04 Revised Governing Board Policy 652 – Faculty Credentials  
*Revised Governing Board Policy 652 – Faculty Credentials, is presented as a first-read for review and consideration. The proposed revised policy has removed procedure 652.2 Special Exceptions due to a change in Higher Learning Commission guidelines.*
- 3.05 Revised Governing Board Policy 666 – Associate Faculty  
*Revised Governing Board Policy 666 – Associate Faculty, is presented as a first-read for review and consideration. The proposed revised policy establishes a standard procedure for associate faculty to be paid for serving as a substitute as well as how absences not related to sick leave are handled.*
- 3.06 Revised Governing Board Policy 670 – Career Ladder  
*Revised Governing Board Policy 670 – Career Ladder, is presented as a first-read for review and consideration. The proposed revised policy clarifies the intention of the policy as well as how increases in compensation are handled and establishes a priority system based on budget availability.*
- 3.07 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 6<sup>th</sup> day of October, 2017, by 5 p.m. o'clock.

*Crystal Wheeler*

Crystal Wheeler, Executive Assistant  
Office of the President