

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, April 10, 2018 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

The Governing Board will review the Senate report provided within the packet.

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 – March 2018
The Governing Board will review the Financial Report for March 2018.

2. EXECUTIVE SESSION – LEGAL ADVICE

ACTION

- A. The Governing Board may choose to enter into executive session pursuant to A.R.S. §38-431.03 (A) (4) – Discussion or consultation with the attorneys of the public body in order to consider its position and instruct its attorneys regarding the public body’s position regarding contracts that are the subject of negotiations, in pending or contemplated litigation or in settlement discussions conducted in order to avoid or resolve litigation.**

NO ACTIONS WILL BE TAKEN DURING THE EXECUTIVE SESSION.

3. 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.

3.01 Consent Agenda *

- 3.01.1 * Classified Staff; Appointment (*Sharron Nason, Registration Technician II Military Programs, Fort Huachuca Center*)
- 3.01.2 * Administrative Staff; Appointment (*David Luna, Director of Administrative Computing, Sierra Vista Campus*)
- 3.01.3 * Administrative Staff; Appointment (*Jeffrey Mountjoy, Director of Procurement, Sierra Vista Campus*)
- 3.01.4 * Administrative Staff; Transfer (*Tracey Neese, Database Administrator, Sierra Vista Campus*)
- 3.01.5 * Administrative Staff; Resignation (*Dr. Clyne Namuo, Dean of Business and Technology, District-wide, based on Sierra Vista Campus*)
- 3.01.6 * Faculty; .49 Resignation (*Belinda Burnett, Chief Flight Instructor, Douglas Campus*)
- 3.01.7 * Faculty; Resignation (*Mark Mach, Instructor of Psychology, Sierra Vista Campus*)
- 3.01.8 * Administrative Support; Reduction in Force (*Renee Rhodehamel, Academic Support Coordinator*)
- 3.01.9 * Faculty; .49 Re-appointment (*Albert Kogel, Instructor of Art, Sierra Vista Campus*)
- 3.01.10 * Faculty; .49 Re-appointment (*Monte Surratt, Instructor of Art, Douglas Campus*)

- 3.01.11 * Resolution of Outstanding Claims
- 3.01.12 * Acceptance of Minutes for March 13, 2018 – Regular Meeting

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

- 3.02 Fiscal Year 2018 – 2019 Personnel Listing
Administration is requesting the Board adopt a motion to approve the personnel listing containing the names of employees to be issued employment contracts for the ensuing fiscal year, as presented.
- 3.03 Revised Governing Board Policy 628 – Sick Leave – Benefited Employees
Administration is requesting the Board adopt a motion to approve revised Governing Board Policy 628 – Sick Leave – Benefited Employees.
- 3.04 Revised Governing Board Policy 633 – Sick Leave – Benefited Employees
Administration is requesting the Board adopt a motion to approve revised Governing Board Policy 633 – Sick Leave – Benefited Employees.
- 3.05 Revised Governing Board Policy 654 – Bereavement Leave
Administration is requesting the Board adopt a motion to approve Revised Governing Board Policy 654 – Bereavement Leave.

4. INFORMATION ITEMS

INFORMATION

- 4.01 Communications
The college received no communications.
- 4.02 NISOD Award
Dr. Fick, Executive Vice President/Provost, will announce the recipients of the National Institute for Staff and Organization Development (NISOD) Award.
- 4.03 Revised Governing Board Policy 626 – Annual Leave
Revised Governing Board Policy 626 – Annual Leave is presented as a first-read for review and consideration. The proposed revised policy includes language clarifying how annual leave is accrued on a 26 pay per year schedule.
- 4.04 Revised Governing Board Policy 636 – Tuition Exemption
Revised Governing Board Policy 636 – Tuition Exemption is presented as a first-read for review and consideration. The proposed revised policy includes the classification of “professional staff” as one that may, with supervisor approval, adjust their work schedule to attend classes during the normally scheduled work week.
- 4.05 Human Resources Annual Report
Dr. Wendy Davis, Vice President for Human Resources, will provide an update, which will include a faculty and staff profile, demographics analysis, and compensation study information.
- 4.06 FY2017 Audit Review
LaMont Schiers, Vice President for Administrative Affairs, will provide a review of the FY 2017 Audit.

5. COMMENTS FROM GOVERNING BOARD MEMBERS

Mr. Ortega 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.

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 6th day of April, 2018, by 5 p.m. o'clock.

Crystal Wheeler

Crystal Wheeler, Executive Assistant
Office of the President