

## MINUTES

### COCHISE COUNTY COMMUNITY COLLEGE DISTRICT GOVERNING BOARD REGULAR MEETING

Tuesday, November 12, 2019  
Sierra Vista Campus  
6:00 p.m.

#### 1. GENERAL FUNCTIONS

##### 1.01 Call to Order

Mr. Quinn called the meeting to order at 6:00 p.m.

##### **Board Members Present:**

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

##### **Board Members Absent:**

Mr. Don Hudgins

##### 1.02 Pledge of Allegiance

Mr. Quinn led the Pledge of Allegiance.

##### 1.03 Adoption of Agenda

Agenda Item 2.02 Placeholder – Classified Staff Appointment – Senior Electrician, District-wide, based on the Douglas Campus, replaced with Action Item. No additional changes requested, and agenda adopted as published.

Mr. Nelson moved, and Mr. DiPeso seconded a motion to adopt the Agenda. The board unanimously approved with members, David DiPeso, Dennis Nelson, Tim Quinn, and Mrs. Strain all voting aye. MOTION CARRIED.

##### 1.04 Citizen's Interim

There were no requests to address the board.

##### 1.05 Standing Reports

##### 1.05.1 Representative to the Arizona Association of Community College Trustees (AACCT)

Mrs. Strain reported the Arizona statewide community college trustees would meet on November 21, 2019, to hold elections for new leadership.

**1.05.2 Senate**

No Senate report provided; committee did not meet in October.

**1.05.3 Student Government Association (SGA)**

No Student Government Association (SGA) report provided.

**1.05.4 College President**

Dr. Rottweiler was not present at the meeting; but he provided a written report in the Governing Board meeting packet for review.

Referencing the written report, Mr. Quinn asked for a brief update on the visit hosting the Arizona legislators. Dr. Verlyn Fick and Dr. Rod Flanigan reported Dr. Rottweiler highlighted the need for the on-going \$3.1M funding to support program development. The legislators appeared to enjoy the virtual reality experiences led by John Grant on Fort Huachuca, which led to great discussions regarding the support for on-going funding. Board members received a packet containing copies of the materials given to the legislators.

**1.05.5 Monthly Financial Report – October 2019**

The Financial Report for October 2019 presented and accepted as submitted.

**2. NEW BUSINESS\***

**ACTION**

**2.01 Consent Agenda \***

The following items were approved:

- 2.01.1 \* Classified Staff; Appointment (*Colette Andrews, Data Specialist, Center for Life Long Learning, Downtown Center*)
- 2.01.2 \* Classified Staff; Appointment (*Timothy Best, Help Desk Technician, Sierra Vista Campus*)
- 2.01.3 \* Classified Staff; Appointment (*Donna Bracy, Registration Technician II, Sierra Vista Campus*)
- 2.01.4 \* Classified Staff; Appointment (*Charles English, Department Assistant Disability Services, Sierra Vista Campus*)
- 2.01.5 \* Classified Staff; Appointment (*Angela Landis, Accounts Payable Technician, Sierra Vista Campus*)
- 2.01.6 \* Classified Staff; Appointment (*Cesar Noriega, Office Assistant II, Counseling and Advising, Douglas Campus*)
- 2.01.7 \* Classified Staff; Appointment (*Joseph Nunnally, Senior Support Technician, Sierra Vista Campus*)
- 2.01.8 \* Classified Staff; Appointment (*Denise Tackett, Registration Technician II, Military Programs, Fort Huachuca Education Center*)
- 2.01.9 \* Administrative Staff; Appointment (*Rick Rhodes, Director of Emergency Medical Service Programs, Downtown Center*)
- 2.01.10 \* Administrative Staff; Transfer (*Juan Espinoza, Student Activities Manager, Sierra Vista Campus*)
- 2.01.11 \* Administrative Staff; Transfer (*Jason Thompson, Assistant Registrar, District-wide, based on the Sierra Vista Campus*)

- 2.01.12 \* Classified Staff; Resignation (*Eduardo Peralta, Grounds Maintenance Assistant, Douglas Campus*)
- 2.01.13 \* Classified Staff; Resignation (*James Rodriguez, HVAC Senior Technician, Sierra Vista Campus*)
- 2.01.14 \* Classified Staff; Resignation (*Nicholas Williams, Senior Support Technician, District-wide, based on the Sierra Vista Campus*)
- 2.01.15 \* Administrative Staff; Resignation (*Carla Boyd, Director of Equity, Inclusion and Compliance/Disability Services, District-wide, based on the Sierra Vista Campus*)
- 2.01.16 \* Administrative Staff; Resignation (*Randy Denney, Director of Occupational Health and Safety, District-wide, based on the Sierra Vista Campus*)
- 2.01.17 \* Acceptance of Minutes for October 8, 2019 – Regular Meeting

Mr. DiPeso moved, and Mr. Nelson seconded a motion to approve the Consent Agenda. There was no further discussion by the board. The board unanimously approved with members, David DiPeso, Dennis Nelson, Tim Quinn, and Jane Strain all voting aye. MOTION CARRIED.

## **2.02 Placeholder – Classified Staff Appointment – Senior Electrician, District-wide, based on the Douglas Campus**

The administration brought forward a recommendation to hire Miguel Perez, Senior Electrician, district-wide, based on the Douglas Campus, pending successful background screening on or before November 15, 2019.

Mr. DiPeso moved, and Mr. Nelson seconded a motion to approve the appointment of Miguel Perez, Senior Electrician, pending successful background screening on or before November 15, 2019. There was no further discussion by the board. The board unanimously approved with members, David DiPeso, Dennis Nelson, Tim Quinn, and Jane Strain all voting aye. MOTION CARRIED.

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

Wick Lewis, Executive Director for Human Resources, introduced Andy Espinoza, Student Activities Manager, and Jason Thompson, Assistant Registrar; Jennifer Lakosil, Dean of Nursing and Allied Health, introduced Rick Rhodes, Director of Emergency Medical Service Programs.

## **2.03 Appointment to .49 Full-Time Equivalency (FTE) Position**

The administration requested the board adopt a motion authorizing the appointment of Randy Fox, Welding Instructor, to a .49 position effective January 6, 2020 through May 15, 2020.

Mrs. Strain moved, and Mr. Nelson seconded a motion to approve the appointment of Randy Fox to a .49 welding instructor position. There was no further discussion by the board. The board unanimously approved with members, David DiPeso, Dennis Nelson, Tim Quinn, and Jane Strain all voting aye. MOTION CARRIED.

## **2.04 Student Course Fee Schedule – 2020-2021**

The administration requested the board adopt a motion to approve the student course fee schedule for 2020-2021, as presented.

Dr. Fick explained a few course fee changes:

- \$25 increase in CIS for Cyber Security software
- \$75 increase in Fire Science for equipment upgrades
- \$80 deletion of HESI testing
- \$490 new fee HESI and ATI Testing fee and remediation
- \$65 new fee for Nursing drug screening test

Mr. DiPeso moved, and Mr. Nelson seconded a motion to approve the student course fee schedule for 2020-2021. There was no further discussion by the board. The board unanimously approved with members, David DiPeso, Dennis Nelson, Tim Quinn, and Jane Strain all voting aye. MOTION CARRIED.

## **2.05 Guaranteed Maximum Price (GMP) for Construction of the Automotive Technology Building**

The administration requested the board adopt a motion to approve the Guaranteed Maximum Price with Diversified Design and Construction in the amount of \$5,136,223; approve the total project cost not to exceed \$6,250,000; and authorize the college president or designee to sign a construction contract with Diversified Design and Construction and to issue the notice to proceed.

Responding to Mr. Nelson regarding funding for the building, Dr. Davis noted the allocated funding would be approximately \$2.12M from the \$3.1M one-time state funding, with remaining funds from the plant fund budget.

Responding to Mrs. Strain regarding the college's move to the new facility, Dr. Davis stated the college plans to remain in the current automotive facility until December 2020, and then move into the new facility for classes to begin in January 2021.

Mr. Nelson moved, and Mr. DiPeso seconded a motion to approve the Guaranteed Maximum Price with Diversified Design and Construction in the amount of \$5,136,223; approve the total project cost not to exceed \$6,250,000; and authorizing the college president or designee to sign a construction contract with Diversified Design and Construction and to issue the notice to proceed. There was no further discussion by the board. The board unanimously approved with members, David DiPeso, Dennis Nelson, Tim Quinn, and Jane Strain all voting aye. MOTION CARRIED.

## **3. INFORMATION ITEMS**

## **INFORMATION**

### **3.01 Communications**

- John Walsh, Director of Library Services, received email notification congratulating the Arizona Library Association service award winners; John received the Library Leadership Award and recognition at a ceremony held during the AZLA Conference on November 8. John is also recognized as the President Elect for AZLA.
- Becky Orozco, Cochise College Instructor, received Volunteer of the Year Award, specifically recognizing her work on the preservation of Camp Naco and for Boys and Girls Club of Bisbee. The Bisbee Foundation, a local affiliate of the Arizona Community Foundation, presented a plaque to Ms. Orozco. Ms. Orozco also received a 2018-19 Faculty Volunteer Award through the college's Cochise Cares program.
- Cochise College Student Success Newsletter, Issue 05, November 2019.

Referencing mandatory advising reported in the in the Student Success Newsletter, Mr. Quinn asked administration to garner feedback following mandatory advising of all incoming students, such as the adult incoming students, to ensure it is worth for the investment.

### **3.02 Business and Technology Report**

Dr. Rod Flanigan, Dean of Business and Technology, led a Business and Technology Report highlighting the Automotive Technology Program; highlights include:

Organizational changes:

- Programs eliminated
  - Logistics
  - Economics
  - CIS – ABUS
  - Web Developer
  - Electronics
- Programs added or soon to be added
  - Business Management – degree
  - Supply Chain Management – certificate
  - Sales and Marketing – certificate
  - VR Technologist – certificate
  - VR Developer – certificate
  - Diesel Technology – degree
  - Basic Building Construction – AZ Department of Corrections - certificate

Dr. Flanigan noted he is reviewing the Arizona Department of Corrections contract and exploring additional opportunities as the contract with the college ends in June 2020.

Introduction of Faculty:

- James Krause
  - A great leader who built the program
  - ASE Master Certified Technician
  - Over 25 years of real-world experience
  - Serves on Buena High School Advisory Board for the Automotive Program
  - Department Chair
- Alan Anderson
  - Recently hired associate faculty
  - ASE Master Certified Technician
- Ron Bosley
  - Full-time faculty
  - 26 years' experience as a professional automotive technician
  - 25 years as ASE Certified Technician
  - Buena High School Automotive Program Advisory Council
- Randy Maroney
  - Associate Faculty for many years and works on Fort Huachuca
  - Over 30 years of experience in the automotive industry
  - General Motors Master Technician

From Whence We Came – led by James Krause

- 2005 – Program began at RPM Center on Ft. Huachuca
- 2007 – Program started teaching several classes at the Lawley Ford and Chevy dealership locations in Sierra Vista
- 2010 – Program added the Cochise County fleet services building in Bisbee
- 2012 – Program moved to the current location
- 2020 – Move into the new Automotive Technology building!

Automotive ‘All-Stars’:

- Cochise College Automotive Technology alumni who are working in the Sierra Vista area:
  - 40 current and graduated students working in Sierra Vista
  - Danny Aristigue
    - Works for Arizona Auto following program completion
  - Aaron Olney
    - Was a diesel mechanic in the Army
    - Completed the two-year auto program
    - Works for Big O Tires as assistant manager
  - Steven Fletcher
    - Military for 10 years
    - Completed two-year automotive program degree
    - Works for Sierra Toyota
  - Gerardo Luis Adona
    - Works for Lawley Automotive following program completion

Community Service:

- Kiwanis Club Stocking Stuffers
- Kar’s for Kid’s with Boys and Girls Club partner with Sheriff
- Project Graduation
- Industry training
- Haunted House
- Cars in the Park

Responding to Mr. Nelson, Mr. Krause noted the program starts with light duty auto repair from bumper-to bumper training, then basic electrical certification. Students get full hands-on training experience by bringing in their own vehicles to work on. The program has eight certifications to receive Master Certification with ASE testing. Upon successful completion, students obtain their 2-year certification and one-year work experience.

### **3.03 Facilities Annual Report**

Mr. Jim Barrows, Director of Facilities and Maintenance, addressed questions from the board regarding the annual Facilities Report provided in the board meeting packet.

Addressing Mr. Nelson’s question, Mr. Barrows informed the board the college would continue working with the same state-contracted vendor to install security cameras on all campus. The Downtown Center, Sierra Vista Campus, and Douglas Aviation would be completed by end of the fiscal year with Douglas Campus work to be completed next fiscal year.

Presentation highlights:

- Douglas Campus Student Union – Shared photos of the remodel

- Added student store
- Remodel of Que Pas and food servery
- Updated restrooms
- Replaced flooring
- Art Fab Expansion – Douglas Campus
  - Purchased 5 kilns; 3 electric; 1 gas kiln; 1 raccoon kiln
  - Salt kiln in the future
- Sierra Vista
  - Solar Array
  - Sidewalks and landscaping in time for commencement in May
  - Completing fountain with water feature
  - Roof Coating – 300/500/1100/1200/1500
    - Silicon recoating – lasts approx.10-15 years
- Douglas Campus Green House
  - 35x72 feet
  - Delivery end of November
  - Assembled by start of classes in January
- Art Building Demolition
  - Re-purpose steel to build hay barn for rodeo
- Storm Drainage System
  - Beginning in May 2020
- Douglas Campus Security - Aviation
  - Awaiting proposal from Amerx Security Company
- Douglas and Sierra Vista Campus Entrance and Loop paving
  - June - Douglas
  - July - Sierra Vista Campus new fiscal budget
- Time Lapse photography for construction of the Automotive Technology Building

### **3.04 2019 Strategic Vision Outcomes Report**

Dr. Verlyn Fick, Executive Vice President/Provost, provided an overview of the Arizona 2019 Strategic Vision Outcomes; highlights include:

#### **Arizona State Community College 2019 Strategic Vision (ten-year comparison)**

Metrics 1 and 2 – FTSE and Total Enrollment:

- Statewide total annual enrollment has declined since 2010
- FTSE enrollment has stabilized
- Degrees and certificates awarded increased statewide

Metric 7 – Community College-Going Rates:

- 34% of recent Arizona high school graduates are going to college higher than the national average of 23%

Metric 19 – Degrees and Certificates Awarded:

- Increased 25% in spite of enrollment decline

Metric 25 and 26 – Instate Transfer Rates:

- Increased 11%

Metric 30 – Estimated Percent of the Arizona Working-Age Population with a Postsecondary Credential – Achieve 60 AZ Goal:

- Arizona started at 41.8% up to 46.2%

## **Cochise College 2019 Strategic Vision Outcomes Report**

Metric 3 and 4 – Enrollment ABE/GED and Dual Credit (three-year comparison):

- Increased from 365 to 412

Metric 8 – Cost of Attendance as a Percentage of Median Household Income:

- 9% cost of median 2009/10 to 13% for 2016/17

Metric 11 and 12 – Success after Developmental Education:

- Increased from 36% in 2005 to 67% in 2018

Metric 13 – College-Level Course Success Rate:

- 2016 - 85% of credits attempted were successful

Metric 17 and 18 – Retention Rates:

- 2016 fall to spring retention - 98%

Metric 19 – Degrees and Certificates Awarded:

- 2018 - 2218 degrees and certificates awarded 75% degrees and 25% certificates.

Metric 20 – Graduation Rate (Degree/Certificate Completion):

- 2012 cohort – 39% completed higher than statewide average and national comparison of 23% (6 years to complete because more than half are part-time students)

Metric 22 – AGEC Completion Rate:

- Increased from 10% in 2005 to 19% in 2012

Metric 27 – Percent of Learners Achieving a Successful Outcome:

- 74% in the 2012 cohort achieved a successful outcome within 6 years

Metric 33 – Percent of the 23 highest-demand Occupations in Southern Arizona requiring more than a High School Diploma but less than a Bachelor's Degree for which Cochise College offers Degree and/or Certificate Programs:

- 48%; 11 of 23 of the highest-demand occupations in the Southeastern region of the state

## **Cochise College “Chiclets chart” with metric comparisons compared to state metrics and all other Arizona community colleges:**

Metric 7 – Community College – Going Rate:

- 22.4% - lower than state rate of 33.6%

Metric 9 – Developmental Math Course Success Rate:

- 54.7% - less than state rate of 62.5%

Metric 10 – Developmental English/Reading Course Success Rate:

- 79.2% - higher than state rate of 76.8%

Metric 11 – Success after Developmental Math Rate:

- 37.5% - higher than state rate of 30.6%

Metric 12 – Success after Developmental English/Reading Rate:

- 66.8% - higher than state rate of 51.1% and highest of all Arizona community colleges

Metric 14d. – Percent of first College-level Credit Hours Successfully Completed (College Algebra):

- 53% - lower than the colleges rate of 61% last year

Metric 16 – Percent of Part-Time Learners Completing 24 credits by the end of the second academic year:

- 53% - higher than state rate of 52.4%; lower than the college's rate of 67.8% last year.

Metric 17 – Fall-to-next-term Retention Rate:

- 98.3% - higher than state rate of 90.8% and highest of all Arizona community colleges

Metric 18 – Fall-to-fall Retention Rate:

- 71.3% - lower than state rate of 77%

Metric 20 – Graduation (degree/certificate completion) Rate:

- 38.5% - higher than state rate of 32.8%



Metric 24 – Percent of 2017-18 Transfers with an AGEC and /or Degree at time of Transfer:

- 75.3% - higher than state rate of 60.7%; second highest of all Arizona community colleges

Metric 27 – Percent of Learners Achieving a Successful Outcome within six years:

- 73.5% - higher than state rate of 61%; second highest of all Arizona community colleges.

Mr. Quinn expressed concerns regarding Metric 29 – Percent of all 2014-15 transfers who earn a bachelor's degree within four years. The college rate of 24.6% is lower than the state rate of 48.5% and is the lowest of all Arizona community colleges. Dr. Fick will review statistics for further understanding of the low rate.

### **3.05 Written Sabbatical Report – Dr. Roman Briggs**

Dr. Roman Briggs, Instructor for Humanities and Philosophy, completed the academic year 2018-2019 sabbatical and prepared a written report to the board, which was included in the board-meeting packet for review.

### **3.06 Governing Board Policy 407 – Compensation and Benefits Governing Board Policy 408 – District Investments Governing Board Policy 409 – Service of Process**

Governing Board Policy 407 – Compensation and Benefits, Governing Board Policy 408 – District Investments, and Governing Board Policy 409 – Service of Process presented as a first-reads for review and consideration. No revisions noted for content of the policies reviewed.

## **4. COMMENTS FROM GOVERNING BOARD MEMBERS**

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

- Mr. DiPeso
  - Report from the ACCT Leadership Congress he attended; sessions included:
    - Some community colleges are developing and selling applications
    - Additional funding for community colleges
      - Businesses run by the college; restaurants run by culinary, hiking trips, etc.
      - A college built a building for in-door baseball at minimum costs to the college with help from volunteers, local business partners, donations, and students
    - A company doing custom woodwork with specialized equipment needed trained workers, so the company sponsored a class taught by the community college. The company hired all the students then sent them through the training at the college.
- Mrs. Strain:
  - Referenced an editorial in the October 29, Sierra Vista Herald listing Cochise College as the solution for the cost of higher education; “students looking to continue their educations beyond high school can cut costs and get a great start on their career by considering one of the best community colleges in the nation, right here in Cochise County”.
  - Attended a Noon Rotary Meeting where Dr. Rottweiler provided an amazing presentation.

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- Attended a Brown Bag Lunch at the Downtown Town Center, with a great presentation in a packed room
- Foundation Hall of Fame Recognition – great experience and positive stories
- Mr. Quinn:
  - Recognized Ms. Hoyos and Ms. Dickerson for their organization of the Hall of Fame Recognition
  - Recognized and thanked presenters

**5. ADJOURNMENT**

Mr. Quinn adjourned the meeting at 7:45 PM.

Respectfully Submitted:

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Crystal Wheeler, Executive Assistant, Office of the President

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Mrs. Jane Strain, Secretary of the Governing Board