

# 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 with the limited capacity of 18 **in-person attendees (with face coverings)** on **Tuesday, March 9, 2021, beginning at 6 p.m.** in the **Student Union Community Room located on the Cochise College Sierra Vista Campus** located at 901 N. Colombo Ave.

Due to health concerns related to COVID-19, the Board has limited public group access to no more than 18 attendees (who will be required to wear a face covering) in the Student Union Community Room located on the Cochise College Sierra Vista Campus. Members of the public who wish to attend the meeting via video conference can join at <https://cochise.zoom.us/j/99356528182>. Individuals attending the meeting via this link, will be joined as an attendee of the meeting and will not be seen nor heard by members of the board, or the public, unless recognized by the chair. A list of attendees will be recorded, and attendees will be able to watch the meeting in real time.

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).

## AGENDA

### 1. GENERAL FUNCTIONS

1.01 Call to Order

1.02 Pledge of Allegiance

1.03 Adoption of Agenda

1.04 Citizen's In-person 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 Refresher on Open Meeting Law

**INFORMATION**

*Christine Roberts, Cochise County Attorney, will provide a refresher on Arizona Open Meeting Laws.*

1.06 Standing Reports

**INFORMATION**

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

*No AACCT report will be provided as there were no updates since the last meeting.*

- 1.06.2 Senate  
*A Senate report will not be provided as there was no February meeting.*
- 1.06.3 Student Government Association (SGA)  
*The Cochise College Student Government Association will present an update to the Governing Board.*
- 1.06.4 College President  
*The President will provide:*
- *Legislative Update*
  - *Facilities Update*
  - *COVID -19 Update*
  - *General Comments*
- 1.06.5 Monthly Financial Report  
*The Governing Board will review the Financial Report for February 2021.*

**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 (*Toby Merrick, Library Circulation Coordinator, Douglas Campus*)
- 2.01.2 \* Classified Staff; Appointment (*Kristian Miguel, Department Assistant Small Business Development Center, Downtown Center*)
- 2.01.3 \* Classified Staff; Appointment (*Laurel Swanson, Buyer, Sierra Vista Campus*)
- 2.01.4 \* Administrative Support; Appointment (*Andrew Myers, Academic Career Advisor, Sierra Vista Campus*)
- 2.01.5 \* Faculty; Transfer (*Linda Vincent, LPN Coordinator/Instructor Nursing, District-wide based at the Downtown Center*)
- 2.01.6 \* Administrative Staff; Resignation (*Tammy Brewer, Director of Testing Services, Sierra Vista Campus*)
- 2.01.7 \* Faculty; Resignation (*Logan Barton, Instructor of Aviation Pathways, Douglas Campus*)
- 2.01.8 \* Administrative Support; Retirement (*Richard Whipple, Graphics Designer, Sierra Vista Campus*)
- 2.01.9 \* Acceptance of Minutes for February 9, 2021 – Regular Meeting
- 2.01.10 \* Acceptance of Minutes for February 20, 2021 – Work Session

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

- 2.02 Placeholder – Classified Staff Appointment  
*Administration is requesting the Board adopt a motion to approve the hiring of the administration's recommended candidate for the User Support Technician II position on the Sierra Vista Campus.*

- 2.03 Intergovernmental Agreement with Pima Community College District – Prison Education Services at Arizona State Prison Complex – Douglas  
*Administration is requesting the Board adopt a motion to approve the Intergovernmental Agreement with Pima Community College to offer prison education services in Cochise County.*
- 2.04 2021-2022 Student Tuition Schedule  
*Administration is requesting the Board adopt a motion to approve the tuition schedule for FY2022, as presented.*
- 2.05 Aviation Program Transition Options  
*Administration is requesting the Board adopt a motion directing administration to execute either Option A, B, or C.*

### **3. INFORMATION ITEMS**

### **INFORMATION**

#### **3.01 Communications**

*The college received the following communications:*

- *Dr. Rottweiler received a letter from Kathy Mannes, Vice President for JFF, expressing their appreciation for the college's leadership as part of the Google IT Support Professional Certificate project. Ms. Mannes's letter also noted that thanks in part to the dedication of the staff at Cochise College, 105 community colleges in over 20 states have successfully launched the new Google certificate to date.*
- *Dr. Rottweiler received an email from Lynn Tincher-Ladner, Ph.D. President and CEO of Phi Theta Kappa Honor Society, notifying him that the Phi Theta Kappa's REACH Rewards program recognizes and rewards Phi Theta Kappa chapters that excel in membership development. With that, Ms. Tincher-Ladner happily announced that Cochise College's Phi Theta Kappa chapters have been named a 2021 REACH Chapter and will receive special recognition in the form of Phi Theta Kappa graduation stoles that will be sent directly to your chapter's advisor.*
- *Dr. Rottweiler received two letters from Lynn Tincher-Ladner, President and CEO of Phi Theta Kappa Honor Society, honoring Marguerite Connors and Angelita Bustamante for five years of service as advisors of the Alpha Mu Zeta Chapter. Dr. Tincher-Ladner notes that advisors are truly the lifeblood of the organization, and they are delighted to recognize them for their years of service.*
- *Jennifer Wantz, Director of Community Relations, received a letter from the Salvation Army thanking her and the college for supporting the Angel Tree Program. The program provided gifts to 390 children in need this year and many of those families were hit especially hard due to the pandemic.*
- *Dr. Rottweiler received an email from the Higher Learning Commission (HLC), reporting that their staff reviewed the college report on data related to student retention and persistence, and noted no further reports are required. The institution's next reaffirmation of accreditation is scheduled for 2025-2026.*

#### **3.02 Development of the FY22 Preliminary Budget Update**

*Administration will update the Governing Board on the FY22 preliminary budget development.*

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

*The Board Chair 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 5<sup>th</sup> day of March, 2021, by 5 p.m. o'clock.

*Crystal Wheeler*

Crystal Wheeler, Executive Assistant  
Office of the President