

APPROVED MINUTES

COCHISE COUNTY COMMUNITY COLLEGE DISTRICT GOVERNING BOARD REGULAR MEETING

Tuesday, March 8, 2022
Sierra Vista Campus
Community Room
6:00 p.m.

Members of the public who wished to attend the meeting via video conference joined at <https://cochise.zoom.us/j/97118765238>.

1. GENERAL FUNCTIONS

1.01 Call to Order

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

Board Members Present:

Mr. David DiPeso
Mr. Don Hudgins
Mr. Tim Quinn
Mrs. Jane Strain

Board Members Absent:

Mr. Dennis Nelson

1.02 Pledge of Allegiance

Mr. DiPeso led the Pledge of Allegiance.

1.03 Adoption of Agenda

The agenda was adopted as published with no adjustments.

1.04 Citizen's In-person 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)

Mr. Quinn provided an AACCT update reporting that a meeting was held on February 23, 2022 via zoom with all community colleges represented. Kristen Boilini provided a report discussing the concealed carry bill; House Bill 2691, which adds additional dollars for nursing, and has moved to the Senate; and House Bill 2685, which adds additional dollars for adult population training, and has moved to Senate. There was also a discussion on the

Goodwill Bill, where the agency would be allowed to build Excel Centers to provide training for GED programs. Maricopa.

Also noted: Community College Day is on March 23, at the Capitol; there will be a joint meeting in August between the AACCT and AC4; and an interesting stat that came is that over 700,000 adults in Arizona do not have a high school diploma.

1.05.2 Senate

The Governing Board reviewed a written Senate Report, and accepted as submitted.

1.05.3 Student Government Association (SGA)

The Governing Board reviewed a written Student Government Association Report, and accepted as submitted.

1.05.4 College President

Dr. Rottweiler also recognized the SGA students then provided the board with updates; highlights included:

Legislative Update:

- The Governor's budget included full formula funding, \$10.8M to restore STEM and Workforce funding for Pima and Maricopa and \$7.0M to the 10 Rural Colleges. The initial budget from JLBC does not include the restored STEM funding for the Urbans or the one-time for the rural districts. Negotiations are happening now behind closed doors.
- This is a recommendation only. Needs to go through the Legislative process.
- On March 15, presenting at Rural Caucus. The topic will be Arizona Healthcare Workforce:
 - Needs and Opportunities. It is being facilitated by the Arizona Hospital and Healthcare Association. Daniel Corr, Chair of AC4 and president of Arizona Western Community College and Dr. Rottweiler will address rural healthcare issues including the shortage of nurses and clinical hour providers. They will be joined by Dr. Magu, Chief Medical Officer at Yuma Regional Medical Center and Julia Strange, Chief Executive Officer, Benson Hospital.
 - This is response to HB2691–Healthcare Workforce; Grant Opportunity
 - Appropriates \$15 million from the general fund in each of FY2022-23 through FY2026-27 to the Department of Health Services (DHS) for the Arizona Nurse Education Investment Program, which is established to increase the capacity of nursing education programs in Arizona. DHS is required to allocate monies to the Arizona Board of Regents and community college districts based on the number of nursing students graduating in FY2021-22. Pay for faculty.
 - Appropriates \$27 million from the general fund in each of FY2022-23 through FY2026-27 to DHS for the Nurse Clinical Rotation and Licensed Nurse Training Program, which is established to expand the capacity of preceptor training programs at health care institutions for nursing students and licensed nurses. DHS is required to develop a grant institution for nursing students and

licensed nurses. DHS is required to develop a grant program to distribute the monies to licensed health care institutions to expand or create clinical training placements for nursing students and licensed nurses.

- March 22, hosting Sandra Watson, CEO, Ken Burns, CFO, and Brian Shurman, CIO, from the Arizona Commerce Authority; tied to Workforce Accelerator.
- March 22, Jenn Wantz and Crystal Wheeler will be in Phoenix with four students working the legislature with the president joining them for dinner that evening and then a tour of the Capitol and meet with Senator Gowan on March 23.
- March 23, the students and staff will participate in the Community College day in the Rose Garden. Cochise College will be showcasing Aviation (flight simulator) and Nursing (ambulance and live feed of the virtual cadaver).
- Bills of Interest:
 - H2447, H2414, S1123–Firearms on college campus
 - S1374–EL bill for Community College Expenditure Limitation through the house and awaiting vote.
- Redistricting: The Arizona Independent Redistricting Commission has approved Congressional and Legislative Districts.
 - These changes require some small adjustments to the Cochise College Districts.
 - Required to move 4 address points, with 4 registered voters from District 5 (Mr. Nelson) to District 2 (Mr. Hudgins).

Facilities Update:

- First Responders Academy
 - There is an agenda item this evening for architectural services. There are some concerns about pricing changes based on inflation and supply chain issues.

Initiatives:

- Stackable Credentials in Allied Health
 - Phlebotomy Tech (65 hours/non-credit). Started in January with 12 students. They have completed the didactic and lab and are into their externship to obtain the required 50 successful venipunctures and 10 successful capillary draws. These are students wishing to enter the medical field. We also have a number of current MA students working on the certification as well. Plans are to offer these courses in Douglas and Benson this fall. Additional Associate Faculty have been hired in this area.
 - EKG Tech (30 hours/non-credit) will begin March 15th. Currently there are 7 students enrolled. Most of the students are looking to get into the field but there is at least one student who is a working MA seeking the certification at the request of their employer.
 - The medical billing and coding program has been approved by the Higher Learning Commission and the Department of Education; it is eligible for federal financial aid, and the college will be offering the one year program beginning in August.
- First Responders Academy:
 - Graduated 16 cadets in November
 - Currently there are 11 in this semester's academy.
 - CCSO-5
 - SVPD-2
 - Benson-1

- Douglas-1
- Willcox-2
- EMT Refresher Course (8 hours online, 16 hours classroom) February 26 and 27
 - Cochise County Search&Rescue-4
 - Douglas Fire-2
 - Copper Queen Hospital-1
 - Pinal County-1
- Wildland Fire Course to begin on Monday

General Comments:

- 2022 President's Leadership Academy, May 16-18. Once again planning for a Board Session on the May 18, at 11:15 through lunch.
- The Prestigious Jack Kent Cooke Scholarship Announced the 2022 Undergraduate Transfer Semifinalist on February 24. Cochise College proudly announces that four students have been selected: Jose Avechuco, Kevin Chavez, Kaelyn Edwards, and Enrique Unzueta. Finalists will be announced in early May.
- Men's Basketball won the Region I Championship. Cochise College hosted the Region 18 champion, SLCC (ranked #1), for an automatic bid to the national tournament. The game was hard fought with Cochise coming up just short. The team finished the season 30-4 and coach Jerry Carrillo got his 600th win in his 27th year.
- Early College—partnership with American Leadership Academy-Virtual.
 - Age distribution on Sierra Vista Campus and DTC with face-to-face component
 - 13 yrs. -1
 - 15 yrs. - 11
 - 16 yrs. - 21
 - 17 yrs. - 47
 - 18 yrs. - 127
- Border Issues: over the past month the college has seen an increase in undocumented individuals on the Douglas Campus. Dr. Rottweiler has had direct communications with Tucson Sector Chief Modlin and Senator Mark Kelly. On Tuesday, March 1, he met with a team from the Douglas Station, including new Patrol Agent in Charge, Jon Scanlon. Based on calls, effective that morning, Border Patrol will apprehend on the college campus at the request and approval of the college. All of this is in response to the memo from Secretary Mayorkas, Guidelines for Enforcement Actions in or Near Protected Areas. While administration has the immediate issues under control, they have increased security on the campus, provided information to on-campus residents, and established reporting protocols. The Herald has requested an interview on March 14.
- Civil Discourse Series: Panel Discussion on Feb 22 and 24.
 - Thanks were given to Mr. Quinn, Ms. Strain, and Mr. Nelson for their participation.

Other Community Events:

- February 10 and March 1, meeting with Jacobs related to the Workforce Accelerator/Skills Bridge
- Community presentations on February 23
 - Sunrise Rotary

- SACA
- David Luna and Dr. Rottweiler hosted a kickoff meeting for the development of a technology consortium. Cochise was awarded a grant to establish a shared services technology consortium between six Arizona Community Colleges.
- February 24, All Arizona Academic Team Celebration via YouTube. Cochise Alumni Carmen Maldonado provided the keynote.
- February 24, met with Congressional Candidate Lucretia Free later that day
- Participated in the Huachuca50 Board Meeting
- Today, Cochise College hosted Good Morning Sierra Vista with the Chamber and the City.

Upcoming Events:

- March 15 – Rural Caucus
- March 22 – ACA visit
- March 23 – Community College Day at the Capitol
- March 24 - AC4 meeting
- April 2 – Hall of Fame @ 10:00am on the Douglas Campus
- April 2 – BBQ before the baseball game—Bo Hall Field Dedication between 1st and 2nd Game
- Meeting with Bob Paxton and Amy Rodgers from UA Global Campus later in April
- Out of the office Thursday and Friday

Questions/Comments:

Mrs. Strain led a discussion regarding the issues with undocumented individuals being on the Douglas Campus and the updated memo that removes restrictions and allows border agents to apprehend the individuals on the campus at the request of the college.

Mr. Quinn led a discussion regarding American Leadership Academy (ALA) in which Dr. Rottweiler noted the college would provide the space, for lease, in which the students would take classes on the campus taught with proctors and tutors provided by ALA. Cochise College classes will be in the college campus classes. Tuition and fees will be paid by ALA with no fee to the student if they are passing. A minimum of two credits is required to be considered an ALA student and the program, if approved, would start in August 2022.

1.05.5 Monthly Financial Report – February 2022

The Financial Report for February 2022 was presented and accepted as submitted.

1.05.6 Monthly Academic Progress Report – March 2022

No Monthly Academic Progress Report was presented for March 2022.

2. NEW BUSINESS *

2.01 Consent Agenda *

The following items were approved:

- 2.01.1 * Classified Staff; Appointment (Yvette House, Registration Transcript Technician, Sierra Vista Campus)
- 2.01.2 * Classified Staff; Appointment (Amy O'Malley, HR Building Assistant, Sierra Vista Campus)

- 2.01.3 * Classified Staff; Appointment (Paula Terry, Administrative Assistant Nursing & Allied Health, Downtown Center)
- 2.01.4 * Administrative Support; Appointment (Claire Jackson, Academic Career Advisor, Sierra Vista Campus)
- 2.01.5 * Administrative Support; Appointment (Erika Navarro, Credentials Evaluator, District-wide based on the Sierra Vista Campus)
- 2.01.6 * Administrative Staff; Appointment (Tamara Crawley, Assistant Registrar, District-wide based on the Sierra Vista Campus)
- 2.01.7 * Administrative Staff; Appointment (Andrew Kennedy, Executive Director of Institutional Research, District-wide based at the Downtown Center)
- 2.01.8 * Administrative Staff; Appointment (Cullen Scarborough, Assistant Dean of Military Programs, Fort Huachuca Education Center)
- 2.01.9 * Coach; Appointment (Ricardo “Ricky” Escalera, Assistant Coach Womens’ Soccer, Douglas Campus)
- 2.01.10 * Faculty; Appointment (Dr. Rodney Alexander, Instructor of Computer Cybersecurity, District-wide based at the Downtown Center)
- 2.01.11 * Faculty; Appointment (Kevin Fein, Instructor of Computer Information Systems, District-wide based on the Sierra Vista Campus)
- 2.01.12 * Faculty; Appointment (Brenda Kurtz, Instructor of Mathematics, District-wide based on the Sierra Vista Campus)
- 2.01.13 * Classified Staff; Resignation (Mathew Gisting, Grounds Technician II, Sierra Vista Campus)
- 2.01.14 * Administrative Support; Resignation (Whitney Wilson, Assistant Athletic Trainer, Douglas Campus)
- 2.01.15 * Administrative Staff; Resignation (Dr. Karen Dale, Assistant Dean of Academic Support, District-wide based at the Downtown Center)
- 2.01.16 * Faculty; Retirement (Star Jermyn, Instructor of Pharmacology/Didactic Nursing, District-wide based at the Downtown Center)
- 2.01.17 * Curriculum Changes
- 2.01.18 * FY23 Presidential Compensation Clarification
- 2.01.19 * Acceptance of Minutes for January 28, 2022 - Retreat
- 2.01.20 * Acceptance of Minutes for February 8, 2022 – Work Session
- 2.01.21 * Acceptance of Minutes for February 8, 2022 – Regular Meeting

Mr. Quinn moved, and Mr. DiPeso seconded a motion to approve the Consent Agenda. Mr. Quinn recognized Dr. Dale and her contributions to students and the college. There was no further discussion. The Governing Board unanimously approved with members, David DiPeso, Don Hudgins, Jane Strain, and Tim Quinn all voting aye. MOTION CARRIED.

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

Wick Lewis, Executive Director of Human Resources, introduced Tamara Crawley, Assistant Registrar; and Cullen Scarborough, Assistant Dean of Military Programs.

2.02 Faculty Emeritus

The administration requested Governing Board adopt a motion to confer Faculty Emeritus status upon Dr. James “Bo” Hall, began in 1983 and concluded in 2021. Dan Guilmette, over 25 years in cyber security, and Tanya Biemi, communications instructor with over 25 years of service.

Mr. Hudgins moved, and Mrs. Strain seconded a motion conferring Faculty Emeritus status upon Dr. James “Bo” Hall, Tanya Biemi, and Daniel Guilmette. There was no further discussion. The

Governing Board unanimously approved with members, David DiPeso, Don Hudgins, Jane Strain, and Tim Quinn all voting aye. MOTION CARRIED.

2.03 2022-2023 Student Tuition Schedule

The administration requested the Board adopt a motion to approve the tuition schedule for FY2023, as presented.

Dr. Verlyn Fick, Executive Vice President/Provost, and Dr. Wendy Davis, Vice President for Administration, presented a tuition and fees schedule, some proposed changes include:

Tuition Fee Changes:

- \$1 increase per credit hour for in-state
- \$1 increase per credit hour for online (all online rates will match the in-state or out-of-state rates)
- \$2 increase per credit hour for in-state nursing and LEO Police Academy
- Move all active military tuition to the approved in-state rate (\$92 proposed)
- \$2 increase per credit for out-of-state (1-6 credits)
- \$10 decrease per credit for out-of-state (over 6 credits)
- \$29 decrease per credit for out-of-state nursing
- \$29 decrease per credit for out-of-state police academy LEO
- \$87 increase per credit for online out-of-state (to match the out-of-state rate of \$250)
 - The current cohort of students will remain at the \$163 with the \$87 being covered as a scholarship for the next two years they will have a chance to complete their degree at the \$163 rate.
- \$71 decrease per credit for dual enrollment making the new rate \$20

The increased fees would generate approx. \$80,000.

On-Campus Living – Some Fee Changes (helping to off-set inflation costs)

- \$50 increase for room rate (17-week semester)
- \$2 increase for laundry fees
- \$30 increase for combined meal plan and housing with 12-14 credit hours
- \$59 increase for Professional Pilot room rate (21-weeks)
- \$33 increase for Professional Pilot combined meal and housing plane
- Added two-bedroom apartment availability at 860 per month
- \$20 increase in monthly single room rate

There were no changes to the miscellaneous fees.

After much discussion led by Mr. Quinn regarding reasons for not wanting to increase tuition rates, the board was presented with two tuition fee options:

- Option A - \$1 per credit hour increases
- Option B – No tuition increases with the exception of increasing the online out-of-state rate to match the current out-of-state rate of \$250, which is an increase of \$87.

Mr. Hudgins moved to approve option A, there was no second so the motion failed.

Mrs. Strain moved, and Mr. Quinn seconded a motion to approve Option B. The Governing Board approved with members, David DiPeso, Jane Strain, and Tim Quinn voting aye and Don Hudgins voting no. MOTION CARRIED.

2.04 Security Camera Project – Douglas Campus

The administration requested the Governing Board adopt a motion to authorize the college president or his designee to approve the estimate of \$297,312.33 to complete the security camera project on the Douglas Campus.

Mr. Quinn moved and Mr. Hudgins seconded a motion authorizing the college president or his designee to approve the estimate to complete the security camera project on the Douglas Campus. There was no further discussion. The Governing Board unanimously approved with members, David DiPeso, Don Hudgins, Jane Strain, and Tim Quinn all voting aye. MOTION CARRIED.

2.05 Website Content Management System

The administration requested the Governing Board adopt a motion authorizing the college president or his designee to sign the contract with Modern Campus for the website redesign and maintenance for three years in the amount of \$262,719.48.

Mr. Hudgins moved and Mrs. Strain seconded a motion authorizing the college president or his designee to sign the contract with Modern Campus for the website redesign and maintenance for three years in the amount of \$262,719.48. There was no further discussion. The Governing Board unanimously approved with members, David DiPeso, Don Hudgins, Jane Strain, and Tim Quinn all voting aye. MOTION CARRIED.

2.06 Intergovernmental Agreement – Sierra Vista Unified School District for Clinical Practicum

The administration requested the Governing Board adopt a motion approving the IGA between Cochise County Community College District and Sierra Vista Unified School District to provide clinical practicum and/or internship/externship experience opportunities. The agreement will allow for students to shadow a school nurse as part of their clinical hours.

Mr. Quinn moved and Mr. Hudgins seconded a motion approving the IGA between Cochise County Community College District and Sierra Vista Unified School District to provide clinical practicum and/or internship/externship experience opportunities. There was no further discussion. The Governing Board unanimously approved with members, David DiPeso, Don Hudgins, Jane Strain, and Tim Quinn all voting aye. MOTION CARRIED.

2.07 Architectural and Engineering Services for First Responders Academy Project

The administration requested the Governing Board adopt a motion awarding the architectural and engineering services for the First Responders Academy Project to BWS Architects and authorize the college president or his designee to sign the agreement.

Mr. Hudgins moved and Mr. Quinn seconded a motion awarding the architectural and engineering services for the First Responders Academy Project to BWS Architects and authorize the college president or his designee to sign the agreement. There was no further discussion. The Governing Board unanimously approved with members, David DiPeso, Don Hudgins, Jane Strain, and Tim Quinn all voting aye. MOTION CARRIED.

3. INFORMATION ITEMS

INFORMATION

3.01 Communications

- Bryan Homrighausen, PTK Advisor, received a notification email from Jennifer Stanford, Associate Vice President of Program Implementation-PTK, congratulating him as one of the recipients for the Phi Theta Kappa's 2022 Paragon Award for New Advisors Award. Bryan will be honored during the PTK Catalyst annual convention in Denver, Colorado, April 7-9.
- Dr. Rottweiler received an email from Lynn Tincher-Ladner, President and CEO of Phi Theta Kappa, notifying him that the Douglas Campus and Sierra Vista Campus PTK chapters have been named 2022 REACH Chapters and will receive special recognition in the form of PTK graduation stoles.

3.02 Development of the FY23 Preliminary Budget Update

Dr. Rottweiler updated the Governing Board on the FY23 **preliminary** budget development; highlights include:

- Anticipated new revenues - \$6,192,513
- Restricted potential other revenues/expenses (Prop 207 & Prop 301) - \$1,364,260
 - Funds to off-set other costs associated with FRA and Police Academy
- Potential Expenditures **Savings** from one-time FY22 and other sources - (\$846,000)
- Administration Initiatives (committed expenses) - \$4,816,177
 - Utilities, software, license increases, increased travel budgets, salaries, contracted service agreements, new minimum wage, fleet, Higher Learning Commission, Strategic Think Tank, etc.
- Additional Funding requests (Approved) - \$1,059,500
 - Board Initiatives
 - Athletic Expansion
 - Workforce Accelerator Program
 - Software Enhancements
- Requests/Initiatives - \$2,793,500
 - Additional Staffing Requests
 - Restricted expenditures
 - Requests for increase to one-time general funds
 - Restricted Funds – One Time
- Fund Balance Expenditures (Douglas Campus Upgrades) - \$2.9M
 - Douglas Campus Central Plant & Water Well System upgrades
 - Douglas Campus Athletic Fields
 - Douglas Aviation building roof repair/replacement

Questions/Comments:

Responding to Mr. Quinn, Dr. Rottweiler spoke about the proposal the college is presenting to the Arizona Commerce Authority to get funding to build a Workforce Accelerator program. He along with leaders from Fort Huachuca will tour the CEO and other members of ACA on Fort Huachuca on March 22, with hopes to get funding for the initiative.

3.03 Policy 201 – Board Responsibility – First Reading

Policy 201 – Board Responsibility, was presented as a first read. The policy has been revised to include a Governing Board Self-Assessment tool. The revised policy has been shared with the

Employee Senate as an information item. The board had no questions or changes. The policy will be brought back as a second read and approval during the April meeting.

3.04 Policy 202 – Board Chairperson’s Role – First Reading

Policy 202 – Board Chairperson’s Role, was presented as a first read. The policy has been revised to include a maximum term limit of two consecutive one-year terms. The revised policy has been shared with the Employee Senate as an information item. The board had no questions or changes. The policy will be brought back as a second read and approval during the April meeting.

3.05 Policy 203 – Board Secretary’s Role – First Reading

Policy 203 – Board Secretary’s Role, was presented as a first read. The policy has been revised to include a maximum term limit of two consecutive one-year terms. The revised policy has been shared with the Employee Senate as an information item. The board had no questions or changes. The policy will be brought back as a second read and approval during the April meeting.

3.06 Policy 204 – Board Code of Conduct – First Reading

Policy 204 – Board Code of Conduct, was presented as a first read. The policy replaces former Policy 204 – Code of Ethics. The revised policy has been shared with the Employee Senate as an information item. The board had no questions or changes. The policy will be brought back as a second read and approval during the April meeting.

4. COMMENTS FROM GOVERNING BOARD MEMBERS

Mr. DiPeso turned the time over to Governing Board members to provide comments/share information.

- Mrs. Strain
 - Praised Dr. Rottweiler for his community engagement work by presenting to the Sunrise Rotary Club and the SACA organization.
 - Led a discussion regarding the 700,000 Arizonans who do not have a diploma. There are three bills before legislature that are offering funding for adult education programs, which is not currently funded by the state.
- Mr. Hudgins
 - Asked administration to research the demographics of the 700,000 individuals who do not have a diploma.
- Mr. Quinn
 - In honor of International Women’s Day, expressed his appreciation to Jane Strain, Dr. Davis, Dr. Horne, Crystal Wheeler, Dr. Dale, Beth Hill, Angela Garcia, Barbara Richardson, Robyn Martin, Jennifer Wantz, Debbie Craig, and the women in instruction, associate faculty, and the professional and classified staff.
 - He also recognized the female leaders of the Government Association, noting “you are all doing a tremendous thing for us. And we have more female students than male students. They look up to you they see you and they see what can be achieved in their lifetime. So, I appreciate what you’re doing in breaking the bias and thank you very much.”
- Mr. DiPeso
 - No comments

Cochise College Regular Governing Board meeting
March 8, 2022

5. ADJOURNMENT

Mr. DiPeso adjourned the meeting at 7:55 p.m.

Respectfully Submitted:

Crystal Wheeler, Executive Assistant, Office of the President

Mr. Dennis Nelson, Secretary of the Governing Board