

## APPROVED MINUTES

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

**Tuesday, September 13, 2022**  
**Sierra Vista Campus**  
**Governing Board Room - 301**  
**6:00 p.m.**

Members of the public who wished to attend the meeting via video conference joined at <https://cochise.zoom.us/j/91083164121>.

#### **1. GENERAL FUNCTIONS**

##### **1.01 Call to Order**

Mr. DiPeso called the meeting to order at 6:01 p.m.

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

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

##### **1.02 Pledge of Allegiance**

Mr. Quinn 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 reported that the AACCT members met with the Arizona Community College Coordinating Council (AC4) during a joint retreat held on August 24-25. Discussions included a joint briefing on legislative matters, and challenges with possible split in the House and Senate. In separate meetings, the trustees discussed legislative priorities to include future funding. In recognition of tremendous funding received last year, the trustees discussed providing evidence on what the money was spent on. Discussions also included hosting an all-trustees meeting in month of April to possibly be held in Tucson. All 52 trustees would be invited with topics such as trustee matters and open meeting laws; more information to come.

### **1.05.2 Senate**

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

### **1.05.3 Student Government Association**

Christian Lewis, Student Government Association (SGA) President, introduced the SGA Executive Board members, and presented fall semester updates to the board; highlights include:

Executive Board:

- Victor Marrujo, Vice-President of Douglas Campus
  - Major: Engineering
  - Favorite Quote: “If you get one percent better each day for one year, you’ll end up thirty-seven times better by the time you’re done.” – James Clear
- Isabella Jamka, Vice President Sierra Vista Campus
  - Major: Biology
  - Favorite Quote: “All our dreams can come true if we have the courage to pursue them.” – Walt Disney
- Neli Amaro, Vice-President of Public Relations
  - Major: Fine Arts
  - Favorite Quote: “I didn’t teach you to dream small.” – Kim Hongjoong
- Daniela Guzman, Treasurer
  - Major: Finance
  - Favorite Quote: “In my walks, every man I meet is superior in some way, and in that, I learn from him.” – Ralph Waldo Emerson
- Nicole Castil, Secretary
  - Major: Psychology
  - Favorite Quote: “You are all the colors in one at full brightness.” – Jennifer Niven
- Christian Lewis, President
  - Major: Computer Science
  - Favorite Quote: “I don’t care that they stole my idea. I care that they don’t have any of their own.” – Nikola Tesla

Fall 2022 Events:

- August
  - Co-hosted new student orientation
  - Welcome back grab & go events
    - Recognized Dr. Perey, Dr. Davis, Dr. Horne, and Dr. Wantz for their participation in the events
- September
  - Club Fairs – September 7-8
  - Candidate Meet & Greet hosted by Sierra Vista Chamber – September 9

Upcoming Fall Events:

- Constitution Days – September 14-15
- Hispanic Heritage Celebration – September 21-22
- Blood Drive – September 23

September “Can Chat” Highlights:

- National Suicide Prevention

- Suicide & Crisis Lifeline – 988
- Veterans Crisis Line – 988 then Press 1
- 2020 Stats
  - 46,000 deaths
  - 12.2M adults thought about suicide
  - 3.2M made a plan
  - 1.2M attempted suicide
  - Rates in 2020 were 30% higher than 2000

SGA Goal:

- Foster an inclusive, safe, and enjoyable environment for all students across the district, while connecting them to educational, social, leadership and volunteer opportunities.

SGA Operations:

- SGA meetings – every Friday via Zoom from 3:45 – 5:15 pm; except for the third Friday and holidays
- All Clubs meetings – Third Thursday of each month in Douglas Campus and the third Friday on the Sierra Vista Campus from 12:30 – 1:30 on each campus

Mr. Quinn thanked the students for their service. Responding to Mr. Quinn, Mr. Lewis expressed his greatest hesitation in taking the SGA president position is the responsibility. And that when he reports back to the board at the end of the year; his hope is that he serves the SGA well and that his peers appreciate him and what he did.

Mr. Hudgins and Mr. DiPeso expressed their appreciation for all that SGA does for students.

**1.05.4 College President**

Dr. Rottweiler began the report recognizing the SGA students. He then provided the board with updates; highlights included:

Legislative Update:

- FY24 Funding request submitted September 1, 2022

	<b>FY24</b>	<b>FY23</b>	<b>Difference</b>
<b>M&amp;O</b>	\$ 4,415,600	\$ 4,230,000	\$ 185,600
<b>STEM</b>	\$ 954,700	\$ 895,200	\$ 59,500
<b>Equalization</b>	\$ 9,775,300	\$ 8,771,400	\$ 1,003,900
<b>Rural Aid</b>	\$ 5,267,500	\$ 5,267,500	\$ 0
<b>Total</b>	<b>\$20,413,100</b>	<b>\$19,164,100</b>	<b>\$1,249,000</b>

- LD 19 seems stable going into the general election. Senator David Gowan is running unopposed and is in line for a run at Senate President. In the House, incumbents Gail Griffin and Lupe Diaz are running against democrat Sanda Clark. The president has met with each of the candidates and believes the college is in good standing.
- The college hosted the Sierra Vista Area Chamber of Commerce’s Meet and Greet for candidates running for federal, state, and local offices; it was well attended.
- Mr. Quinn, Ms. Wheeler and Dr. Rottweiler traveled to Flagstaff for the joint AC4/AACCT retreat. Some initial work was done on the legislative agenda. Expenditure limitation will continue to be a big part of the agenda as many

colleges struggle with spending capacity. Dr. Rottweiler suggested that the AC4 group look at a referendum in partnership with the school districts, the counties, and the town and cities to join together in changing the formulas, which were set in the 1980s.

Facilities Update:

- Douglas Campus
  - Security Camera Project
    - All new cameras installed
    - Some cameras still need to be connected to the network
    - Amer-X scheduled to return this week to complete connection
  - Gymnasium HVAC Unit being replacement
    - Both units have been installed
    - One unit is operational, but the other unit requires manufacturer programming to make operational (estimated in 1-2 weeks)
  - DiPeso Library Roof replacement
    - Materials are on-hand
    - Pre-construction walk-through scheduled for September 15
    - Project start date expected in October
  - Aviation Roof replacement
    - Most materials received, except some of the metal roofing components
    - Contractor delayed start date due to monsoon season
    - Pre-construction walkthrough once all materials have arrived and contractor work schedule is finalized
    - Project expected to start in the November-December time frame
  - Aviation Fabric Tent re-purposing for aircraft maintenance
    - Aircraft maintenance will be relocated to the smaller fabric tent in preparation for the roof replacement of the aviation building
    - HVAC unit installed
    - Electrical runs expected to be completed within 2-3 weeks to complete the project
  - Welcome Center
    - Waiting on Architectural drawings
    - Underground junction boxes and fire alarm panel manufacturing delayed
    - Expected construction start during the first week in December
- Sierra Vista Campus
  - Procurement Office build
    - Two new office spaces located in the Facilities Building
    - Most construction completed
    - Expected project completion end of the week
- Downtown Center
  - Memory Wall Shade Structure installation
    - Shade Sail support poles to be set this week
    - Sail installation planned for next week
  - Heating Boiler replacement
    - Original boilers were over 20 years old
    - New boiler is over 90% efficient and will result in significant reduction of natural gas usage
    - Both units are installed and operational
    - Energy Management Control System programming in progress

Initiatives:

- Strategic Initiative #4—Determine additional programs and pathways to enhance CTE by high school students
  - Through the Workforce Development under Dean Richardson and Dean Griffor, the college is offering Friday CTE courses to 56 students from around the county.
    - Students from Benson Digital, Bisbee, Bowie, PPEP Tech Sierra Vista, Saint David, Valley-Union, and Willcox are able to participate in Welding, HVAC, Construction, and Automotive.
- Strategic Initiative #4—Strengthen Current Practices and Seek to Implement New Programming—Bachelor’s Degrees
  - The board packet contained an Academic Report related to Bachelor’s Degrees offered at Community Colleges. It is the college’s intent to keep this initiative in sight over the upcoming months as the college prepares for an anticipated start date of Fall 2024. As the Academic Report outlined, administration will bring to the board for their consideration two potential bachelor’s degrees in November or December. A Bachelor’s of Science in Nursing and a Bachelors of Applied Science in Leadership and Management. Beyond the work being done in curriculum development, work has been initiated in other support areas of registration, records, transcripts, financial aid, counseling and advising, etc. Dr. Perey and Dr. Brown have held initial meetings with HLC in preparation for the initiative implementation.

General Comments:

- Included in the board packet was the most recent research from Moody’s Investor Services outlining their findings as a stable credit rating for the College’s A2. This report is another indication of the stability of the college. This coupled with the recognition from the Government Finance Officers Association for Excellence in Financial Reporting for the FY’21 Annual Comprehensive Financial Report demonstrates careful stewardship of taxpayer dollars.
- Each board member received a letter via email from Dr. Ceci Lewis, Faculty Emeritus at Cochise College with her request to initiate a name change for the college mascot. In conversation with Chair DiPeso, Dr. Rottweiler brought it to the board seeking direction on next steps. The president states the “Apache” mascot has been associated with Cochise College since the first year of the college. The college has worked diligently to present the “Apache” mascot in a culturally sensitive way. There is no usage of “Apache” caricatures on uniforms, memorabilia, or communications. Historically, the “Apache” name has been associated with the great Chiricahua Apache leader, Cochise, and the county and college are named in his honor. The decision was made by the college board in early years. Dr. Rottweiler sought direction from the Board:
  - Mr. DiPeso sees it as a sign of respect to the Apaches’ fighting spirit matching that of the college; and notes no action is needed.
  - Mr. Quinn states no action is needed at this time.
  - Mr. Hudgins does not want to change anything nor has any desire to change it.
  - Mrs. Strain wants no part of the conversation.

Other Community Events:

- Convocation and Welcome back activities; recognition given to Mr. Quinn and Mrs. Strain for attending.

- Meet/Greet and Tour with LD19 candidate Sanda Clark
- Participated in the Early Childhood Education/Health Town Hall with First Things First and Legacy Foundation
- Hosted UA Vice Provost Dr. Craig Wilson
- Hosted a Border Security meeting on the Douglas Campus with neighboring ranchers, the Sheriff's Office, and CBP
- Met with Hank Husking related to Rotarian scholarship
- Attended the memorial services for Ruth Britton
- Breakfast meeting with County Administrator, Rich Karwaczka
- Participated in the Candidate Meet and Greet
- Soccer scoreboard ribbon cutting with the City of Sierra Vista and Coca Cola
- Presented at the noon Rotary
- Attended Good Morning Sierra Vista

Upcoming Events:

- September 14 – meeting with Clea McCaa, Mayoral candidate
- September 15 – Community Luncheon and Campus Tour with Allo Fiber representatives
- September 19 – presentation to the Legislative Study Committee on Housing at the request of the City of Sierra Vista
- September 20 – the college will host Arizona Town Hall on (topic is Mental Health)
- September 21 – presentation to Southeast Arizona Economic Development Group (SEADG)
- October 7 – participating in SSVEC Community Leaders Luncheon
- October 7 – the Annual Cochise College Pit Fire @ 5:00pm
- October Board Meeting will be on October 11 on the Douglas Campus in the 100 Administration Building with a tour of the Aviation Building beginning at 5:00 pm

Questions/Comments:

Responding to Mr. Quinn, Dr. Davis updated the board on the status of the demolition of dorms on the Douglas Campus, noting that the college continues working to protect the single story. Contractors anticipate starting the project in late October with project timeline of approximately four weeks.

**1.05.5 Monthly Financial Report – August 2022**

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

**1.05.6 Monthly Academic Progress Report – Baccalaureate Degree**

The monthly Academic Progress Report regarding baccalaureate degree programs was presented and accepted as submitted.

**2. NEW BUSINESS \***

**2.01 Consent Agenda \***

The following items were approved:

- 2.01.1 \* Professional Staff; Appointment (Karlo Favela, AV Support Supervisor, district-wide based on the Sierra Vista Campus)

- 2.01.2 \* Administrative Support; Appointment (Allison Ocanas, Dual Enrollment Coordinator, district-wide based on the Sierra Vista Campus)
- 2.01.3 \* Administrative Staff; Appointment (Loren Gladwill, Student Wellness Manager, district-wide based on the Douglas Campus)
- 2.01.4 \* Administrative Staff; Appointment (Carol Holden, Director of Finance/Controller, District-wide based on the Sierra Vista Campus)
- 2.01.5 \* Adult Education; Appointment (Beatriz "Susana" Greeno, Adult Education Instructor, Douglas Campus)
- 2.01.6 \* Classified Staff; Resignation (Eric Dorame, Grounds Technician III, Douglas Campus)
- 2.01.7 \* Classified Staff; Resignation (Brian Scarbrough, User Support Technician, Sierra Vista Campus)
- 2.01.8 \* Classified Staff; Resignation (Laurel Swanson, Buyer, Sierra Vista Campus)
- 2.01.9 \* Administrative Support; Resignation (Erin Brown, Center for Lifelong Learning Coordinator, Downtown Center)
- 2.01.10 \* Administrative Support; Resignation (Jean McNeil, Scholarship Navigator, Sierra Vista Campus)
- 2.01.11 \* Faculty; Resignation (Dr. Paul Sebesta, Instructor/Program Director Agriculture and Natural Resources, Douglas Campus)
- 2.01.12 \* Professional Staff; Termination of Probationary Employment (Colette Andrews, Events Management Specialist, Sierra Vista Campus)
- 2.01.13 \* Amendment to Intergovernmental Agreement – Southeastern Arizona Law Enforcement Academy
- 2.01.14 \* Acceptance of Minutes for August 9, 2022 – Regular Meeting

Mr. Quinn moved, and Mr. Hudgins seconded a motion to approve the Consent Agenda. There was no further discussion. The Governing Board 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 Amy Pressler, Career Services Coordinator; Dru Simmons, Instructor Nursing; Sheena Brown, Dean of Academic Affairs; Vivian Miranda, Director Counseling and Advising; Mandy Nowlin, Technology Project Manager; Loren Gladwill, Student Wellness Manager; and Alison Ocanas, Dual Enrollment Coordinator.

**2.02 Revised Governing Board Policy 206 – Board Planning and Agenda**

The administration requested the Governing Board adopt a motion approving revised Governing Board Policy 206 – Board Planning and Agenda.

Mr. Quinn moved, and Mr. Hudgins seconded a motion approving the revised Governing Board Policy 206 – Board Planning and Agenda. There was no further discussion. The Governing Board approved with members, David DiPeso, Don Hudgins, Jane Strain, and Tim Quinn all voting aye. MOTION CARRIED.

**2.03 Revised Governing Board Policy 303 – President Succession**

The administration requested the Governing Board adopt a motion approving revised Governing Board Policy 303 – President Succession.

Mr. Quinn moved, and Mr. Hudgins seconded a motion approving the revised Governing Board Policy 303 – President Succession. There was no further discussion. The Governing Board approved with members, David DiPeso, Don Hudgins, Jane Strain, and Tim Quinn all voting aye. MOTION CARRIED.

### 3. INFORMATION ITEMS

### INFORMATION

#### 3.01 Communications

- The College received a letter from the Government Finance Officers Association notifying the college that the comprehensive annual financial report (CAFR) for the fiscal year ended 2021, qualifies for GFOA's Certificate of Achievement for Excellence in Financial Reporting, which is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment.
- JenMarie Zeleznak, Instructor of Art, was honored to have her "Just to Feel My Heart for a Second," water color pencil artwork featured in the Western Art Collector publication for September 2022.

#### 3.02 Directed Self Placement Report

Angela Garcia, Dean of Liberal Arts, and Ella Melito, English Faculty and Department Chair, provided a presentation on Directed Self Placement; highlights include:

Introduction to Directed Self Placement (DSP):

- A presentation at Arizona Transfer Foundation (ATF) led by Dr. Toth
- Two key sources:
  - Presentation by Dr. Christie
  - TYCA White Paper on Placement Reform
- Early April 2020, the Cochise College English Department contacted the University of Arizona (UA) writing program in response to the pandemic
- Most salient feature initially was the entire process is completed online, addressing immediate need for accessible, remote placement.
- Cochise implemented the Reading and English DSPs three months later in June 2020
- Research relevant to the DSP college began long before pandemic, mathematics professional learning council at the college showed that students who signed a waiver to get into College Algebra were 80% more likely to pass the course than their peers who were placed into it.
- Full-blown placement reform effective May 2022 when the math department implemented their own DSP.
- All three content areas are now using Qualtrics, a robust survey tool, to allow students access to the DSP surveys and to facilitate data collection.

How DSP Works:

- Course Descriptions
- Videos: Content and Rigor
- Self-Assessment
- Course Recommendation
- Final Course Selection
- Overview of how DSP works.
  - Students place themselves into the course level of choice - with guidance and information about college-level expectations.
  - DSP videos feature Cochise College instructors.



- Self-assessment activities and questions requiring students to consider their; experiences in previous course content, learning preferences/styles, and confidence in their college readiness.
- Recommendation for the initial course based on the self-assessment.
  - 34% are placing themselves are not following recommendations and 40% of those are choosing a lower level.

Learned from DSP:

- Provides a glimpse into factors that cannot be measured by standardized test scores
  - Engagement
  - Motivation
  - Goals
  - Learning Preferences
- Improves student success
  - Rates of completion
  - Transfer
- Mitigates disproportionate placement
  - Class
  - Gender
  - Linguistic Background
- Sets students' expectations for their first-semester Reading, English, and Mathematics courses
  - Cochise College-specific faculty, content, and rigor
  - Managed locally, allowing faculty to adapt
- Fosters communication among students, advisors, and faculty
  - Students are aware of course options
  - Advisors and faculty are given insight into students' self-perception
- Works in concert with other developmental education reform initiatives
  - Math department corequisite support labs
    - Fall 2014 – 24 students – 2 sections
    - Fall 2021 – 13 students – 2 sections
    - Fall 2022 – 91 students – 13 sections
  - English department corequisite support labs
    - Fall 2021 – 52 students – 8 sections
    - Fall 2022 – 70 students – 9 sections

Future Steps:

- Data Collection
  - Initial DSP Placement Recommendations and Students' Acceptance/Resistance of Recommendation
  - Course, Sequence, and Program Completion ~ Pass/Fail/Withdrawal/Retake Rates
  - Transfer Rates
- Research & Publish
- Adjust, Pivot, and Reform
- Aggregate and disaggregated data
  - Race
  - Gender
  - Socioeconomic status
  - Campus

Questions/Comments:

Mr. Quinn noted his appreciation for the briefing. Responding to Mr. Quinn, Dean Garcia noted that prerequisites have been reviewed; math went to pathways, decreased developmental math levels from three to two, and labs were imbedded into college-level math classes.

Mr. Hudgins expressed his appreciation of changing challenges and turning them into opportunities to succeed.

Dr. Rottweiler noted that the next step is to merge CPD and the DSP providing all opportunities for success. He recognized the work of Abe Villarreal, Angela Garcia, and Ella Melito and their willingness to take a risk to run a pilot.

### **3.03 Community Engagement Report**

Dr. Jennifer Wantz, Executive Dean of Community Engagement, provided a presentation on Community Engagement Initiatives, Cochise Cares, and facility rental updates; highlights include:

Initiatives:

- FY20 – Community Engagement Team Created
  - Assist with ribbon cutting, groundbreaking, and Cochise College ceremonies (i.e. SEALETA graduation)
    - Setting a community standard
  - Holiday Video (first created in FY19)
  - Expo planning
  - Drive-thru Commencement
- FY22
  - Began the Annual Year in Review
  - Expo
  - Community meetings
- FY23
  - Tracking community presentations, meeting attendance, and vendor booths

Cochise Cares:

- 312 people registered in Cochise Cares
- 1,584 impacts since 2018
- 12,462 total hours since 2018 have been reported
- 2021: 2906 hours reported
- 2021 Presidential Volunteer Service Awards
  - Led by AmeriCorps in partnership with Points of Light. Cochise College is a certifying organization for the President's Volunteer Service Award. Hours required for a Silver Award are between 250 and 499 hours and for the Bronze Award it is between 100 - 249 hours in a calendar year.
  - Silver
    - Eva Dickerson
    - Ana Smith
    - Jennifer Wantz
  - Bronze
    - Patrick Johnson
    - Schenando Nason
    - Juan Rodriguez
    - Abe Villarreal

Facility Rentals:

- Dr. Wantz noted that sales and facility rentals decreased during the pandemic; however, the department is seeing significant strides as of FY22.
- Sales in FY19 equaled about \$30,000; Sales in FY22 equaled a little over \$20,000, which is not where the department was before COVID-19, but making changes to bounce back.

Questions/Comments:

Responding to Mrs. Strain regarding a linkage between Cochise Cares and nonprofit organizations in the community, Dr. Wantz stated it is hard to know the direct linkage, as the information has not been tracked before. However, Cochise College staff and students are part of many community services and there is a linkage with all the varied opportunities.

Mr. Quinn noted that many members don't just attend meetings, they are also involved; it is more community enrichment rather than just community engagement.

### **3.04 Revised Governing Board Policy 301 – Delegation to the President**

Revised Governing Board Policy 301 – Delegation to the President, was presented as a review and second first read. The policy was brought before the board for review and discussion following recommended changes per Board Member Quinn. Mr. Quinn worked with Dr. Davis on the revisions, which include increasing contracts for architectural services from \$50K to \$100K; construction contracts amount from \$100K to \$250K; Leases from \$100K to \$200K; and other procurement contracts from \$250K to \$350K. Mr. Quinn noted that the president shall follow the legal and ethical decisions and directions of the board.

With no additional recommended changes, the policy will be presented during the October meeting for second review and approval.

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

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

- Mrs. Strain
  - Expressed her appreciation for all the personal support.
- Mr. Quinn
  - Requested a future briefing from Mr. Villarreal with updates on student success.
- Mr. DiPeso
  - Thanked new employees for attending the meeting

## **5. EXECUTIVE SESSION**

### **5.01 Executive Session – Real Property Discussions – No action was taken**

Mr. Quinn moved, and Mr. Hudgins seconded a motion to move into Executive Session for discussion regarding Real Property. The Governing Board unanimously approved with members, David DiPeso, Don Hudgins, Tim Quinn, and Jane Strain all voting aye. MOTION CARRIED.

Mr. DiPeso recessed the regular meeting at 7:20 p.m., and the board moved into Executive Session at 7:24 p.m.

Cochise College Regular Governing Board meeting  
September 13, 2022

Mr. Quinn moved, and Mr. Hudgins seconded a motion to close the Executive Session and resume the Regular Session. The Governing Board unanimously approved with members, David DiPeso, Don Hudgins, Tim Quinn, and Jane Strain all voting aye. MOTION CARRIED.

Mr. DiPeso adjourned the Executive Session at 8:00 p.m. and reconvened the regular meeting at 8:06 p.m.

**6. ADJOURNMENT**

Mr. DiPeso adjourned the meeting at 8:07 p.m.

Respectfully Submitted:

---

Crystal Wheeler, Executive Assistant, Office of the President

---

Mr. Dennis Nelson, Secretary of the Governing Board