

# 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, September 10, 2024, at 6 p.m.** in the Governing Board Room - 303 located on the Cochise College Sierra Vista Campus located at 901 N. Colombo Ave. The meeting room will open to the public at 5:30 p.m.

Members of the public who wish to attend the meeting via video conference can join at <https://cochise.zoom.us/j/97061654166>. 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. Governing Board Meetings are recorded.

**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 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 Standing Reports

### INFORMATION

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

*Mrs. Strain, representative to the AACCT, will provide an update to the Governing Board.*

1.05.2 Senate

*The Governing Board will review the August 2024, Senate report.*

1.05.3 Student Government Association (SGA)

*Student Government Association will provide a report to the Governing Board.*

1.05.4 College President

*The President will provide:*

- *Legislative Update*
- *Facilities Updates*
- *Initiatives*
- *General Comments*

1.05.5 Monthly Financial Report – August 2024

*The Governing Board will review the Financial Report for August 2024.*

1.05.6 Monthly Academic Progress Report – September 2024

*The Governing Board will review the Academic Progress Report, regarding new program updates.*

**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 \* Non-Exempt Staff; Appointment (*Amanda Couch, Buyer, Sierra Vista Campus*)
- 2.01.2 \* Non-Exempt Staff; Appointment (*Brandy De Leon-Kona, Enrollment Management Specialist/Division Assistant, Downtown Center*)
- 2.01.3 \* Non-Exempt Staff; Appointment (*Wenceslao Frisby, Facility Services Technician, Douglas Campus*)
- 2.01.4 \* Non-Exempt Staff; Appointment (*Jacob Loseke, Electrician – Senior Technician, Sierra Vista Campus*)
- 2.01.5 \* Non-Exempt Staff; Appointment (*Andrew Parra, Academic/Career Advisor TRiO SSS, Douglas Campus*)
- 2.01.6 \* Non-Exempt Staff; Appointment (*James Roth, Multimedia Content Specialist, Sierra Vista Campus*)
- 2.01.7 \* Adult Education; Appointment (*Elizabeth Heiser, Adult Education Instructor ESOL, Sierra Vista Campus*)
- 2.01.8 \* Adult Education; Appointment (*Kresta Roosevelt, Adult Education Instructor, Sierra Vista Campus*)
- 2.01.9 \* Faculty; Separation (*Amanda Cianciolo, Instructor of Nursing - LPN, Downtown Center*)
- 2.01.10 \* Adult Education; Resignation (*Nancy Bhe, Adult Education Instructor, Sierra Vista Campus*)
- 2.01.11 \* Non-Exempt Staff; Retirement (*Javier Armenta, Building Maintenance Technician II, Douglas Campus*)
- 2.01.12 \* Faculty; Retirement (*Joann Deakin, Instructor of Physics and Geology, Sierra Vista Campus*)
- 2.01.13 \* Faculty; Retirement (*Jay Treiber, Instructor of English, Douglas Campus*)
- 2.01.14 \* Change December 10 Board meeting to December 17, 2024, at 6 PM
- 2.01.15 \* Curriculum
- 2.01.16 \* Acceptance of Minutes for August 16, 2024 – Special Meeting

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

- 2.02 Energy and Construction Services Contract  
*Approve a motion to approve the Energy and Construction Services Contract with Schneider Electric in the amount of \$2,644,173, and authorize the College President or designee to sign the contract.*
- 2.03 Proposed College Calendar for 2025-2026  
*The administration is requesting the Governing Board adopt a motion to approve the 2025-2026 College Calendar.*
- 2.04 Intergovernmental Agreement with Sierra Vista Fire and Medical Service  
*The administration is requesting the Governing Board adopt a motion to authorize the college president or designee to enter into an Intergovernmental Agreement with Sierra Vista Fire and Medical Service to provide high quality training for Fire Science students.*
- 2.05 Intergovernmental Agreement with Fry Fire District  
*The administration is requesting the Governing Board adopt a motion to authorize the college president or designee to enter into an Intergovernmental Agreement with Fry Fire District to provide high quality training for Fire Science students.*
- 2.06 Intergovernmental Agreement with Palominas Fire District  
*The administration is requesting the Governing Board adopt a motion to authorize the college president or designee to enter into an Intergovernmental Agreement with Palominas Fire District to provide high quality training for Fire Science students.*

### 3. INFORMATION ITEMS

### INFORMATION

- 3.01 Communications
- *Dr. Rottweiler received an email from Mr. Craig Oldfather thanking him for overseeing the Small Business Development Center as part of Cochise College. Mr. Oldfather and his wife have run a small business for 10 years, and have recently started another small business. They state that they would not have been able to get either business going without the SBDC and the invaluable help from Bob Mucci, back in the day, and Mark Schmitt and Miriam Salcedo.*
  - *Dr. Rottweiler and Governing Board Chair, Mr. Quinn received notification from ACCT informing them that Dr. Rottweiler has been chosen as the recipient of the 2024 Pacific Regional CEO Award. Dr. Rottweiler will be honored during the ACCT Leadership Congress being held in Seattle October 23-26.*
  - *Dr. Rottweiler received an email from David Duncan, a Cochise College Alumni from the Aviation Program. Mr. Duncan frequently brings students to view the Douglas Campus and the tour the Aviation program. He expressed how impressed the students were with the college's "oasis in the desert, and hidden gem". Mr. Duncan also expressed how impressed he is with the Douglas Campus transformation over the past 20 years, and how they encountered friendly staff and students eager to assist them during their visit to campus.*
- 3.02 Fiscal Year 2022-2023 Audit Report  
*Victoria Fisher, CPA, Financial Audit Manager, and Nic Foster, Financial Audit Senior, from the Arizona Auditor General's Office are scheduled to present the FY2022-2023 Audit Report.*
- 3.03 Nursing and Allied Health Report  
*Beth Hill, Dean of Nursing and Allied Health, will provide a Nursing and Allied Health Division update.*

- 3.04 Artificial Intelligence (AI) Report  
*Dr. James Perey, Executive Vice President for Academics, will provide a presentation on Artificial Intelligence Technology.*
- 3.05 Technology Update  
*David Luna, Chief Information Officer, will provide a Technology Service update.*
- 3.06 Policies for First Readings  
*In light of changes related to federal regulations under the Fair Labor Standards Act and the addition of baccalaureate degrees, minor modifications have been made to the following policies and are presented for first reading review:*
- 506 Degree and Certificate Programs*
  - 619 Compensation – Salary-Wage Placement*
  - 625 Absence from Duty*
  - 626 Annual Leave*
  - 628 Sick Leave – Benefited Employees*
  - 630 Sabbatical Leave*
  - 636 Tuition Exemption*
  - 642 Probationary Employees*
  - 644 Performance Evaluations*
  - 661 Position Classifications and Categories*
- 3.07 Presidential Search Update  
*Dr. Wendy Davis, Vice President for Administration, will provide a brief update on the presidential search.*

**4. COMMENTS FROM GOVERNING BOARD MEMBERS**

*The Governing Board Chair will turn the time over to board members to provide comments/share information.*

**5. EXECUTIVE SESSION – Information Technology Security**

- A. The Governing Board may choose to enter into executive session pursuant to A.R.S. §38-431-.03 (A) (9) - Discussions or consultations with designated representatives of the public body in order to discuss security plans, procedures, assessments, measures or systems relating to, or having an impact on, the security or safety of buildings, facilities, operations, critical infrastructure information and information technology maintained by the public body. Records, documentation, notes, or other materials made by, or provided to, the representatives pursuant to this paragraph are confidential and exempt from public disclosure under this chapter and title 39, chapter 1.

- 5.01 Executive Session – Information Security Technology **ACTION**  
*Robert Gibbs, Chief Information Security Officer, will provide an update to the Governing Board on Cochise College Information Security.*

**NO BOARD ACTION WILL BE TAKEN DURING THE EXECUTIVE SESSION.**

**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 revised notice of public meeting, prepared pursuant to A.R.S. §38-431.02, was posted on the 6<sup>th</sup> day of September, 2024, by 5 p.m. o'clock.

*Crystal Wheeler*

Crystal Wheeler, Executive Assistant  
Office of the President