

APPROVED MINUTES

COCHISE COUNTY COMMUNITY COLLEGE DISTRICT GOVERNING BOARD WORK SESSION

Wednesday, January 24, 2024
Work Session
1:00 p.m.

1. GENERAL FUNCTIONS

1.1 Call to Order

Mr. Quinn called the meeting to order at 1:00 p.m.

Board Members Present:

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

Dr. Rottweiler began the meeting, noting that no action would be taken during the work session.

1.2 Review of FY24 Initiatives

On-going expenses

- FY24 Compensation and Benefits plan
 - 3.5% compensation increase plus \$1500/FTE
- Insurance
- Utilities
- Software
- IT Security
- Third-party Contracts
- Deferred Maintenance

Strategic Initiatives

- HLC Quality Improvement
 - Equitable Technology Access (\$75K)
 - Hot Spots for students
 - Douglas Campus Fiber
- Wellness Initiative – Mental Health and Basic Needs (\$125K)
 - Four counselors are available to students and are at 90% capacity
 - Online Mental Health App
- Data Management and Reporting (\$80K)
 - Data Literacy
 - Dashboards/Program Review
- Academic programming/curriculum – K-12 through baccalaureate (\$365K)
 - Baccalaureate Degrees

- Nursing
- Organizational Leadership, Management, and Operations
- Early College
 - Staffing
 - Tuition Initiative
 - Enrollment
- First Responders Academy
 - Staffing
 - Facilities
 - Simulators
- Workforce Development
 - Reorganization
 - Programming
- Student Retention Manager
- Housing
- Enterprise Resource Planning (ERP) Implementation
- Security Camera and Marquee at the Benson Center

- Initiatives on hold:
 - Athletics Expansion
 - Douglas Campus Building 100 – Making the restrooms ADA Compliant.
 - Sierra Vista Campus – Art Gallery Project (Room 421/422) and the 2600 building remodel scaled back.

1.3 FY25 Budget Development

1.3.1 Anticipated Initiatives

- Salary/Benefits
 - Average adjustment of 3%
 - Insurance will go up anywhere from 4.5% – 9%
 - Retirement contributions will see a slight decrease.
- College Initiatives
 - Move from 3rd party contractors to College staffing to support ERP
 - Impact stipends for ERP database administrators and programmers
 - Hiring Welding Instructors
 - Use funds from budgeted but unfilled positions
 - As student housing gets closer to completion on the Sierra Vista Campus, there will be a need for weekend maintenance and custodial staff.
 - Hire a credentials evaluator to help meet the need for the baccalaureate program.
- Facilities
 - Douglas Campus
 - Infrastructure
 - Turf to athletic fields
 - Make building 100 ADA compliant
 - Sierra Vista Campus

- Discussed possible relocation of Sierra Vista offices preparing for dining expansion following the completion of student housing
 - Move the Bookstore, Tutoring, and Computer Lab to the library
 - Move IT and Maintenance into 2600 building
 - Student Services/Enrollment Management move to the Learning Commons Building
- Board Initiatives
 - Mr. Quinn confirmed the FY24 board initiatives and their status to include the following:
 - Electric car repair has been a slow process, but the college received a car and is actively teaching courses related to the topic
 - Water and Agriculture initiatives are on-going
 - Fiber on the Douglas Campus is in progress
 - Civic Engagement initiatives are now driven through the Community Engagement Department
 - Implementation of the Early College Department to assist with K-12.
 - Initiation of Baccalaureate degrees tied to MOS credentialing and Nursing

Mr. Quinn led a discussion regarding FY25 board initiatives; highlights include:

- Continue to work on fiber connectivity and water treatment on the Douglas Campus.
- Continue efforts in K-12 to make sure students are college-ready and address the educational gap. Mr. Nelson suggested partnering with universities or the Department of Education to collect and analyze data to see what is working and what is not.
- Maintain the work being done in early college and reduce the costs for dual enrollment.
- Discussed partnering with universities to provide a 2+2 model.
 - Dr. Rottweiler noted there is work being done to create pathways for students to earn a bachelor's degree, such as the University of Arizona South Foundation providing a scholarship for students living in Cochise County and pursuing an upper-level degree.
- Provide instructors to help students who are taking online classes through a university.
- Keep compensation competitive while avoiding compression issues.

Mr. Quinn recessed the meeting at 2:06 p.m., and resumed at 2:13 p.m.

1.3.2 Potential Revenue

- FY25 State Aid Request
 - M&O - \$4,000,800 (-\$422,900)
 - STEM/Workforce - \$833,400 (-\$121,300)
 - Equalization - \$10,575,800 (+\$816,200)
 - Rural Aid \$2,999,100 (-\$2,770,600) – This is because it was one-time funds and those funds have been spent.
- State Shared Sales Tax
 - Sales Tax Aid
 - Prop 301 (Revenues are projected to be down~\$400K from what was budgeted in FY24 and are \$157K less than FY23 received)
 - Prop 207 (Revenues projected to be down ~\$400K from what was budgeted for FY24)
- Tuition/Fees
 - Currently \$93
 - A recommendation is to increase tuition by \$2.00 (each \$1 brings in \$80K).
 - The administration will bring tuition rate options to the February Board meeting for review and approval.
- Property Tax
 - Access to an additional 6% plus new construction
 - Up to \$27,508,512 (= \$1,588,168) plus new construction

Mr. Quinn provided the board members with the president's evaluation and board self-assessment forms to complete and submit in February. Dr. Rottweiler will send out the list of his accomplishments over the last year.

2. ADJOURNMENT

Mr. Quinn adjourned the meeting at 2:47 p.m.

Respectfully Submitted:

Crystal Wheeler, Executive Assistant Office of the President

Mr. Dennis Nelson, Secretary of the Governing Board