

MINUTES

COCHISE COUNTY COMMUNITY COLLEGE DISTRICT GOVERNING BOARD REGULAR MEETING

Tuesday, June 12, 2012
Cochise College Sierra Vista Campus
6:00 p.m.

1. GENERAL FUNCTIONS

1.01 Call to Order

The meeting was called to order by Mrs. Guy at 6:00 p.m.

Board Members Present:

Mrs. Jan Guy
Mrs. Jane Strain
Mr. David DiPeso
Dr. John Eaton
Mr. Donald Hudgins

1.02 Pledge of Allegiance

1.03 Adoption of Agenda

The agenda was adopted as published.

1.04 Citizen's Interim

There were no requests to address the Board.

1.05 Public Hearing and Truth in Taxation Hearing; 2012-2013 Budget

Pursuant to A.R.S.§15-1416, Mrs. Guy entered into the Public Hearing and Truth in Taxation Hearing, and opened the floor to anyone desiring to address the Board. Three people addressed the Board; two ladies expressed concerns, as senior citizens, regarding being on a fixed income, who feel like they are being 'squeezed', having to cope with rising prices in other areas such as food, fuel, etc., and stated they were not pleased regarding the proposed 2.0% property tax levy increase; one gentleman, who was very much in favor of the increase, gave numerous examples of how the college benefits the community and why the proposed tax levy increase should be approved. Mrs. Guy thanked each of the speakers for taking the time to address the Board.

Pursuant to A.R.S.§15-1416, Mrs. Guy then entertained a motion to enter into a Special Meeting for Approval of Increase in the Primary Property Tax Levy and Adoption of the Cochise County Community College District's Fiscal Year 2012-2013 Budget, including the FY 2012-2013 Workforce Development (Proposition 301) Plan. Mrs. Strain moved and Mr. DiPeso seconded the motion. Mrs. Guy adjourned the Regular Meeting and the Board entered into a Special Meeting at 6:33 p.m.

Mrs. Guy adjourned the Special Meeting at 6:35 p.m. and reconvened the Regular Meeting at that time.

1.06 Standing Reports

1.06.1 Representative to the Arizona Association of District Governing Boards (AADGB)

Dr. Eaton stated the Boards met on June 11, 2012, in Phoenix, and reported that Pima was represented, both in person and via teleconference; the AADGB received communication from the Gila Board, which is a non-operating district, requesting to become a member of the AADGB - the request was denied; a workshop is being planned for new Board members in late fall/early winter (similar to a state version of what ACCT does); the next meeting will be held in September; and the new officers are Chair, Ginny Handorf - Navajo, Vice Chair, Randy Hartless – Arizona Western, and Secretary/Treasurer Doyle Burke – Maricopa.

1.06.2 Representative to the Association of Community College Trustees (ACCT)

Mrs. Strain reported that, as a member of the subcommittee on Communications and Membership Education at the ACCT level, she will be traveling to Boston for three days in October to attend the 43rd Annual Leadership Congress. During these ACCT national gatherings, they continue to work a national agenda, mostly focused on protecting Pell grant funding sources.

1.06.3 Senate

Wendy Davis, Vice President for Human Resources and member of the Senate, stated there will not be a report, as the Senate has not met since the last Board meeting. The next Senate meeting is scheduled to take place in September.

1.06.4 Student Government Association (SGA)

A Student Government Association report was not provided.

1.06.5 College President

Dr. Rottweiler began by distributing the 2012 End of Session Report of the Arizona 50th Legislature – Second Regular Session, Fourth Special Session, prepared for Cochise College by Kristen Boilini at KRB Consulting, Inc., as a document for their review. He added he would be happy to address any questions or concerns the Board may have pertaining to the report.

There continues to be fairly significant discussions around the funding formula; Vice President Butler is leading the Chief Business Officers in trying to arrive at a model that speaks about performance, as well as some level of sustainability. There are some community colleges within our system that are now reaching the level that, with the reductions in state aid, may not be sustainable. Therefore, there need to be discussions around a funding formula that not only provides for performance, but maintains some level of resource base in order to accomplish what we need to do.

Discussions have already begun on the FY14 budget, which needs to be done in September. As per custom, we will request a 30-day extension, consistent with

the universities, and will try to lay out a plan as to what level the new funding formula, the research that is going in, as well as where we want to position ourselves. Dr. Rottweiler will be attending a President's Council retreat next week, where this will be a major topic for discussion.

Regarding master facilities planning, the Aviation Building on the Douglas campus is on schedule, and will be a beautiful facility. Dr. Rottweiler stated he would like to host the Board for a tour to showcase what is taking place. Likewise, the opening construction meetings relating to the runway were held; they will mobilize next week, and an August 18th completion date is anticipated - in time for the start of the semester. The timeframe is tight, but contingency plans have been put in place in the event the runway is not completed as expected.

Design work has been completed on the Career and Technical Building, soon to become the Art Building. There is an action item on this agenda requesting an increase in allocation of an additional \$165,000 to the previously approved funds.

The college has received clearance from Garrison Command to enter into a Facilities Use Agreement with the Col. Smith Middle School on Fort Huachuca. Vice President Butler is currently working on the agreement with the chief financial officer for the Accommodation School District, which will most likely be brought to the Board at the next regular meeting.

In his general comments, Dr. Rottweiler shared that Mrs. Guy received a letter of recognition from the Government Financial Officers Association, notifying her that the comprehensive annual financial report for fiscal year ending June 30, 2011, qualifies the college for a Certificate of Achievement for Excellence in Financial Reporting. The letter went on to say that the certificate of achievement is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management. Dr. Rottweiler stated this is an important recognition for Vice President Butler and his entire staff. He added that this also qualifies as our transparency requirements under current Arizona statute, it's the right thing to do, and signifies the college is doing its very best to be transparent and to properly account for all of its financial resources. Dr. Rottweiler stated a formal recognition will take place once the plaque and certificate have been received.

Dr. Rottweiler provided the Board with a FTSE Report, which is also in the Financial Report, as he wanted them to be aware of what has happened, month by month, over the last five years with the generation of FTSE. While the college has struggled a bit in some fall/spring enrollment numbers, at the end of the semester we are seeing our numbers remaining fairly consistent. He believes a couple things are happening; clearly our enrollments in MOS programs on Ft. Huachuca continue to be strong, but we may also be beginning to see the benefits of our completion agenda. He added that we are also seeing some benefits from some of the financial aid requirements placed on colleges by the federal government.

Dr. Rottweiler was pleased to announce the Cochise College Foundation has approved a consultant for the Feasibility Study for the capital campaign associated with the college's 50th Anniversary coming up in 2014.

Dr. Rottweiler stated that in May, over the course of two days, he had the unique opportunity to tour our facilities with a few of the college's founders; Mr. & Mrs. Howard DeWitt, Pat Pallister O'Brien, and Homer Kaliba, along with Dr. John Eaton, Mr. Joe Gilliland, and Mrs. Harwood. He shared how pleased he was to show them what they started, and from the early beginnings to where the college is today. He believes there are some unique opportunities available, in particular perhaps starting a Founder's Club, to see if we can get our early history tied in with our future, as we move into our 50th anniversary.

Related to college advancement, Dr. Rottweiler stated he met with mayor-elect Danny Ortega regarding the future and what we're planning to do in Douglas. Dr. Rottweiler has offered to provide a presentation to the City Council in Douglas at least twice a year, but perhaps quarterly, to provide them some insight and direction on where we're headed. Additionally, Dr. Rottweiler continues to have monthly meetings with Cochise County Administrator Mike Ortega, trying to find ways they can partner together to provide better services across the district.

Dr. Rottweiler stated he had some unique opportunities around our aviation initiatives; he met with the lead executives from Piper Aircraft regarding potential partnerships in our aviation programs. Our unmanned aerial systems continue to be a high priority. There is a meeting scheduled with the Economic Development Foundation, who is writing the request for information to the Arizona Commerce Authority, in hopes of having Cochise County recognized as one of the six test sites for the integration of unmanned aerial systems into the national air space.

Dr. Rottweiler attended Northrop Grumman's Research Day, which was also attended by leading researchers from USC, UCLA, Purdue University, and Mississippi State, as it relates to UAVs/UASs and where we are headed in the future. He stated he was pleased to be participating at that level and to be seated around that table.

This month will be a busy time at Fort Huachuca, and Dr. Rottweiler stated he plans to have a fairly significant presence there as we're seeing lots of change in command.

As the Board is aware, we try to avoid having a July Governing Board meeting, but with the Board's approval, he would like to schedule a telephonic meeting in order to approve the consent agenda, as we're trying to hire faculty and other staff. If we wait until the August meeting, their appointments would be approved two days before their scheduled start date.

1.05.6 Monthly Financial Report – May, 2012

The Financial Report for May, 2012 was presented and accepted as submitted.

2. APPROVAL OF MINUTES

2.01 Acceptance of Minutes, Regular Meeting – May 8, 2012

The minutes of the May 8, 2012 Regular Meeting of the Cochise County Community College District Governing Board were accepted and entered into record.

3. INFORMATION ITEMS

3.01 Communications

The college received the following communications

- *Dr. Rottweiler received a letter from Mr. and Mrs. DeWitt, Pat Pallister O'Brien, and Homer Koliba (college founders), expressing their appreciation for the time and in-depth explanations of the college operations Dr. Rottweiler provided them when they visited the Sierra Vista campus on May 15th.*

4. NEW BUSINESS *

4.01 Consent Agenda *

Mr. DiPeso moved and Mrs. Strain seconded a motion to approve the Consent Agenda. There was no further discussion by the Board. The Board unanimously approved.
MOTION CARRIED.

The following items were approved:

- 4.01.1 * Classified; Appointment (*Marvin Alexander, Library and Instructional Technologies Technician, District-wide*)
- 4.01.2 * Classified; Appointment (*Susan Fick, Administrative Assistant, Principal, Sierra Vista Campus*)
- 4.01.3 * *Administrative Support; Appointment (Marisol Arenivas, Director of Residential and Student Life, Douglas Campus)*
- 4.01.4 * Faculty; Appointment (*Jay Clements, Agriculture Instructor, District-wide*)
- 4.01.5 * Faculty; Appointment (*James Krause, Automotive Instructor, District-wide*)
- 4.01.6 * Classified; Resignation (*Anthony Lewis, Facilities Service Worker, Sierra Vista Campus*)
- 4.01.7 * Administrative Support; Resignation (*Lisa Westrick, Program Specialist, Douglas Campus*)
- 4.01.8 * Faculty; Resignation (*Jo Anne Ellsworth, Counselor, Sierra Vista Campus*)
- 4.01.9 * Faculty; Resignation (*Natasha Nichols, Physics/Astronomy Instructor, Sierra Vista Campus*)
- 4.01.10 * Faculty; Termination (*Jack Brosseau, Electronics Instructor, Arizona Department of Corrections, Douglas*)
- 4.01.11 * Curriculum Changes

Mr. Bruce Richardson, Dean, Business and Technology, introduced Mr. James Krause. On behalf of the Governing Board, Mrs. Guy welcomed Mr. Krause to the college.

4.02 Classified Appointment – Administrative Assistant, Principal (Douglas Campus)

The administration brought forward the recommendation to hire Ms. Noelle Robles as the Administrative Assistant, Principal, to the Vice President for Administration, Douglas Campus. Mrs. Strain moved and Dr. Eaton seconded a motion to approve the appointment. There was no further discussion by the Board. The Board unanimously approved. MOTION CARRIED.

4.03 Adjusted FY 2011-12 Budget to Reflect Actual Expenditures

Mr. Hudgins moved and Mr. DiPeso seconded a motion to authorize the adjustment of fiscal year 2011-12 budgeted expenditures to reflect the same amounts as actually expended per the fiscal year 2011-12 audited financial statements. There was no further discussion by the Board. The Board unanimously approved. MOTION CARRIED.

4.04 Intergovernmental Agreement (IGA) Between Cochise College and Santa Cruz County Provisional Community College District (SCCPCCD)

Mr. DiPeso moved and Mrs. Strain seconded a motion to approve the president to enter into an IGA with Santa Cruz County Provisional Community College District to provide educational programs to students in Santa Cruz County for the 2012-2013 fiscal year. Mrs. Strain inquired as to how long the college would continue doing this. Dr. Rottweiler answered by saying, "probably as long as Santa Cruz will have us and it is in our best interest", and he, Sheila DeVoe Heidman, and Kevin Butler will be attending SCCPCCD Board meeting on Thursday. He added that the college would like to continue services to the students in Santa Cruz; however, there is no benefit that comes directly to Cochise College in providing these services. They would like to name the college; Dr. Rottweiler's direction to them was they could not name the college – the name they have is Cochise College, it is the accredited college and is the provider of those services. They can name the district anything they would like to name it, but the college is Cochise College. If they do anything different related to accreditation, it is Dr. Rottweiler's fear that it would put Cochise College at somewhat of a risk, and this has been shared with their Board Chair. He had also imparted that it would be fine if they could find someone else to take over these services, adding that this is a unique situation, and he doesn't want to harm students. Mrs. Strain then inquired if the citizens in Santa Cruz County understand this relationship. Dr. Rottweiler stated they believe they have approved a college – Santa Cruz College, believing that's what they did two years ago when they voted. Therefore, the pressure their Board is under to name the college, get their own logo, and to seek their own accreditation, is probably the appropriate response. They do not have the ability, neither statutorily nor financially, to do this. Dr. Eaton interjected that the legislation needs to do something about the law they passed to create these non-operating districts. Dr. Rottweiler concluded by saying that the SCCPCCD Board is comprised of good people trying to do provide a great service in their county. Cochise College will try to serve them and do the very best we can, as their college, as long as it's in our best interest as an institution. As senior administration has discussed, we will protect Cochise College, and the Cochise County Community College District, first and foremost in all things that we do. There was no further discussion by the Board. The Board unanimously approved. MOTION CARRIED.

4.05 Aviation and Art Buildings Renovation

Mr. Hudgins moved and Mr. DiPeso seconded a motion to allocate an additional \$165,000 to the previously approved funds to renovate the CTE Building (2200) instead of the Art Building (1900) in order to appropriately house Art programs on the Douglas campus using FY2013 Plant Fund or Proposition 301 Fund contingencies. Dr. Rottweiler provided the Board with information regarding the renovation of, and placement of programs in, the CTE Building, and demolition of the 1900 Building. He added that two of the three programs highlighted in the strategic planning, Aviation and Art, were housed in the worst facilities on campus - they will now be placed in the nicest.

Cochise College Regular Governing Board meeting
Tuesday, June 12, 2012

Agriculture will also be included. There was no further discussion by the Board. The Board unanimously approved. MOTION CARRIED.

5. ADJOURNMENT

Mrs. Guy adjourned the meeting at 7:02 p.m.

Respectfully Submitted:

Ms. Loretta Mountjoy, Executive Administrative Assistant, Office of the President

Mrs. Jane Strain, Secretary of the Governing Board