

MINUTES

COCHISE COUNTY COMMUNITY COLLEGE DISTRICT GOVERNING BOARD REGULAR MEETING

Tuesday, November 12, 2013
Sierra Vista Campus
6:00 p.m.

1. GENERAL FUNCTIONS

1.01 Call to Order

Due to Mrs. Strain being out of town, the meeting was called to order by Mr. DiPeso, Secretary/Acting Chair, at 6 p.m. Mrs. Strain participated in the meeting via teleconference.

Board Members Present:

Mrs. Jane Strain (via teleconference)
Mr. David DiPeso
Dr. John Eaton
Mr. Dennis Nelson

Board Member Absent:

Mr. Don Hudgins

1.02 Pledge of Allegiance

1.03 Adoption of Agenda

Dr. Eaton requested that Consent Agenda item 3.01.10 be pulled from the agenda to be discussed separately. The request was granted. With that exception, the agenda was adopted as published.

1.04 Citizen's Interim

There were no requests to address the Board.

1.05 Standing Reports

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

Dr. Eaton stated he didn't have a report on the AADGB itself, but that the AADGB Chair has suggested that Governing Board members who are available on November 21st and 22nd attend the conference in Phoenix around the success of secondary education.

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

Mrs. Strain reported that she has been officially assigned to the ACCT Public Policy Committee and will be attending the National Legislative Summit in Washington, DC in February 2014, as well as the Governance Leadership Institute in Salt Lake City, Utah, in March 2014. She added that this will complete her training 'package'.

1.05.3 Senate

There was no Senate report as the Senate did not meet in October.

1.05.4 Student Government Association (SGA)

Brendan Berry, SGA President, began the report. He stated this semester continues to be very successful. Events held were 'Talk Like a Parrot Day', Constitution Day, and Dia de los Muertos. Community service projects have included yard work at the Forgach House and fence painting at Echoing Hope Ranch, both of which have allowed them to give back to the community while strengthening Cochise College's name. The Arizona Future Leaders Town Hall was also a success; 29 students voiced their opinions and observations about the importance of early education. The SGA has also made great progress with reforming the college's smoking policy, and they are expecting to have designated smoking areas across all Cochise College campuses next semester. Their smoking cessation program has also been making a difference on campus; about ten students have received ASHline training and have been able to offer support to fellow students. They will also be participating in the Great American Smoke Out on November 21st from 10 a.m. to 2 p.m. in the Student Union.

Their latest All Clubs Meeting was held on November 1st. They now have 26 active clubs, the newest being the Campus Crusade for Christ and the Computer Graphics and Special Effects Club. These clubs were immensely profitable at the annual Haunted Union event, which had about 912 attendees, raising \$2,239, in addition to canned food. Mr. Berry concluded his report by inviting everyone to visit the SGA website, www.cochise.edu/activities for a list of events on their calendar.

Will Hill, Social Events Coordinator, provided a report on the successful High School Expo, where 96 high school students from St. David, Berean, Tombstone, Bisbee, and Benson participated. The SGA spoke on the importance of higher education and how it will affect them all their lives. Tours of the campus were also provided. As part of an initiative to get the students involved, they created a video (which was shown to the Governing Board) set to the music of 'Gentleman' by Psy, highlighting Cochise College with the students who attended. SGA's goal with this event was to connect students to the college while having fun; Mr. Hill was pleased to share that they received 9 applications from high school students - a great success! The video has been viewed 463 times, and of special note, Jenn Wantz, Student Life Coordinator, added that the video was done entirely by students.

1.05.5 College President

Dr. Rottweiler stated the budget has been turned in to the governor, and we are requesting full funding to the statutory limits; the M & O and equalization shows we will be down \$1.2M. We are currently working on STEM, and feel we have a good chance to get some funding. Also in the budget is a big 'ask' to see if we can get some resources reallocated to community colleges in anticipation of doing some performance-based funding.

Dr. Rottweiler recently held employee open forums on the Sierra Vista and Douglas campuses, providing information on where the college stands regarding funding, and the need to prepare ourselves for about a \$1M decrease in our operating budget. He shared, in very candid terms, that the 'low-hanging fruit' is gone, and we're now having to make some difficult decisions. We'll plan for that knowing we can bring back other resources if the legislature changes, which looks like it's moving in a positive way. We've ratcheted up our 'hiring chill' because we need to be strategic in the positions that we're hiring by taking any opportunity to restructure, reorganize, or not fill a position in order to be in front of our budget situation.

Regarding master facilities, we are working very hard in the Lawley Motors (old Ideal Motors) building. The college has signed a very nice partnership with Lawley Motors to acquire that facility for about two and a half years on a rent free lease. We will need to invest some resources that we can pull from STEM funding we received this year for enhancement of career and technical education programs. Frank Dykstra, Director of Facilities Management and Planning, and his team are working diligently in the building, and Dr. Rottweiler is confident we will be in the building by the January start date. He believes the building will provide an opportunity for us to grow the automotive program. We allocated another automotive instructor, which we are currently working to hire to start in January. It's our investment to see if this program can take off and provide the kind of training we need.

Dr. Rottweiler stated a second master facilities settlement meeting was held based on some master facilities issues on the Douglas campus construction, with a third meeting to be scheduled. He feels some progress is being made and will keep the Board informed as this moves forward.

In some general comments, Dr. Rottweiler wanted to make the Board aware that the college has received notification from the Commission on Accreditation for Respiratory Care (CoARC), that Cochise College has been granted provisional accreditation to begin our AAS degree in Respiratory Care. We have students who are lined up and ready to go. He acknowledged the entire team, who has put forth an enormous amount of time and effort, adding that this gives us another allied health program that we can move forward. Jim Nosek, Respiratory Therapy program coordinator introduced Denise Kruckenberg, the clinical coordinator for respiratory therapy. He stated that 20 students have applied to the program and finished the application process, with another 20 on the waiting list.

Dr. Rottweiler updated the Board regarding the Department of Corrections (DOC) contract. He held a teleconference with the DOC Phoenix staff and informed them we are not pleased with the direction things are going, and that he would

likely be recommending that the Board take action to potentially give a 60-day notice for termination of that program. The response came back requesting we not do that, and to allow them time to work through some things. He committed to give them until the December Board meeting to see if we can work through those issues. Dr. Rottweiler stated he does not want to remove the relationship with DOC and thinks it's beneficial to the county and to the inmates in the program – 95% of those inmates will be released, and if they have competent job skills allowing them to be productive it will be a much better situation. Research has shown that education decreases recidivism rates. However, with that said, we cannot continue operating under the direction we've been under the last couple months, it has not been productive and some of their direction has not been positive. Vice President Fick and Dean DeVoe Heidman are scheduled to meet with the DOC staff on November 19th at the Douglas facility, and Dr. Rottweiler will break away from meetings in Phoenix on November 22nd for a follow-up meeting with the DOC staff in Phoenix. We are making ourselves available for any opportunity for discussions with them, and if things do not work out it will not be because the college didn't do its part. Dr. Rottweiler stated we are not alone in these discussions, as it appears many of their current educational partners are frustrated with the direction of the DOC. Mr. Nelson inquired if any of the other colleges will be going with him, to which Dr. Rottweiler replied no, but some have already been there, but adding that Cochise College has probably been the most aggressive in saying that 'we're either going to get this fixed or we're done doing it'. He is hopeful for a positive result. Following the phone conference last week, a meeting was held with all the employees in the correctional education division, updating them on the situation in full candor, informing them that they need to understand the discussions taking place in order to make decisions that are in their best interest. He will update them as this moves forward. Dr. Eaton inquired if there have been some rule changes. Dr. Rottweiler replied yes, as well as some personnel changes. He was unsure about how this all came about at the DOC, whether it was a department policy or the policy of an individual within the department, but he is leaning towards the latter.

Regarding strategic planning (Strategic Think Tank), Dr. Rottweiler stated we are doing more of an adaptive strategic planning process. We've had three meetings with a cross section of employees. It's been very positive, and we are seeing some common themes/strategic priorities beginning to emerge that we will roll out next calendar year, and into the next fiscal year. Some of those tie into an I.T. assessment, which the Board was briefed on last month and that Mr. Cartagena will brief the Board on this evening around some of those initiatives. Another area that has started to materialize is around continuous institutional/process improvement. We will begin to look at some processes around improving the things that we do from information technology, to customer service, to programs, to program development, whatever it may be, we need to have better processes as we try to make improvements.

As Dr. Eaton previously mentioned, the Post-Secondary Conference will be held November 21st and 22nd in Phoenix, and Dr. Rottweiler is appreciative that two Board members will be attending. He could not provide direction on the intentions of AADGB as he has not received any information, but he believes there will be a meeting on a Friday morning where all of the district governing board members will meet to discuss issues as part of the overall conference.

There will be a business and education symposium on Thursday, November 14th at the Windemere Hotel and Conference Center, which the Arizona Business and Education Coalition (ABEC) and Trudy Berry, Cochise County School Superintendent are jointly hosting the event. Ms. Berry has requested that Dr. Rottweiler be a keynote speaker. He will present ideas around education and pathways, and how they tie into higher education.

Later in the evening on November 14th, Dr. Rottweiler will present before the Santa Cruz County Provisional Community College District on the issue of funding. He will speak to them regarding some of the initiatives taking place at the state level that may have an impact on them. We have been receiving notifications on different meetings they are holding related to receiving their own accreditation, among other areas. Dr. Rottweiler is hopeful they will have a discussion with him, as he feels he should be briefed on some of the things they are or are not doing that may have an effect on Cochise College.

Dr. Rottweiler reminded the Board of the work session that is scheduled for Monday, November 25th from 3 – 6 p.m. in the president's conference room, which is under the direction of Mrs. Strain, Governing Board Chair.

Regarding the tobacco policy, Dr. Rottweiler stated we will most likely recommend to the students, in our policy process, and then bring to the Board, two policies for the Board to determine which one they would like to approve. One would be for the college (district-wide) to be completely tobacco-free, and the other option would be to designate one area for smoking. He added there needs to be some discussion around phasing in the policy or taking a more aggressive approach.

Dr. Rottweiler concluded his report by wishing the Board a Happy Thanksgiving!

1.05.6 Monthly Financial Report – October 2013

The Financial Report for October 2013 was presented and accepted as submitted.

2. INFORMATION ITEMS

2.01 Communications

- *Dr. Rottweiler received a letter from Gary Farmer, Principal of Buena High School, commending Cochise College security for their unselfish, professional support provided at the Homecoming Parade on October 11th.*
- *Jennifer Lakosil, Director, Nursing/Allied Health, received a letter from Stephanie Peavey, Secretary, Bisbee Vogue, Inc., on behalf of the Board of Bisbee vogue, Inc., thanking Ms. Lakosil, her student nursing team, and Margaret Reilly, for their help with the 23rd Bisbee 1000 – The Great Stair Climb.*

2.02 I.T. Update

Mr. Carlos Cartagena, Vice President for Information Technology, began his two-part presentation with an I.T. update on bandwidth improvements on the Douglas and Sierra Vista campuses, and concluded by reporting on the progress if the I.T. Assessment Plan. He began with the bandwidth improvements, and stated that he briefed the Board at the

May Board meeting, that there were no changes in terms of additional or improved high speed internet facilities going to the Douglas campus, and they were still depending on the T-1 copper lines. At that time, he also reported that he was looking into an option he thought would be viable that would provide high speed internet connectivity to the Douglas campus at a level they need and deserve, and he was leaning toward a microwave network/technology. Mr. Cartagena brought the Board up to date on what has taken place between May and today. He stated that, during the summer, Cox Communications offered their services as a carrier to bring connectivity to the Douglas campus, via microwave technology, and asked that we think of them as a provider for internet service. They are co-located next to the area where we were planning to put one of the points for the microwave connection. We worked with a local company that had experience with this type of technology, who did a survey that confirmed the proper technical parameters were there in order for us to put up a point-to-point microwave network. The most challenging part was securing a location. He contacted the land owners, which happens to be a radio station, in the area where we wanted to put one of the microwave dishes. Through the company, we were working with, paperwork was signed, and for what Mr. Cartagena considers a nominal fee they were able to rent the space for one of the points. Cox Communications brought through the required cabling in order for us to be able to connect the carrier to the microwave network. Mr. Cartagena provided the Board with a handout of drawings/pictures of what this looks like, which included D Mountain equipment, the equipment on the Douglas campus, the tower with the radio dish on top, two boxes where modems are installed, and Cox Communications facilities. Mr. Cartagena stated that once the equipment was installed, it was tested, with a large part of the testing taking place during the height of the monsoon season, so it went through quite a bit of weather. It appears to be working fine, and we'll see how it works through the winter. He is confident it will continue to work absolutely fine. He added that the actual cutover occurred on September 4th with no advance notice, and it did not take long for students to notice the difference. This network not only supports students in the dorms and WiFi across campus, but also supports all the computer labs, plus all the open labs and all the open computer areas where the public has access to those types of services. He is very happy with the results of this project so far. Mr. Nelson inquired if the space for the equipment is a rental or long-term lease. Mr. Cartagena stated that the company we are doing business with is actually the one renting the space (on a year-to-year basis) and we are a 'sub-tenant'. He added that Cox has been a great player and partner in this, and is a great vendor to work with. Dr. Eaton inquired if we should acknowledge them in some way. Mr. Cartagena stated that Cox would like to put out a press release about work they did with the college on this project, and provided them with Liz Manning's contact information.

Regarding the bandwidth on the Douglas campus employee network, Mr. Cartagena stated that when the microwave network was enabled, they were able to immediately cancel three T-1 lines that were no longer required and reassigned/rearranged some of the other T-1 lines that were assigned to students to the employee network. That made the employee network between Douglas and Sierra Vista a bit faster.

We are looking at a microwave solution as well for the employee network between the Douglas and Sierra Vista campuses. From a technical standpoint, this one will be easier because there is no carrier required in order to make the connection. Mr. Cartagena then provided information on partnering with the county, who already has a tower on Juniper Flats. What has complicated the situation a bit is there appears to be an association by the name of the Mule Mountain Users Association that is part of the approval process, and allegedly, the association is required to review and approve the technical specifications of the equipment we're planning to put there, to assure there will be no interference with equipment already there. From a technical standpoint, he is confident there will be no

issues; unfortunately, we are chasing an association for which no one knows a point of contact or where they are located. The company we are working with is working through their channels, and he hopes to have the issue resolved soon. Once the location has been secured, it's just a matter of installing and testing the equipment.

Mr. Cartagena directed the Board's attention to the last picture in the handout, which represented a change made to the bandwidth on the Sierra Vista campus. He stated he has briefed the Board on numerous occasions in the past, but learned earlier this year that a new technology, Ethernet over fiber, was going to become available in the Sierra Vista area. This technology has been available in metro areas for a while now; however, if Century Link had it available in the Sierra Vista area, we didn't know about it until earlier this year when they made it available and started selling the services. That technology allowed us to upgrade bandwidth to a much higher rate. Century Link installed the equipment, and the final cut-over occurred on October 25th, which now more than doubles the bandwidth on the Sierra Vista campus. Mr. Cartagena stated the results have been fantastic.

Regarding the I.T. Assessment Plan, Mr. Cartagena provided the Board with a copy of the handout that was presented to the Strategic Planning Team at their last meeting. He reviewed the methodology that would be used to complete the project, and shared the initial dates already on the calendar for the consultants, Strata Information Group (SIG) to begin working on the project. Mr. Cartagena said he will take the lead, primarily from a logistical standpoint, to ensure the consultants are focused and working on areas we have identified. A separate conference call will be scheduled, for each Scope of Work area identified and listed in the handout, to kick-off that part of the assessment. There will also be a process by which our employees can provide feedback, prior to the arrival of the consultants, through a number of web-enabled surveys. The consultants will perform on-site visits, develop findings and recommendations, draft a report, and then provide us with a final report for each area being assessed. Mr. Cartagena then provided the timeline of the schedule, beginning with November 20th, when Mr. Jack Overcash, SIG leader for this assessment, will provide a presentation to the President's Council, the employees on the Sierra Vista campus, and the employees on the Douglas campus. The first on-site assessment visit will include the Portal and Directory Services, and has been scheduled for December 10th – 12th (draft report expected the week of January 2nd); the second assessment visit will focus on the Banner system (student module) from January 21st – 23rd (report to follow between January 27th – 31st); the third assessment visit will include Human Resources and Payroll and is scheduled for March 3rd – 6th (report expected March 17th – 21st), the fourth assessment visit will be Financial Aid, scheduled for March 11th – 13th (report expected the following week); and the fifth assessment visit will complete Banner (Finance portion), and will take place in the April-May timeframe. Each report will include recommendations, staffing requirements needed to carry out the recommendations, and costs associated in doing so.

Dr. Rottweiler stated the Board will be kept up-to-date on the progress of the assessments as they move forward through the process.

2.03 Math, Science, and Health Sciences Report

Dr. Bubba Hall, Dean of Math, Science and Health Sciences provided the Board with a hard copy of his PowerPoint presentation. He stated his report will focus on access, completion, and quality within his area. Starting with mathematics, he reported there were 1330 of 1846 math students enrolled in developmental math modules, which is one of the highest enrollments in recent years. Regarding completion, success rates for

developmental math have increased over the last couple of years. The success rate in Level II is still a bit of concern; however, retention has increased, keeping 82% - 84% of students in the developmental math module. Dr. Hall was pleased to report in the area of quality – comparing developmental math classes to traditional classes at the college level, we are seeing these students being more successful at the college algebra level and survey of college mathematics levels. We are seeing some issues in Pre-Calculus, as success rates have decreased, but steps are being taken to correct this. In an effort to move students out of developmental math, the department has taken on some new initiatives, creating math classes specifically for AAS degrees; MAT 123 – Applied Mathematics for Career and Technical Education, and department chairs are looking at creating a Business Algebra course. Last summer they launched a pilot summer math course in an effort to give students an opportunity to take placement tests; 27 students enrolled in the program, 17 competed, 11 retook the test, and nine went on to enroll in college algebra/pre-calculus. The course will be offered again next summer, and steps will be taken to improve accessibility into the course and guide students in retaking the test. Another initiative is a college algebra class plus studio time, providing students who place into intermediate algebra extra time for instructor intervention.

In the Sciences area, this Fall there were 982 overall student enrollments. Dr. Hall stated that, as enrollments seem to have been decreasing a bit, the science classes have held steady. They are taking some initiatives in an attempt to build enrollments across the district, specifically in the areas of chemistry and astronomy, with first and second semesters of Organic Chemistry being offered on the Douglas campus, and Introduction to Astronomy next Spring. His hope is that, with some new instructors and interest in the sciences, we can continue to build in these areas. District-wide completions – there was a 37% increase in Physics enrollment in Fall 2013. There are new faculty members at the extended centers, both in the Science and Math areas, adding some full-time focus to the rural areas. We also have an undergraduate research initiative, resulting in increased student interest.

Regarding Engineering, Dr. Hall stated we are still participating in the METS collaboration with Arizona State University (ASU), and it is an outstanding program. Students who transfer out of community colleges and guided and supported by the METS program, graduate with engineering degrees from ASU - with a 95% success rate, and half go on to complete master's level courses. In the five years we have participated in this partnership, 20 Cochise College students have transferred to ASU. The down-side is, because it is grant supported, they are always looking for improvement. A new initiative with the University of Arizona (U of A), Systems Engineering Pathway, a 2+1+1 program, is one that we began partnering with last summer. Students are allowed to take the first two-years at a community college, their junior year they attend U of A main at a distance, and in the fourth year they complete research and projects at the U of A campus. Dr. Hall stated we have also agreed to be part of a grant proposal with Pima County One-Stop/Cochise County Workforce (NSF/ATE grant). Regarding completion, we have created some 200-Level Engineering courses, they have gone through curriculum, and will begin next Fall. Most recently, we have had four Mechatronics students complete the Siemens certificate, which industry will recognize those students as having certain qualifications based on the Siemens program. A STEM Outreach Coordinator, Celia Jenkins, was recently hired to replace Curt Vincent, who resigned last Spring.

In the area of Health Sciences, Dr. Hall reported that the Nursing program received 240 applicants and admitted 100 students into their freshman cohort. The accreditation process has been finalized for the Respiratory Therapy program, program coordinators

have been hired, and we are expecting a 20-student cohort to begin in the Spring. We received the HRSA grant scholarship award, which is continuing to help support our nursing students. Those scholarships are worth \$150,000 in total for the 2013-2014 year; 70 students received the grant last year and those students were re-funded this year. It is anticipated to continue next year, except it may not be at the same rate. Our Paramedicine program, which recently went through the accreditation process (Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions – CoAEMSP), is one of six in the state, with Pima being the closest accredited program. The EMT pass rate last year was at 92%, compared to 80% at the national level; the most recent pass rate for our paramedicine students was 93%, compared to an 85% pass rate at the national level. Our CNA program is currently going through the Arizona State Board of Nursing Accreditation process again, which is on a two-year cycle. Dr. Hall acknowledged Jennifer Lakosil, Director of Nursing and Allied Health, and her coordinators and staff for doing a great job in the nursing and allied health areas. He added that he has learned a lot in the two years he has had supervision over that area, as there are numerous regulations, and a lot goes into running these programs.

The last area Dr. Hall presented on is a new effort on an alternative delivery to delivering education called Interactive Live-Streaming. Live-streaming has been around for a while, and with the use of some technology, we can actually make it interactive. This is a synchronous on-line delivery directly from the classroom using the Sympodium technologies that we have. With the Blackboard Collaborate Platform, teachers can actually have two-way communication, with the help of microphones and web cameras, with students at a distance. If students have an internet connection, they can tie-in to the classroom without having to go to a physical location at one of our centers. Blackboard Collaborate also allows for student collaboration within the program; teachers can set students up into virtual groups to work on projects or in teams. Several classes (3-4 teachers), have tried/used it, and students are beginning to ask for it, especially at the extended centers. We've had College Algebra, Pre-Calculus, Calculus I and II classes offered in the Math areas, as well as the first and second semesters for our General Biology for Majors, and our two introduction classes for Engineering. As we move forward, steps will need to be taken to make some decisions on coding these classes into Banner, making sure the classes are offered, and making sure students are aware of what they're getting into, because it is different – it's not exactly on-line, it's not I.T., and it's a bit different than the blended courses. We will also be working on a collaboration effort to connect 200-Level Engineering courses with other rural community colleges, and instructors at Arizona Western, Eastern Arizona, Central Arizona, and Mohave Community Colleges are very interested in doing this. Usually, when you have the 200-Level Engineering courses with our small student body in our engineering programs, you may have three or four students at each institution to try and fill a class. We are hoping to put together a proposal and craft agreements connecting the five community colleges, so we can offer quality 200-Level courses across the state.

Dr. Eaton inquired what percentage of students coming to us for the first time is ready for college mathematics. Dr. Hall replied that 95% of students taking the placement test (Accuplacer) place into our developmental math courses; however, 70% of students who sign waivers of advice and move into the college level courses are successful. Dr. Rottweiler stated that research has shown that the placement tests do a good job of demonstrating what a student currently knows, and is a good predictor of success in that course. However, what it doesn't assess is the student's willingness to work extremely hard. He added that, in the Fall, 72% of all of our math enrollments are developmental – the bulk of our offerings in math are high school and middle school level math. Mr.

Nelson inquired if we make the high schools aware of this, to which the answer was yes. Mrs. Strain asked if we have our statistics/break-down by age of the students in terms of how much time has lapsed from the time they have graduated from a high school (two year, five years, 10 years, etc.) to the time they walk into Cochise College. Dr. Hall replied that there are some statistics along the lines of age and graduation. Dr. Rottweiler stated that current graduation requirements in the state of Arizona do require four years of math, but the actual assessment to demonstrate proficiency in math is taken at the end of the sophomore year; however, this will change under Arizona's Career and College Ready programming – all assessments will be done at end of course, which is much more consistent with college related test-taking.

3. NEW BUSINESS *

3.01 Consent Agenda *

The following items were approved:

- 3.01.1 * Administrative Support; Appointment (*Ambar Huish, Academic/Career Advisor, TRiO Student Support Services, Douglas Campus*)
- 3.01.2 * Administrative Support; Appointment (*Matthew Miles, MOS Credentialing Coordinator, Ft. Huachuca*)
- 3.01.3 * Faculty; Appointment (*Peter Pototsky, Instructor of Aviation Programs, Douglas Campus*)
- 3.01.4 * Executive; Appointment (*LaMont Schiers, Vice President Administrative Affairs, District-wide*)
- 3.01.5 * Classified; Transfers (*David Garcia, Grounds Technician I/Inmate Supervisor, Douglas Campus*) **and** (*Mario Ibarra, Grounds Technician I/Inmate Supervisor, Sierra Vista Campus*)
- 3.01.6 * Classified; Transfer (*Amanda Kelly, Payroll Data Technician, Sierra Vista Campus*)
- 3.01.7 * Classified; Transfer (*Peter Molina, Facility Services Supervisor, Douglas Campus*)
- 3.01.8 * Administrative Support; Transfer (*Byron Berry, Associate Director of Facilities and Maintenance, Douglas Campus*)
- 3.01.9 * Administrative Support; Transfer (*Ron Hyde, Technology Support Coordinator, Sierra Vista Campus*)
- 3.01.10 * Administrative Support; Promotion (*Frank Dykstra, Executive Director of Facilities and Planning, District-wide*) – **PULLED FOR DISCUSSION**
- 3.01.11 * Classified; Resignation (*David Jones, Assistant Director, Maintenance, Douglas Campus*)
- 3.01.12 * Administrative Support; Resignation (*Cecilia Rivas de Schuermann, Business Analyst, International Trade, Douglas Campus*)
- 3.01.13 * Classified; Retirement (*Michael Louviere, Grounds Tech I, Douglas Campus*)
- 3.01.14 * Curriculum Changes
- 3.01.15 * Approval of Minutes – Regular Meeting – October 8, 2013

Mr. Nelson moved and Dr. Eaton seconded a motion to approve the Consent Agenda, with the exception of 3.01.10. There was no further discussion by the Board. The Board unanimously approved. MOTION CARRIED.

- 3.01.10 Administrative Support; Promotion (*Frank Dykstra, Executive Director of Facilities and Planning, District-wide*)

Dr. Eaton complimented and thanked Mr. Dykstra not only for the great things he has done for this institution, including the work in aviation, the grounds, and most recently the work on the gymnasium, but also for the amount of money he has saved the college while doing so. Dr. Rottweiler drew the Board's attention to items 3.01.5, 3.01.7, 3.01.8, and 3.01.11, which are directly linked to some restructure/reorganization and, hopefully, some leadership succession at the college. Dr. Eaton moved and Mr. Nelson seconded a motion to approve item 3.01.10, the promotion for Frank Dykstra. There was no further discussion by the Board. The Board unanimously approved. MOTION CARRIED.

Wendy Davis, Vice President for Human Resources, introduced Tom Lehr and Matthew Miles; Jim Nosek, Respiratory Therapy Program Coordinator, introduced Denise Kruckenberger; Belinda Burnett, Director of Aviation Programs, introduced Peter Pototsky; and Wendy Davis recognized Ron Hyde and Frank Dykstra. Mr. DiPeso welcomed them all to Cochise College.

3.02 Intergovernmental Agreement (IGA) with the Cochise Technology District to Provide Certified Nursing Assistant Instruction

Mr. Nelson moved and Dr. Eaton seconded a motion to authorize the college president to execute an Intergovernmental Agreement with the Cochise Technology District to provide Certified Nursing Assistant instruction to their students. There was no further discussion by the Board. The Board unanimously approved. MOTION CARRIED.

3.03 First Amendment to the Intergovernmental Agreement (IGA) with the Sierra Vista Fire Department (SVFD) to Provide Tuition Remission to the SVFD Employees Taking Paramedicine Courses

Mr. Nelson moved and Mrs. Strain seconded a motion to authorize the college president to execute an Amendment to the Intergovernmental Agreement with the Sierra Vista Fire Department to provide tuition remission to SVFD personnel. There was no further discussion by the Board. The Board unanimously approved. MOTION CARRIED.

3.04 New Governing Board Policy 303 – President Succession

Dr. Eaton moved and Mr. Nelson seconded a motion to approve the new Governing Board Policy 303 – President Succession, as presented. There was no further discussion by the Board. The Board unanimously approved. MOTION CARRIED.

3.05 Academic Calendar for 2014-2015

Mr. Nelson moved and Dr. Eaton seconded a motion to approve the proposed 2014-2015 Academic Calendar. There was no further discussion by the Board. The Board unanimously approved. MOTION CARRIED.

4. COMMENTS FROM GOVERNING BOARD MEMBERS

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

- Mrs. Strain inquired about the impact on the loss of Coconino's bond election, and about two trustees being under recall at Central Arizona after voting in a small tax increase. She informed the Board she attended the Arizona Town Hall on Early

Childhood Education a few weeks ago at the Grand Canyon, and there was a huge amount of talk about the linkage of early childhood education to higher education, specifically community colleges. She also shared that she presented at a national conference called Build, on the rural experience of early childhood system building. She ended by stating she is looking forward to the work session on November 25th; she will send the agenda out tomorrow, and asked Board members to send her any items they may wish to include. Dr. Rottweiler requested that an item be added relating to potential opportunities we may have in our aviation department.

- Mr. Nelson thanked the leadership for their presentations, adding that these presentations are really helpful.

5. ADJOURNMENT

Mr. DiPeso adjourned the meeting at 7:45 p.m.

Respectfully Submitted:

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

Mr. David DiPeso, Secretary of the Governing Board