

MINUTES

COCHISE COUNTY COMMUNITY COLLEGE DISTRICT GOVERNING BOARD REGULAR MEETING

Tuesday, October 14, 2014
Sierra Vista Campus
6:00 p.m.

1. GENERAL FUNCTIONS

1.01 Call to Order

Mr. DiPeso called the meeting to order at 6:02 p.m.

Board Members Present:

Mr. David DiPeso
Dr. John Eaton
Mrs. Jane Strain

Board Members Absent

Mr. Don Hudgins
Mr. Dennis Nelson

1.02 Pledge of Allegiance

1.03 Adoption of Agenda

The agenda was adopted as published.

1.04 EXECUTIVE SESSION

Mrs. Strain moved and Dr. Eaton seconded a motion to enter into Executive Session pursuant to A.R.S. §38-431.03 (A) (4) – Discussion or consultation with the attorneys of the public body in order to consider its position and instruct its attorneys regarding the public body's position regarding contracts that are the subject of negotiations, in pending or contemplated litigation or in settlement discussions conducted in order to avoid or resolve litigation. There was no further discussion by the Board. The Board unanimously approved. MOTION CARRIED.

The Board entered into Executive Session at 6:03 p.m. Mr. DiPeso adjourned the Executive Session at 6:41 p.m., and reconvened the regular meeting at 6:42 p.m.

NO ACTIONS WERE TAKEN DURING THE EXECUTIVE SESSION.

1.05 Citizen's Interim

There were no requests to address the Board.

1.06 Standing Reports

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

An AADGB report was not provided as Mr. Nelson was not in attendance at this evening's Governing Board meeting.

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

Mrs. Strain stated she, Dr. Eaton, and Mr. Nelson will be attending the Annual Leadership Congress in Chicago the week of October 20, 2014, the theme of which will be "Winds of Change". This will be a full week of workshops, break-out sessions, keynote speakers, and interesting dialogue.

1.06.3 Senate

Jennifer Graeme, Director of Talent Management and a member of the Senate, provided the report. She stated the Senate met on September 26th and reviewed two policies; one of which is a newly proposed policy, Academic Nepotism, which was moved forward in the process, and amended draft Policy 636, Tuition Exemption and Reimbursements. Amendments to this policy are to be considered, and it was returned to senior administration.

1.06.4 Student Government Association (SGA)

Blake Suarez, SGA President, turned the floor over to the other SGA officers to introduce themselves; Andi DeBellis, the new SGA Advisor, Will Hill, Vice President, Nancy Fossgreen, Social Events Coordinator, Daniel Hampel, Treasurer, and David Mack, Secretary. He then welcomed Ms. DeBellis as the new SGA Advisor and stated he looks forward to working with her in the future. Mr. Suarez began his report by stating the SGA has been very busy so far, participating in the Arizona Town Hall Leadership, their Back-to-School Bar-B-Q, the Club Fair, as well as participating in the celebration of the 50th Anniversary of Cochise College at the Twist and Shout concert. They are currently working on "The Haunted Union", which will be held on Halloween in the Student Union. They are reaching out to the local schools and the community to get a maximum amount of people to participate in this event. This will offer a safe environment not only for college students, but is an opportunity for families and friends to enjoy themselves instead of having to worry about where their kids are on Halloween. Mr. Suarez added that, as the SGA, they hope to provide the student body with even more opportunities to express their ingenuity and imagination through their club activities. He stated he will have a more detailed report the next time the Sierra Vista SGA presents at the Board meeting (in December).

1.06.5 College President

Dr. Rottweiler stated we're in election mode, so not a lot is happening policy-wise; however, we are seeing a continuing concern about a growing 'perceived' deficit. Part of the reason he said 'perceived' is because the governor's office began doing budgets on three-year cycles – looking out three years and making sure they weren't promising something this year that would push them into deficit in three years. It's

not that the state isn't growing, it's just not growing at the rate that was projected. Concerns happening now are in FY 15 – the first time we're seeing tax cuts that came out of the Jobs Bill, which is in the hundreds of millions of dollars, that is lost revenue to the state. We will see more of those things kick in over time, and will most likely see lots of interesting things in the newspaper related to what the two potential governor candidates are going to do. Dr. Rottweiler ventured to say it would not be a good time to move into the governor's mansion, as there will be some serious financial situations, much around the k-12 lawsuit.

Dr. Rottweiler presented the Board with a framed proclamation (in recognition of the college's 50th Anniversary) he received from the District 14 delegation, Senator Gail Griffin, Representative David Stevens, and Representative David Gowan. They actually provided two proclamations, one which will be displayed on the Sierra Vista campus and one will be displayed on the Douglas campus. They have agreed to host us during a session, to take a joint resolution in both chambers, recognizing Cochise College's fifty years. Once the date has been set, it is Dr. Rottweiler's intent to take the Student Government Association leadership to be recognized on the floor.

Even though we are in an election cycle, Dr. Rottweiler stated the business of the colleges continues. He provided the Board with a copy of the letter that was sent to the governor's office, sent out under the pen of Dr. Glenn Mayle, who is the president of the President's Council (AC4), requesting funding for the community colleges. The letter follows statutory formulas and establishes the community college's requests. Assuming the formulas were to be fully funded, we will see a decrease in M & O, a slight increase in equalization, and a decrease in STEM funding. One of the things they feel really good about is the fact that they worked so hard to get STEM funding back in the budget, and it will at least be part of the base moving forward. They weren't able to get Maricopa and Pima fully funded in STEM, but there is a recognition of that. There will be a strong push coming out of Maricopa to insure that they are fully funded, and we will see where that goes.

Dr. Rottweiler reported that AC4 met last Thursday, October 9th. They are working to address the potential budget shortfall in the state, which is part of the legislative work. He made the Board aware that they have officially hired Mr. Jack Lunsford, whose official title will be CEO. He is currently the special assistant to the mayor of Phoenix, doing work in areas of k-12, economic development, and other initiatives within the city. In addition to being the former president and CEO of Westmarc, he also has a significant history in media and communications, and he was previously the Arizona legislative and government affairs executive with Maricopa Community College District. Dr. Rottweiler stated Mr. Lunsford will do a great job, and he is looking forward to meeting and working with members of the district governing boards.

Regarding master facilities planning – for the most part, all of our facility related projects for the summer are now complete, and we are starting to work on next year's projects. We're making preparations for our 50th graduation, which will be held on the Douglas campus. The plan is to move commencement to the mall location, where the Twist and Shout celebration was held. We will do some paver expansion, and bring in some permanent lighting and sound, or at least have the ability to have that in place. This work is being done under the leadership of Frank Dykstra, as well as Tad Patton. Work continues on deferred maintenance on the

Douglas campus, including bringing the rest rooms up to ADA standards, HVAC, and landscaping.

Dr. Rottweiler informed the Board that we just had a group return from the National Council for Marketing and Public Relations (NCMPR) caucus, where we entered six elements for judging. He was proud to relate that we received awards in five of those categories – two gold awards - one for the 50th Anniversary Logo, and one for the M and M Campaign, recognizing March and May as times to complete paperwork for financial aid; two silver awards – one for the “Meet Colin” postcard (Colin Shannon is our recruiter), and one for the Accolade, which is a publication put out by the Foundation; and one bronze award for the logo for the Cochise College Creative Writing Celebration. Dr. Rottweiler wanted the Board to be aware of the outstanding recognition we’re seeing come from national organizations, recognizing the emphasis we’ve put into our marketing and external relations. This is part of our overall concept of ‘everything speaks’, the things we produce and send out to the public – we want to be well recognized.

In his general comments, Dr. Rottweiler directed the Board’s attention to an article that appeared in the Vail Voice where the college, specifically the Benson Center, was recently recognized. The article outlined the things happening at Cochise College, and also included the Cochise Combo on the Douglas Campus, our outstanding nursing and allied health program, and encouraged the citizens within their community to look southeast rather than northwest when it comes to their educational needs.

Dr. Rottweiler shared information with the Board on the recent trip he, Dean Beth Krueger, and Department Chair Edmund Priddis took to Walla Walla Community College. He stated it was a wonderful opportunity to go to one of the Aspen prize winners (this is one of the colleges that was awarded \$1M). They are doing some unique things in the area of water and agriculture, and it was an opportunity to share best practices. He informed the Board that they will see some things come out of the budget development process, things that he feels are strategic initiatives, our ideas, and things we have seen, not only during the visit to Walla Walla Community College, but also during a visit to Northwest Michigan College a couple years ago. He will continue to try to take some in leadership positions and faculty to visit other colleges; he believes it’s a great way to learn about what other places are doing, and it becomes very much professional development for him to see and understand the way things are being done. He stated he returned from the trip re-energized in some of the areas he thinks we can invest in. He added that the most alarming are for him, and one that we need to work on, is the fact that we just don’t have an abundance of industry in our county. In watching some of these community colleges serve their communities he has come to the conclusion that we have to help generate some industries in our communities across the county. Part of what we’re working on in the Strategic Think Tank is, what are some of the things we can do to help stimulate economic development or industry that fits in each of those communities. He stated he found the visit to Walla Walla very refreshing.

Dr. Rottweiler stated we’ve had some wonderful 50th Anniversary events, and he thanked the Board for their participation in the Founder’s Dinner and the two Twist and Shout events. We’ve had a number of Brown Bag events, and last Thursday we hosted the Pit Fire. The attendance at each of these events was very good despite rain, which was basically present at each one. The morning of the Pit Fire, two hundred tons of rock had to be brought in so that people wouldn’t sink knee-deep in

the mud. He added that this was easily the best attended Pit Fire, with 600 – 700 people in attendance from across the county.

Open Employee Forums will be held this Thursday, October 16th, on both the Douglas and Sierra Vista campuses. Dr. Rottweiler stated he will begin the process of talking about budgeting for 2015 and accreditation (October 2015). This will be done under a new system; Dr. Fick and a number of committees are working to put it together. He will use the open forums as an opportunity to address some of those issues, and well as to hear any concerns or suggestions from our employees.

Dr. Rottweiler stated he is looking forward to the opportunity of traveling with three Board members to the ACCT meeting in Chicago. A special meeting will be held – Governance Institute for Student Success (GISS); it will be important to participate in this because there are mixed feelings coming out from each of the rural community colleges. Dr. Eaton stated he received email correspondence from ACCT regarding the GISS. Dr. Rottweiler stated he forwarded to each Board member, the request that came to him from ACCT requesting the president and the Board Chair attend a one-hour ‘kick-off’ meeting. He informed Ms. Polonio that the Chair would not be attending the meeting; however, he would have three other Board members attending, and he would be pleased to have one of them join him. He left it up to the Board to decide which one would accompany him. He stated the Board would not take action on whether they would participate in the GISS until the November Board meeting. He emphasized that the commitment would be fairly significant.

Mrs. Strain inquired if a reception will be held for Mr. Lunsford. Dr. Rottweiler stated there would be a public roll-out, and a public announcement will be made.

1.06.6 Monthly Financial Reports – September 2014

The Financial Report for September 2014 was presented and accepted as submitted.

2. INFORMATION ITEMS

2.01 Communications

- Dr. Rottweiler received a letter from James A. Hewlett, Professor of Biology at Finger Lakes Community College, and Executive Director of the Community College Undergraduate Research Initiative (CCURI), acknowledging Cochise College’s participation in the CCURI National Conference and Poster Session.
- Mr. Robert Mucci, Business Analyst in the Small Business Development Center, received electronic correspondence from Ms. Sylvia Nunez, Contract Specialist for the USDA Forest Service, Coronado National Forest, thanking him for his assistance with getting documents onto their SAM.gov program.
- The college received a letter from Jarrett Croft, Executive Director of the Boys & Girls Club of Sierra Vista, expressing his appreciation for the support and use of the Cochise College Automotive Technology Center for the 3rd Annual “Kars for Kids” event held there on September 13, 2014.
- Dr. Rottweiler received a letter from Senator John McCain in recognition of the 50th Anniversary of Cochise College.

2.02 Liberal Arts Communications and Celebrations

Mr. Chuck Hoyack, Dean of Liberal Arts, provided the Board a handout to accompany the PowerPoint presentation he provided. He began his report by sharing what's new in Liberal Arts. He stated that the Liberal Arts department will be sending out a newsletter every other week that includes events and activities that are taking place that the liberal arts are involved in. They are also trying to celebrate the achievements of some of their people. Just a couple of issues have gone out so far, and they've been well received.

Mr. Hoyack shared highlights of some of the events the Liberal Arts department has had so far this semester.

- On September 17th, the Old Pueblo Archaeology Center hosted a presentation made by Becky Orozco, History and Anthropology instructor, entitled "Chiricahua Apaches in Myth and History".
- On September 20th, Ceci Lewis, English instructor, produced and provided the presentation, "Leaving a Legacy: Women of Mexican Descent in Douglas, Arizona, 1920 – 1940" at the Douglas-Williams House Museum, honoring 15 women from the Greater Douglas area for their contributions to the community. Mr. Hoyack hopes to have this presentation given on both the Sierra Vista campus and the Douglas campus at some point in the near future.
- Prior to their concert on the Douglas campus, Twist and Shout band members participated in a one hour workshop with music instructor Lori Keyne, her students, and members of the community, speaking about their careers and what it takes to become a musician. Mr. Hoyack stated their participation in this workshop was greatly appreciated.
- The Pit Fire Festival was held on the Douglas campus on October 9th and was a big success. Mr. Hoyack stated it was the 'biggest and the best' with the best attendance yet.
- On October 10th and 11th, Art instructor David Altamirano organized and held the 1st Annual Street Art Festival at the Wal-Mart in Douglas. While this doesn't sound very glamorous, he encouraged everyone to drive by Wal-Mart to see the wonderful work that was done. The theme was Celebrating Education in the Arts. Mr. Altamirano also took one of his painting classes this past summer and volunteered to paint the walls of the Douglas Food Bank in artistic style.
- For Hispanic Heritage Month, Tanya Biami, Chair of Fine Arts, is coordinating the first showing of the Cesar Chavez film, which will be shown on October 15th in Sierra Vista, October 16th in Douglas, and October 17th in Bisbee. Photography instructor Cathy Murphy, who was Mr. Chavez's personal photographer in the 1960's and 1970's, will be displaying photos and sharing personal insights on that time.
- On October 20th, the Santa Cruz Center will be celebrating International Literacy Day and National Day on Writing. English instructor Jana Rivers-Norton has organized a story-telling contest, and students of the center and their family members can submit a story, the theme of which is "The Importance of Family". This is a wonderful opportunity to bring community members together at our educational facility in Nogales to do something good, promoting literacy.
- Native American Heritage will be held on November 18th on the Sierra Vista campus. Ms. Biami has organized a number of presentations and activities that will be taking place, including a dance exhibition by the Redhouse Dancers, presentations on Navajo Code Talkers, Native voices in Hollywood, drum-making, and rug-weaving. Additionally, there will be a documentary showing, along with a panel discussion, on the history of the Chiricahua Apaches.

In the area of achievements and celebrations, Mr. Hoyack stated that, as part of a gala held by the University of Arizona at the Gadsden Hotel in Douglas, Dave Pettes, our Sociology instructor, was congratulated and acknowledged for his many years of service to Cochise College.

Mr. Hoyack then stated that the college actually has three instructors who have published books since mid-summer, one of which is English instructor Jay Treiber. He said he has known Mr. Treiber since 1993, and during that time Mr. Treiber has commented numerous times that one day he was going to write the great American novel. He has never published a novel until this year. *Spirit Walk* is set in Cochise County, and is a wonderful read. It is “thrilling and elegant . . . about the far-reaching effects of our decisions, and our irrepressible desire to undo the worst of them . . . *Spirit Walk* will leave you breathless until the final page.”

Mr. Hoyack stated this is just a snapshot look at a few events and achievements of the Liberal Arts department and some of the things they're putting out in the newsletter. The next edition will be going out in the next coming week. He encouraged those who would like to receive it to contact him and he'd be happy to include them. There will be much more good things to come! On behalf of the Liberal Arts department, he thanked the Governing Board and Dr. Rottweiler for their time and support.

Dr. Eaton inquired about what Liberal Arts is doing in the area of music. Mr. Hoyack replied that they have an improvement plan that is underway involving the music program. They have deleted some of their courses, and they are looking to revise some of their curriculum. They need to take a long look at enrollments, at students who are or are not completing the degree, or if the degree is even viable any longer. He doesn't believe it is, and he thinks decisions need to be made about the department in the very near future. Mr. DiPeso, in speaking about liberal arts, announced that the Amerind Foundation is holding their October Fest this weekend, where an Apache celebration will take place with dancers, native food, story-telling, etc. He invited all to attend.

3. NEW BUSINESS

3.01 Consent Agenda *

The following items were approved:

- 3.01.1 * Classified; Appointment (*Bridgett Huish, Graduation Technician, Sierra Vista Campus*)
- 3.01.2 * Administrative Support; Appointment (*Karen Dale, Director of Continuous Improvement, District-wide*)
- 3.01.3 * Administrative Support; Appointment (*Andi DeBellis, Student Government Advisor and Activities Manager/Recruiter, Sierra Vista Campus*)
- 3.01.4 * Administrative Support; Appointment (*Michelle Landis, Controller, District-wide*)
- 3.01.5 * Administrative Support; Appointment (*Stephanie Thomas, Instructional Designer, District-wide*)
- 3.01.6 * Classified; Transfer (*Brian O'Brien, Facility Services Supervisor, Sierra Vista Campus*)
- 3.01.7 * Administrative Support; Reclassification (*David Gage, Director of Finance, District-wide*)
- 3.01.8 * Classified; Resignation (*Brenda Farbo, Department Assistant, Willcox Center*)
- 3.01.9 * Administrative Support; Resignation (*Matthew Miles, Director of Fort Huachuca, Fort Huachuca Center*)

- 3.01.10 * Classified; Retirement (*Alan Heidenreich, Instructional Media Technician I, Sierra Vista Campus*)
- 3.01.11 * Classified; Retirement (*Owen Hill, Facility Services Supervisor, Sierra Vista Campus*)
- 3.01.12 * Intergovernmental Agreement with the City of Douglas to Continue to Operate Transit Services to the Douglas Campus
- 3.01.13 * Acceptance of Minutes for August 2, 2014 – Retreat Minutes
- 3.01.14 * Acceptance of Minutes for September 9, 2014 – Regular Meeting

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

Jennifer Graeme introduced Andi DeBellis, Bridgett Huish, and Michelle Landis. Dr. Rottweiler stated that the college continues to be very successful in bringing in wonderful candidates; each of these are in strategic areas. Ms. DeBellis will take over the position from Jenn Wantz. We continue to try to emphasize student engagement, as we know that student engagement is directly linked to student success. The new graduation clerk position is part of Dr. Fick's initiative for student completion. Dr. Rottweiler jokingly stated that our new controller is going to bring in the strategic initiative allowing the president to spend the same dollar three times instead of twice – which is bound to be very strategic!

3.02 Airport Development Grant to Design the Rehabilitation of the Flight Line Apron and the West Apron for the Improvement of the Cochise College Airport

Dr. Rottweiler stated that the Board has seen a number of these ADOT grants come before them over the past couple years. We did a \$1.7M increase to do the runway and lighting. We just approved, for this fiscal year, a \$1.3M grant, in which we had to contribute 10%, for construction of the taxiway and connecting runway points, both of which were planned. Under the current financial situation around the state, there were some entities that were unable to come up with resources to do the 10% match, and because of that, the college was asked if we wanted to jump next year's project a year ahead. This is coming to the Board now - \$180,000 for the design of the flight line apron and other areas. This will request, from the Board, the acceptance of that grant, and a request to utilize \$18,000 out of our STEM funding for this fiscal year, which was originally going to be next year's project. Dr. Rottweiler stated this is a great opportunity for us to continue with those initiatives. He added that we fell behind for a number of years on the Douglas airport because we fell out of favor and were not eligible for these ADOT grants. Five years ago, it was one of the Board's initiatives to get this back on line. They have now seen millions of dollars come to the college. He recommended the Board approve the ADOT grant and using \$18,000 out of STEM funding for the design and rehabilitation of the flight line apron and west apron at the Douglas campus airport. Dr. Eaton moved and Mrs. Strain seconded a motion to approve the additional \$180,000 grant from ADOT, matched with \$18,000 from the college for the design to rehabilitate the flight line apron and the west apron at the Douglas Campus Airport, and authorize the Vice President of Administrative Affairs to execute all related design agreements necessary to complete the apron design project. There was no further discussion by the Board. The Board unanimously approved. MOTION CARRIED.

3.03 Proposed Governing Board Meeting Schedule for 2015

Dr. Rottweiler stated this schedule follows the normal calendar of the second Tuesday of each month, with the exception of the February meeting, which was moved to the first Tuesday to accommodate the ACCT Legislative Summit, and the October meeting which

was moved to the first Tuesday to accommodate the ACCT Leadership Congress. He added that the Board may adjust this schedule, but it allows us to plan the meetings for the next calendar year. Mrs. Strain inquired if work sessions would be added in routinely. Dr. Rottweiler stated he has a working calendar that he uses to schedule when certain items are to be brought to the Board, and there are three work sessions built into that calendar; one in January around Board orientation and self-evaluation, one in April around the budget presentation, and one typically in September, which is to be determined. His calendar also shows four quarterly investment committee meetings. He would be pleased to provide this to the Board so they can be aware of key items coming up, i.e. Provost's Report, Liberal Arts report, dean's reports, etc. Work session schedules are not Board approved; however, we hold those upon the Board's request, and are based upon the Board's action item which establishes the Board calendar. Board retreats are planned using a separate process. Mrs. Strain moved and Dr. Eaton seconded a motion to approve the regular Governing Board meeting schedule for calendar year 2015. There was no further discussion by the Board. The Board unanimously approved. MOTION CARRIED.

3.04 Termination and Release Agreement

Dr. Rottweiler brought to the Board a termination and release agreement. The college entered into an agreement with Avenger Flight Group to provide an Airbus 320 flight training device in February 2014 that called for the delivery of the device, which has not occurred. In consultation with Avenger, we are requesting a release. A contract has been penned that has been deemed agreeable by the Board's attorney (which is the county attorney). Dr. Rottweiler recommended the contract to the Board for approval. Dr. Eaton moved and Mrs. Strain seconded a motion to approve the termination and lease agreement with Avenger Flight Group. There was no further discussion by the Board. The Board unanimously approved. MOTION CARRIED.

4. COMMENTS FROM GOVERNING BOARD MEMBERS

- Dr. Eaton stated that the 50th Anniversary celebrations were well handled. He thinks that all who came back to enjoy them really did.
- Mrs. Strain stated she is excited about the construction of the pathway. Dr. Rottweiler stated this is the 'path to higher learning' that runs between Buena High School, through U of A South, through Cochise College and down onto Colombo and then back to Charleston. It will be a nice addition, and a wonderful way for people to work their way through the college, as well as for students to be able to come over to take classes while they're at Buena.
- Mrs. Strain inquired, in preparation for the accreditation process a year from now, will someone inform them of the Board expectations. Dr. Fick stated that this could be arranged.
- Mr. DiPeso then asked if the process will be similar to what they did the last time. Dr. Rottweiler stated that he isn't quite certain at this time. He reviewed the previous accreditation process, as well as what he did know about the upcoming process.

5. ADJOURNMENT

Mr. DiPeso adjourned the meeting at 7:48 p.m.

Cochise College Regular Governing Board meeting
Tuesday, October 14, 2014

Respectfully Submitted:

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

Dr. John Eaton, Secretary of the Governing Board