

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, April 12, 2016, at 6:00 p.m., in the Horace Steele Conference Room, Andrea Cracchiolo Library, 901 Colombo Avenue, Sierra Vista, AZ 85635.**

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 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 District Governing Boards (AADGB)

Mrs. Strain will provide a report on the Arizona Association of District Governing Boards (AADGB).

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

Mrs. Strain will provide a report on the Association of Community College Trustees (ACCT).

- 1.05.3 Senate
A member of the Senate will provide a report.
- 1.05.4 Student Government Association (SGA)
The Sierra Vista Student Government Association will provide a report.
- 1.05.5 College President
The President will provide:
- *Legislative Update*
 - *Master Facilities Plan Update*
 - *General Comments*
- 1.05.6 Monthly Financial Report – March 2016
The Governing Board will review the Financial Report for March 2016.

2. INFORMATION ITEMS

INFORMATION

- 2.01 Communications
The college received the following communications:
- *Dr. Rottweiler received a letter from Mr. Arlo T. Janssen, commending Mrs. Denise Hoyos on her presentation at the meeting of the Low Vision Support Group held on Tuesday, March 29, 2016 in Sierra Vista. He added that it appears to him that Cochise College is serving the county quite well in every aspect.*
 - *Dr. Rottweiler received a letter from Terrie M. Gent, Chairperson of the 2016 High Desert Gardening and Landscaping Conference, extending an exuberant thank you to Jenn Wantz, Facilities/Events Coordinator, for her support of their conference, as well as to 'Chef Chris' of A'viands.*
- 2.02 NISOD Award - 2016
Dr. Verlyn Fick, Vice President for Instruction/Provost, will announce the 2016 NISOD Award recipient.
- 2.03 Adult Education Program Update
Susan Morss, Director of Adult Education, will update the Board on a pilot project they have been running this year. Students in the Career Infused ELAA (English Language Acquisition for Adults) class will share their stories, and the director will inform the Board on changes to the GED test and how the changes are improving student success.
- 2.04 Human Resources Annual Report
Dr. Wendy Davis, Vice President for Human Resources, will provide an update, which will include a faculty and staff profile, demographics analysis, and compensation study information.
- 2.05 Governing Board Policy 634 – Disability and Injury Program
The proposed amendments include the continuation of insurance coverage as an “active employee” for an employee using paid time off, general cleanup of language and formatting, and represent our effort to ensure policies are clear, understandable and align with practice.

- 2.06 Governing Board Policy 637 – Contract Renewal
The proposed amendments reflect general cleanup of language and formatting, and represent our effort to ensure policies are clear, understandable and align with practice.
- 2.07 Governing Board Policy 638 – Non-renewal of Contracts
The proposed amendments reflect general cleanup of language and formatting, and represent our effort to ensure policies are clear, understandable and align with practice.
- 2.08 Governing Board Policy 639 – Reduction in Force
The proposed amendments reflect general cleanup of language and formatting, and represent our effort to ensure policies are clear, understandable and align with practice. In addition, language has been added to credit accumulated years of service if the individual is rehired into the same position.
- 2.09 Governing Board Policy 642 – Probationary Employees
The proposed amendments reflect general cleanup of language and formatting, and represent our effort to ensure policies are clear, understandable and align with practice.

3. 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.

- 3.01 Consent Agenda *
- 3.01.1 * Classified; Appointment (*Debra Catten, Executive Administrative Assistant, Human Resources, Sierra Vista Campus*)
 - 3.01.2 * Administrative Support; Appointment (*Debra Craig, Accountant, Sierra Vista Campus*)
 - 3.01.3 * Classified; Resignation (*Paul Teza, Facilities/Customer Service Assistant, Benson Center*)
 - 3.01.4 * Classified; Resignation (*Juliet Wimp, Division Assistant, Office of Institutional Effectiveness, Sierra Vista Campus*)
 - 3.01.5 * Administrative Support; Resignation (*Tom Lehr, Student Success Coach, Sierra Vista Campus*)
 - 3.01.6 * Administrative Support; Resignation (*Bob Mucci, Business Analyst, District-wide*)
 - 3.01.7 * Administrative Support; Retirement (*Mark Dottle, Director, Fort Huachuca Center, Fort Huachuca*)
 - 3.01.8 * Administrative Support; Retirement (*Bruce Richardson, Dean of Business and Technology, District-wide*)
 - 3.01.9 * Faculty; Non-Renewal of Contract (*Darren Allen, Instructor, Mathematics, Santa Cruz Center*)
 - 3.01.10 * Acceptance of Minutes for March 8, 2016 – Regular Meeting
- 3.02 Placeholder – Classified Appointment – Grounds Technician II, Douglas Campus
The administration anticipates bringing forward an applicant's name for hire and requests the Board adopt a motion to approve the hiring of the recommended candidate for Grounds Technician II, Douglas Campus.

- 3.03 Fiscal Year 2016 – 2017 Personnel Listing
The administration requests the Board adopt a motion to approve the personnel listing containing the names of employees to be issued employment contracts for the ensuing fiscal year, as presented.

4. COMMENTS FROM GOVERNING BOARD MEMBERS

Mr. Nelson will turn the time over to Board members to provide comments/share information.

5. 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.

If any disabled person needs an accommodation, 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, Loretta Mountjoy, certify that this notice of public meeting, prepared pursuant to A.R.S. §38-431.02, was posted on the 8th day of April, 2016, at 4:30 p.m. o'clock.

Loretta Mountjoy
Loretta Mountjoy, Executive Assistant
Office of the President