

## MINUTES

### COCHISE COUNTY COMMUNITY COLLEGE DISTRICT GOVERNING BOARD REGULAR MEETING

Tuesday, April 12, 2016  
Sierra Vista Campus  
6:00 p.m.

#### 1. GENERAL FUNCTIONS

##### 1.01 Call to Order

Mr. Nelson called the meeting to order at 6:25 p.m.

##### **Board Members Present:**

Mr. Dennis Nelson  
Mr. David DiPeso  
Mrs. Jane Strain  
Mr. Danny Ortega  
Mr. Tim Quinn

##### 1.02 Pledge of Allegiance

##### 1.03 Adoption of Agenda

Mrs. Strain requested Consent Agenda items 3.01.7 and 3.01.8 be pulled for separate discussion. With these exceptions, the agenda was adopted as presented.

##### 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)**

Mrs. Strain stated she attended the March 10, 2016 AADGB meeting, which was held at the Maricopa Community Colleges system in Phoenix. Two new topics were discussed, a) trustees visiting each other's Board meetings, and 2) trustees attending the AC4 meetings. She stressed that these were just for discussion, and no votes were taken. A key topic discussed (and voted on) was to support the next GISS being held on September 9, 2016. Mrs. Strain stated the next AADGB meeting is scheduled to be held on May 6, 2016, again at the Maricopa Community Colleges system.

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

Mrs. Strain stated the ACCT National Leadership Summit (NLS) will meet October 4 – 11, 2016, in New Orleans. Sub-committees will begin meeting on October 4 (Diversity Committee meetings, Board of Director's meetings, and Regional Caucus meetings) and will be followed by the actual NLS meetings. Dr. Rottweiler encouraged Board members to contact his office if they are interested in attending the summit.

### **1.05.3 Senate**

Jennifer Graeme, Director of Talent Management, stated the Senate met on March 25, 2016, and reviewed and approved a number of policies, which are on this evening's agenda for Board review and consideration.

### **1.05.4 Student Government Association (SGA)**

Jose Cardona, Secretary of the Sierra Vista SGA, provided the report. He stated this is one of the biggest weeks the SGA has. On Wednesday, April 13, they will be hosting the Sierra Vista 'Take Back the Night' event. This event is to spread awareness of, and prevent sexual relationships and domestic violence in all forms. On Friday, April 15, they will be conducting interviews for the 2016-2017 academic year SGA officers. On the morning of Saturday, April 16, they will be joining the NAMI March for Mental Illness. On Saturday evening, they will be hosting their annual Red and White Banquet, recognizing the outstanding achievements of students, staff, clubs, and faculty members. They will be winding down the remainder of the month with their final game day and final stress relief activities.

Mr. Cardona stated this is the final Sierra Vista SGA report to the Board for the year. He will be graduating from Cochise College this year, and he thanked the Board for being part of his experience here at the college.

Mr. Nelson thanked the SGA for being part of the Board's experience.

### **1.05.5 College President**

Dr. Rottweiler began by thanking the Board for coming in an hour earlier to attend the budget work session. He stated it's very valuable to senior administration to hear their thoughts and feedback. It should, in theory, speed up future Board meetings as they will already have much of the detail.

Regarding legislative updates, Dr. Rottweiler informed the Board that on March 24<sup>th</sup>, the governor signed Senate Bill 1322, Community College Expenditure Limitations. We are extremely pleased this has occurred, as this has saved some of our sister schools. However, it has come with some consequences. He then provided the Board with the most recent ATRA newsletter, with the headline, "Legislature Dilutes Constitutional Expenditure Limitations", and they bemoan the fact that the community colleges were successful in doing this. He also informed the Board that ATRA has reached out to Cochise College and plans to come and have a special meeting with administration, primarily with Vice President Schiers' staff. They plan to bring their major taxpayers, having invited people from Southwest Gas, APS, and Freeport

MacMoran. Mr. Nelson inquired if they would have a citizen representative, to which Dr. Rottweiler replied, no.

Dr. Rottweiler stated the legislature continues to work through the 1% constitutional cap. He thinks we'll get budget language that will take the community colleges out of it, so we should be find there. He added that he would be happy to answer any questions the Board may have.

Two other areas that the Board have seen occurring include:

- The firearms bill – this is apparently going to work its way through. This firearms bill only deals with Boards having no authority to dictate/mandate no firearms in public rights-of-way. The community colleges put language in there, and Dr. Rottweiler believes we are fine as none of the community colleges have public rights-of-way through their campuses. The universities are not as pleased with the bill.
- The free speech zones bill is a Rep. Kearn bill, and we are following this closely. It may not make it through the process; there is pressure coming out of the governor's office and the speaker, as well as from presidents. They are reminding everyone that last year at this time, they were already through, and they would like to be through now.

The budget process seems to be moving fairly quickly. There were some initial numbers leaked; they are not sure exactly where those are at, but suffice it to say that, at this point, community college funding, as proposed in the governor's budget, seems to be fairly solid; however, that could change at any moment.

In the area of master facilities, Dr. Rottweiler provided the Board with a Downtown Center update. He encouraged the Board to schedule a tour as we are making great progress, and he provided the Board with photos of the progress being made. He is very excited about things that are happening there. He had the opportunity to tour the facility last week with Mrs. Strain and Dr. John Eaton, who was visiting the area and wished to see the facility. He reiterated that the game changer is that this allows us to talk about the domino effects - phases one and two, that are topics we could never really have before. Part of the reason for discussion on the innovation fund was that we'll have the opportunity to potentially do some game-changing programs in that facility that we just didn't have before because we didn't have the facilities. Mrs. Strain inquired about tours - Dr. Rottweiler stated we will have a grand opening and an open house that will be open to the community as we get a little closer. The last thing we want to do is slow down construction – we really need the facility completed so we can move in prior to the start of the fall semester.

In his general comments, Dr. Rottweiler stated he held Employee Open Forums on Thursday, April 7 on both the Sierra Vista and Douglas Campuses, where he presented the budget work session document so employees have an understanding of what is being proposed to the Board. There was no push-back, and his perception was that they felt good about things that are happening.

Dr. Rottweiler informed the Board of upcoming events:

- Commencement on May 13<sup>th</sup>.
- NAMI March for Mental Health on Saturday, April 16
- Sierra Vista Economic Outlook Luncheon on Thursday, April 21

- The AZTransfer Conference and 20<sup>th</sup> Anniversary Celebration will be held in Scottsdale on April 22 and 23. Dr. Rottweiler has been asked to sit on a President's Panel talking about transfer and what it means. The colleges and universities are working closer together now than they probably ever have in the history of higher education in Arizona.
- The Hall of Fame Induction Dinner will be held Saturday, May 7<sup>th</sup> at 4 p.m. on the Sierra Vista Campus. This year's inductees are Mr. Mark Battaglia, Mr. Ray Levra, and Dr. Mary Lee Shelden.
- Graduation activities include:
  - GED Recognition Ceremony
  - Nurses Pinning on May 12<sup>th</sup>, at 7 p.m., on the Sierra Vista Campus
  - Cochise College 51<sup>st</sup> Commencement on Friday, May 13<sup>th</sup>, at 7 p.m., on the Sierra Vista Campus following the President's Reception.

#### **1.05.6 Monthly Financial Report – March 2016**

The Financial Report for March 2016 was presented and accepted as submitted.

## **2. INFORMATION ITEMS**

### **2.01 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, introduced Ms. Barbara Richardson, Director for the Benson and Willcox Centers, as the 2016 NISOD Award recipient. He stated the award is based on service to students, service to the college, and service to the community. He then read the nominating letter, and stated that for these reasons, and for many others that are unwritten, he congratulated Ms. Richardson. Dr. Rottweiler stated this is a national recognition that is issued by NISOD (National Institute for Staff and Organizational Development) out of the University of Texas at Austin. Recipients receive a medallion and have the opportunity to travel to the conference in Austin, Texas. This is a unique opportunity and one of the ways we try to recognize our outstanding employees for their efforts.

### **2.03 Adult Education Program Update**

Susie Morss, Director of Adult Education, began by thanking the Board for giving her the opportunity to speak about adult education. She stated that, in the past couple of years, she has reported on GED; tonight she will honor the English language learners, which is the other population served in Adult Ed. She began by providing an overview of Adult Education. Ms. Morss stated they were previously funded by the Workforce Investment Act. Beginning in July 2014, they have been transitioning to a new piece of legislation –

Workforce Innovation and Opportunity Act (WIOA). They began their full implementation of WIOA in 2016, and this year has been a transition year. As part of the implementation, the Department of Education, (which the federal funding streams through to the state Department of Education), offered us WIOA supplemental funding. This provided an opportunity for them to try out some other program delivery models to prepare them to be better positioned when we do the full implementation. They applied for three pilot grants and received all three. The first pilot was a post-secondary bridge program to assist more of their high school equivalency students to transition to college and training; the second was a career pathways pilot, which is what will be introduced to the Board this evening; and the third pilot was for a hybrid learning model.

Ms. Morss introduced Mr. Bob Johnson, an instructor in English Language Acquisition for Adults (ELAA). She stated Mr. Johnson has worked with a group of students, both a morning group and an evening group, to assist students who are either already employed or seeking employment, to position themselves to improve their status. Being immigrants learning English, often they are very much under-employed from what they may have previously been employed in while in their home countries.

Mr. Johnson stated he brought some outstanding students with him this evening. Some of the students are from difficult times, and often from sad and frightening situations. Some are well educated, while others are not. Some came to this country uncertain about the unexpected, but excited about the possibilities that are here. They are hard workers, some work every day of the week, some 12-hour shifts, and some two or three jobs at a time – but they never complain. They do their work and look towards a better future. They recognize the opportunities that are available to them, and they appreciate the support they get from us. They are America's new immigrants, and they come to school with a smile, ready to improve their English skills and to find better places in this country. They are terrific students in the ELAA class, and he is very proud to be their teacher. Like every one of us, they, too, have dreams and goals – with goals as his main push – some small, some big, from obtaining a driver's license to becoming an American citizen, from getting a job to starting their own business, from saving money to buying a car or even a house. His students know that dreams do come true through hard work, persistence, determination, and self-confidence. As a teacher, it's his job to help these students succeed, and he sees it working.

Mr. Johnson stated that, a few months ago, he asked his students to do a typical assignment – to write a short story about their lives. At first they were unsure, but then Mr. Johnson stated he 'sweetened the deal'. He asked them if every one of them wrote their story, and if it were put in book form and was published, would they be interested. Then, everyone was on board and were excited! However, it was not an easy task. It was an experiment in goal setting – hard work and deadlines. To write, edit (several times), proof, format, print, and deliver such a book in less than six weeks is an almost impossible task, but everyone jumped on board because it was important to them. This was the first time in their lives they were asked to share what they had gone through to come to America. It was the first time they actually had a voice that people would hear. Everyone deserves to be heard and everyone has a story to tell. Just two days prior to the deadline, right before Christmas vacation, the books were delivered. It was one of the most impressive accomplishments in their lives. They were excited and proud, as they should have been, for what they had accomplished. As a gift, in appreciation to the Board and everyone at the college, the students provided a copy of their book, "Our Stories, By the Dream Makers" to each Board member. The students introduced themselves and stated the country they

originated from. Mr. Johnson added that he had more students, but they were working and couldn't make it to the meeting this evening.

Ms. Morss stated this was kept as a secret from her for the six weeks they were working on the project. Mr. Johnson dropped hints that they were doing something big, but no one said anything. Then, they called her in and presented her with a signed copy of the book, which was very touching. The stories are heart-felt, for sure, and she thanked Mr. Johnson and the students. She added that these are the students that give so much back to us, as teachers in Adult Ed – for everything we give to them they give us back a lot more. They make us believe that what we do is really important. She encouraged the Board to enjoy the book, and to recommend it others. It can be purchased on Amazon.com and proceeds go to the Adult Ed Scholarship Fund.

Ms. Morss invited the Board to the GED Recognition Ceremony taking place on May 11<sup>th</sup>.

Regarding GED, Ms. Morss provided the Board with two handouts. The first handout included GED Performance Levels, and she stated that the GED testing service changed the performance levels beginning on January 1, 2016. From January 2014 to January 2016, 150 was the passing score. The second category showed the score of 170 as a GED with honors. Beginning January 2016, the number went to 145 as a passing score, which is being called a recalibration. The test isn't any easier – the content is exactly the same, and it's still very challenging. The GED College Ready score is 165, and they are recommending this as the credit bearing level. She is hoping the Adult Ed students wouldn't need Accuplacer, that some departments might accept the 165 as an entry level into the credit classes; however, Ms. Morss believes that would be a college departmental decision. The score of 175 is being recommended as GED College Ready + Credit, but again, it would be a college decision – these are just recommendations.

Ms. Morss directed the Board's attention to the second handout, Justification for Recalibrating of GED Passing Score. She stated the recalibration decision was made based on an 18-month data collection, which saw the percentage of students who were passing at all the other scaled scores. There was a significant increase in the percentage of passers from the 150 to 145 score. Another area was test-taker anxiety – the 150 score was scaring many students away; now, the 145 score has eased the anxiety, and a lot of students are taking the GED Ready Practice Test and are scoring likely to pass. She pointed out the information at the bottom of the page showing that, from January 1, 2016 to April 11, 2016, 25 students have taken the GED test (14 passed, 6 retroactive), compared to nine who took the test from May 1, 2015 to December 30, 2015 (7 passed). Ms. Morss stated she is seeing a lot more students willing to take the test and pass it. She added it's picking up, and the main thing is the students feel it's doable, where before they didn't think they could do it and weren't even trying.

Dr. Rottweiler stated he has taken the Adult Education and GED information to the State Board of Education, of which he is part of. A request for information about expanding and recognizing more than just the GED test should come out of the next State Board of Education meeting. He provided work done by Ms. Morss and others to give a third option to demonstrate high school equivalency by completion of a set number of college credits. This state likes to tout itself as school choice, so why wouldn't we allow school choice for adult learners as well. They could choose to take a high-stakes test such as GED, or they could demonstrate that through completion of a number of college credits. He believes there are some chances there; he's starting to see a bit of movement. The Department of

Education has not been easy to work with; they tend to be in opposition to anything the State Board requests of them.

Mrs. Strain stated this was a huge topic at the AADGB meeting on March 10, and they still need to take a position on this. Dr. Rottweiler stated the support from all the community college trustees would send a powerful message. Mr. Nelson stated a resolution was presented to the AADGB president prior to their meeting, along with a letter that had been prepared by our administrative staff, setting out the need for changes and suggestions for modifications. This will most likely be considered at the next AADGB meeting. Mrs. Strain will contact the Chair to have it put on their next AADGB meeting agenda as an action item.

There was brief discussion around the number of Adult Education students enrolled at Cochise College (Sierra Vista and Douglas), as well as in the state of Arizona. Unfortunately, the numbers are down.

#### **2.04 Human Resources Annual Report**

Wendy Davis, Vice President for Human Resources, provided the report, along with a PowerPoint presentation. She began by reviewing the average number of all employees (average numbers by payroll throughout the year) vs enrollments. Average years of service comes in at just under nine years, which is consistent with other community colleges in Arizona. Average years of service, broken down by category, is as follows: Executive, 8.11 years; Administrative Support, 8.61 years; Classified Staff, 9.16 years; and Faculty, 8.52 years.

The next slide showed a breakdown of benefited employees by age bracket. A significant number of employees are in the 50-years and older category, which is something to be aware of because out of the 98 faculty members, 60% fall into this category. Dr. Rottweiler stated we have seen a number of employees who have been here for a long period of time that have begun retiring and we have replaced them. However, we are still going to see a significant turnover; the 'graying' of the employees in community colleges is significant. Part of the reason we continue to talk about keeping our salary schedules competitive is because we know we need to replace personnel, and it becomes challenging.

The next slide showed turnover trends. Dr. Davis stated that, on average, the college's turnover rate during the last calendar year was 10%, which is just below the national average for the higher education sector at 13%. We certainly want a little bit of turnover, as we need to have fresh ideas. This does not address the number of employees we have who are following career paths within the institution, such as moving from a director position to a dean position.

The Talent Management area, headed by Jennifer Graeme, takes care of employee recruitment, and oversees employee development and employee recognition programs. Dr. Davis stated we've seen some drop-off in our number of applicants, from around 2,300 in 2014 down to 1,700 in 2015, which is consistent with our sister colleges. This didn't change the number of searches that our screening committees were performing. Our screening committees are comprised of three to seven members in most cases for our positions. Those individuals complete application and credentials reviews, we generally do a pre-screening-type interview, phone interviews via Cochise Connect – particularly for faculty and management level positions. We bring applicants on site for final interviews.

Dr. Davis reviewed the next slide and stated the Human Resources office coordinates a variety of compliance training, workshops, and technology through the IT department. They also provide soft skills, stress management, generational differences, emotional intelligence, and a variety of offerings throughout the year. She added that she recently attended an AACC meeting in Chicago, and one of the tracks she followed was an employee development track. There are a lot of great initiatives out there that could dovetail with our performance management process.

The next slide illustrated the service award trends. Ms. Davis stated that we recognize our employees, and that in addition to NISOD, the Classified employees are eligible for the ACE Award, and employees are recognized with service awards, awarded at five year increments starting at five-years, recognizing employees all the way to 45 years of service. There are a number of employees receiving five-year awards, and it trickles down as time passes, but we do have a significant number of long-term employees.

The final slide provided a faculty salary structure analysis. Unfortunately, we don't have a lot of structure analysis that we can do for administrative support and classified staff because those numbers just aren't tracked by various comparator documents that we receive. Faculty are fairly consistent, primarily because they are all on the same type of job description, so it's easier to compare. The first column represented the Cochise number, the second column the state number, and the third column the regional number. Cochise is either above or at the average range for all of our comparators.

Mrs. Strain requested Dr. Davis to define 'regional'. Dr. Davis stated we use the Mountain States Survey, which is primarily the Rocky Mountain corridor, as well as some Oregon institutions that participate.

Dr. Rottweiler stated we utilize this analysis as part of the Board's requirements and Board policy. We do an analysis of faculty salary structures, as well as comparative administrative support to make a determination as to whether we need to recommend the adjustment of the salary schedule. The budget that will be presented to them requests no change in the structure; the 2% is just a movement of all of our employees on the current structures. There have been years we gave a 1% raise and moved the structure 1%, which moved everyone as well. This year we believe, based on this data and other comparators, our structures are probably competitive, we just need to make sure we continue to move people along those structures. Dr. Davis added that this is the second year in a row that we've not moved the structure; prior to that we went three years before we made a change. We don't want to let those structure numbers stay stagnate for too long because we will get outpaced by our comparators. We feel comfortable this year leaving our structure where it is and moving our employees along the different ranges.

Mr. Quinn requested that Dr. Davis send him some examples of the employee development programs, and to make note of what is required and what is offered.

## **2.05 Governing Board Policy 634 – Disability and Injury Program**

*(Per Governing Board Policy 207 – Board Policy Creation and Review, policy changes related to wages, benefits, or working conditions require two readings. The following policies were presented as a first-read for review and consideration.)*

Dr. Rottweiler stated this policy is primarily being presented to the Board recognizing a 'hole' brought to the attention of the administration by some of the college employees, that as an



individual moves from short-term disability to long-term disability there was a 'hole' where the employee may not be eligible for insurance. This policy provides recognition as a continuing employee, making them eligible for college benefits. The policy also includes general cleanup of language and formatting, and represents our efforts to ensure policies are clear, understandable and align with practice.

### **2.06 Governing Board Policy 637 – Contract Renewal**

Dr. Rottweiler stated the proposed amendments reflect general cleanup of language and formatting, and represent our effort to ensure policies are clear, understandable and align with practice. (Mr. Nelson inquired if termination of probationary employees still requires Board approval. Dr. Davis replied that yes, they will still come before the Board for approval. Dr. Rottweiler stated this is addressed in Governing Board Policy 638 – Non-renewal of Contracts.)

### **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. In addition, language has been added to credit accumulated years of service if the individual is rehired into the same position.

### **2.08 Governing Board Policy 639 – Reduction in Force**

Dr. Rottweiler stated the only real changes seen in this policy came about by request of the Employee Senate that, should an employee be brought back after a reduction in force into the same position, they retain their years of service as it relates to service awards and annual leave, if annual leave is based upon years of service. The proposed amendments also reflect general cleanup of language and formatting, and represent our effort to ensure policies are clear, understandable and align with practice. Mrs. Strain inquired if we have ever done a RIF. Dr. Rottweiler stated yes, we have.

### **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.

Dr. Rottweiler stated that each of these policies have been not only through Employee Senate, which were passed unanimously, but through Employee Relations, a sub-committee of Employee Senate. Mr. Nelson inquired if the probationary period for Classified employees is two years. Dr. Rottweiler stated the probationary period for Classified employees is one year; the probationary period of two years applies to faculty (four semesters).

## **3. NEW BUSINESS**

### **3.01 Consent Agenda \***

The following items were approved:

- 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*) – ***Pulled from agenda for separate discussion.***
- 3.01.8 \* Administrative Support; Retirement (*Bruce Richardson, Dean of Business and Technology, District-wide*) – ***Pulled from agenda for separate discussion.***
- 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

Mr. Ortega moved and Mr. Quinn seconded a motion to approve the Consent Agenda, with the exception of items 3.01.7 and 3.01.8. There was no further discussion by the Board. The Board unanimously approved. MOTION CARRIED.

- 3.01.7** \* Administrative Support; Retirement (Mark Dottle, Director, Fort Huachuca Center, Fort Huachuca)

Mrs. Strain expressed how much she has appreciated Mr. Dottle's work and dedication to the population on Fort Huachuca. He has been there a long time, and she just wanted to take a moment to recognize his work there. Mrs. Strain moved and Mr. DiPeso seconded a motion to approve the retirement of Mark Dottle. There was no further discussion by the Board. The Board unanimously approved. MOTION CARRIED.

- 3.01.8** \* Administrative Support; Retirement (Bruce Richardson, Dean of Business and Technology, District-wide)

Mrs. Strain expressed her appreciation for Mr. Richardson, and stated she would not have survived Fort Huachuca without him in the Education Center. She thanked him for not only his years of service, but for his dedicated and passionate service to the population on Fort Huachuca. Mrs. Strain moved and Mr. DiPeso seconded a motion to approve the retirement of Bruce Richardson. There was no further discussion by the Board. The Board unanimously approved. MOTION CARRIED.

Bill Howard, Director of Finance and Administration, introduced Debra Craig.

(Mr. Nelson requested a line be added to the agenda prompting him to announce the introduction of new employees. This will appear beginning with the next agenda.)

### **3.02 Placeholder – Classified Appointment – Grounds Technician II, Douglas Campus**

The administration brought forward a recommendation to hire Dion Spivey as Grounds Technician II, Douglas Campus. Mrs. Strain moved and Mr. Quinn seconded a motion to

approve the appointment. There was no further discussion by the Board. The Board unanimously approved. MOTION CARRIED.

### **3.03 Fiscal Year 2016 – 2017 Personnel Listing**

Dr. Rottweiler stated that each year, consistent with practice, the Governing Board is requested to approve the personnel listing containing the names of all individuals whom the administration anticipates issuing contracts for the ensuing fiscal year. This allows us, based upon this action, to quickly send out contracts based upon anticipated salary range, based upon the 2% increase presented to the Board this evening. This will also allow the college to get contracts primarily to faculty before they leave us at the end of the academic year. He recommended the listing to the Board for approval. Mr. Ortega moved and Mr. Quinn seconded a motion to approve the personnel listing containing the names of employees to be issued employment contracts for the ensuing fiscal year. There was no further discussion by the Board. The Board unanimously approved. MOTION CARRIED.

## **4. COMMENTS FROM GOVERNING BOARD MEMBERS**

Mr. Nelson turned the floor over to Governing Board members for comments.

- Mr. Ortega invited everyone to Douglas this weekend to attend a Concert Without Borders event, taking place on both sides of the border. The Cochise College choir will also be presenting. The event starts at 6 p.m. just west of the international border.
- Mrs. Strain stated she attended the Creative Writing reception at the Mona Bishop room in Sierra Vista. She added it was lovely, very well done, and very well attended.
- Mrs. Strain showed the book “Unrelenting Change, Innovation, and Risk: Forging the Next Generation of Community Colleges”. She stated it brings together all the different things that are going on nationally.
- Mrs. Strain brought to the attention of the Board an ACCT conference taking place in Portland, Oregon in June regarding campus security. This is a direct result of the shooting that took place at Umpqua Community College. She stated she attended the Umpqua break-out session in San Diego, where leadership teams spoke on what they experienced on the day of the shooting.
- Mrs. Strain shared that the Governance Leadership Institute will be held in Washington, DC, August 1 – 3, 2016.
- Mrs. Strain shared the “The Trends Report” that was published in the Chronicle of Higher Education.
- Mr. Nelson thanked Ms. Morss and Mr. Johnson for the English Language Acquisition for Adults presentation, the students in attendance, and the book. He was very impressed that they accomplished this in six weeks. He is looking forward to reading the stories.
- Mr. Nelson also thanked Dr. Rottweiler for his service on the State Board of Education, especially for pushing forward the agenda for the GED review/revision.
- Mr. DiPeso wished Mr. Richardson all the best in his retirement.

## **5. ADJOURNMENT**

Mr. Nelson adjourned the meeting at 7:42 p.m.

Cochise College Regular Governing Board meeting  
Tuesday, April 12, 2016

Respectfully Submitted:

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Loretta Mountjoy, Executive Assistant to the President

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Mr. David DiPeso, Secretary of the Governing Board