

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, August 8, 2017 at 6 p.m., at the Cochise College Benson Center, 1025 State Route 90, Benson, AZ 85602.**

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. Jane Strain, representative to the AADGB, will provide a report.

1.05.2 Senate

A Senate report will not be provided; summer recess.

1.05.3 Student Government Association (SGA)

A Student Government Association report will not be provided; summer recess.

1.05.4 College President

The President will provide:

- *Legislative Update*
- *Master Facilities Plan Update*
- *General Comments*

- 1.05.5 Monthly Financial Report – June 2017 and July 2017
The Governing Board will review the Financial Reports for June 2017 and July 2017.

2. 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.

2.01 Consent Agenda *

- 2.01.1 * Classified Staff; Appointment (*Michele Dugger, Department Assistant Counseling and Advising, Sierra Vista Campus*)
- 2.01.2 * Classified Staff; Appointment (*Gary Lee, Aviation Mechanic II, Douglas Campus*)
- 2.01.3 * Classified Staff; Appointment (*Kimberley Nason, Graduation Technician, Sierra Vista Campus*)
- 2.01.4 * Professional Staff; Appointment (*James Tibbets, Payroll Specialist, Sierra Vista Campus*)
- 2.01.5 * Administrative Staff; Appointment (*Lamar Innes, Director of Athletic Operations, Douglas Campus*)
- 2.01.6 * Administrative Staff; Promotion (*Barbara Richardson, Assistant Dean of Outreach, District-Wide, based at Benson Center*)
- 2.01.7 * Administrative Staff; Reassignment (*George Self, Dean of Institutional Effectiveness, District-Wide*)
- 2.01.8 * Professional Staff; Transfer (*Andrew Parra, Accounts Receivable Analyst, Sierra Vista Campus*)
- 2.01.9 * Classified Staff; Resignation (*Katherine Martin, Division Assistant Disability Services, Sierra Vista Campus*)
- 2.01.10 * Classified Staff; Resignation (*Kent Rader, Maintenance Technician Lead Mechanical, Sierra Vista Campus*)
- 2.01.11 * Administrative Staff; Resignation (*Edward Molina, Director of Veterans Business Outreach Center, Sierra Vista Downtown Center*)
- 2.01.12 * Classified Staff; Retirement (*Michele Helm, Executive Administrative Assistant Academic Affairs, Sierra Vista Campus*)
- 2.01.13 * Acceptance of Minutes for June 13, 2017 – Public Hearing
- 2.01.14 * Acceptance of Minutes for June 13, 2017 – Special Meeting
- 2.01.15 * Acceptance of Minutes for June 13, 2017 – Regular Meeting
- 2.01.16 * Acceptance of Minutes for July 11, 2017 – Special Telephonic Meeting

2.02 Placeholder – Classified Appointment

Administration is requesting the Board adopt a motion to approve the hiring of the administration's recommended candidate for Office Assistant I – Willcox Center.

- 2.03 Placeholder – Faculty Appointment
Administration is requesting the Board adopt a motion to approve the hiring of the administration's recommended candidate for Adult Education Instructor, for Math and Science – District-wide based on Sierra Vista Campus.

***** Introduction of New Employees *****

- 2.04 Placeholder - Intergovernmental Agreement Between The City of Douglas and Cochise County Community College District to Operate an Intercity Bus Route
Administration is requesting the Board adopt a motion authorizing the College President to execute the Intergovernmental Agreement (IGA) with the City of Douglas to operate an intercity bus route, originating in Douglas with stops in Bisbee, Sierra Vista, and Benson, during FY 2017-18.
- 2.05 Revised Governing Board Policy 628 – Sick Leave – Benefited Employees
Administration requests the Board adopt a motion to ratify revised Governing Board Policy 628 – Sick Leave – Benefited Employees.
- 2.06 Revised Governing Board Policy 636 – Tuition Exemption
Administration requests the Board adopt a motion to approve revised Governing Board Policy 636 – Tuition Exemption.
- 2.07 New Governing Board Policy 633 – Sick Leave – Non-Benefited Employees
Administration requests the Board adopt a motion to ratify revised Governing Board Policy 633 – Sick Leave – Non-Benefited Employees.
- 2.08 Intergovernmental Agreement Between Graham County Community College District and Cochise County Community College District for the Provision of a Partnership Respiratory Therapy Program Within Graham County
Administration is requesting the Board adopt a motion to authorize the College President to enter into an Intergovernmental Agreement (IGA) with Graham County Community College District to develop and implement a partnership education program leading to an Associates of Applied Science degree in Respiratory Therapy.

3. INFORMATION ITEMS

INFORMATION

- 3.01 Communications
The college received the following communications:
- *Jennifer Wantz, Facilities Events Manager, received a letter from Kriss Hagerl, Superintendent of Sierra Vista Unified School District, thanking her for arranging the use of the Downtown Center Café for their Sierra Vista Unified School District Leadership Team Retreat on July 10 and 11. The letter also offered a special thanks to security officer, Jeff Mitchell and the custodians for their support and assistance.*
 - *John Walsh, Director Library Services, was chosen to receive the 2017 Community and Junior College Libraries Section EBSCO Community College Learning Resources Leadership Award by The Association of College and Research Libraries. A \$750 award and plaque were presented to John at the 2017 ALA Annual Conference in Chicago.*

- 3.02 Administrative Computing Update
Dr. Verlyn Fick, Executive Vice President/Provost, will provide a progress report on Administrative Computing.
- 3.03 Aviation Update
Dr. Verlyn Fick, Executive Vice President/Provost, will provide a progress report on activities occurring in the Aviation Department.
- 3.04 Extended Learning Report
George Self, Dean of Extended Learning, will report on selected activities within the Extended Learning division.

4. COMMENTS FROM GOVERNING BOARD MEMBERS

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

5. EXECUTIVE SESSION

- 5.01 Executive Session – Personnel Matters

The Governing Board may choose to enter into executive session pursuant to A.R.S. §38-431-.03(A)(1) - Discussion or consideration of employment, assignment, appointment, promotion, demotion, salaries, discipline, resignation, or dismissal of a public officer, appointee, or employee of a public body.

NO BOARD ACTION WILL BE TAKEN DURING THE EXECUTIVE SESSION.

6. 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.

For Disability Accommodations, 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, Crystal Wheeler, certify that this notice of public meeting, prepared pursuant to A.R.S. §38-431.02, was posted on the 3rd day of August, 2017, at 5:00 p.m. o'clock.

Crystal Wheeler

Crystal Wheeler, Executive Assistant
Office of the President