

# 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, February 7, 2017 at 6 p.m., at the Cochise College Willcox Center, 470 N. Bisbee Avenue, Willcox, AZ 85643.**

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)

*The next meeting of the Arizona Association of District Governing Boards is scheduled to be held on March 9, 2017; therefore, an AADGB report will not be provided.*

1.05.2 Senate

*A member of the Senate will provide a report.*

- 1.05.3 Student Government Association (SGA)  
*A Student Government Association report will not be provided.*
- 1.05.4 College President  
*The President will provide:*
- *Legislative Update*
  - *Master Facilities Plan Update*
  - *General Comments*
- 1.05.5 Monthly Financial Report – January 2017  
*The Governing Board will review the Financial Report for January 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 (*Stacey Green, Buyer, Sierra Vista Campus*)
- 2.01.2 \* Classified Staff; Appointment (*Jennifer Ratkovich, Department Assistant, Maintenance, Douglas Campus*)
- 2.01.3 \* Classified Staff; Transfer (*Diana Acosta, Property Control Technician, Sierra Vista Campus*)
- 2.01.4 \* Classified Staff; Transfer (*Eric Schiro, Maintenance Technician I, HVAC/Mechanical, Douglas Campus*)
- 2.01.5 \* Administrative Staff; Transfer (*Maina Netterwald, IT Project Manager/Developer, Web Solutions, Sierra Vista Campus*)
- 2.01.6 \* Administrative Staff; Resignation (*Martin Haverty, Workforce Development/Training Manager, Downtown Center*)
- 2.01.7 \* Classified Staff; Retirement (*Loretta Mountjoy, Executive Assistant to the President/Governing Board, Sierra Vista Campus*)
- 2.01.8 \* Acceptance of Minutes for January 10, 2017 – Regular Meeting

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

- 2.02 Cochise Combined Trust Membership Renewal  
*Administration is requesting the Board adopt a motion approving the college's membership renewal in the Cochise Combined Trust (CCT).*
- 2.03 Board Action Authorizing the President to Draft Administrative Policies and Procedures Allowing for an Alcohol Restriction Waiver for the Cochise College Foundation and College Approved Organizations  
*Administration is requesting the Board adopt a motion authorizing the president to implement an Alcohol Restriction Waiver Policy.*

**3. INFORMATION ITEMS**

**INFORMATION**

- 3.01 Communications  
*The college received the following communications:*

- *Gabriel Galindo, Director of the Santa Cruz Center, received a letter from Carlos M. Sada, Ambassador of Mexico, thanking Mr. Galindo for the warm reception during the ambassador's visit to Nogales and the Santa Cruz Center on November 29, 2016.*
- *Dr. Rottweiler received a letter from Thomas M. Reardon, Chair, Board of Directors of the Cochise County Reentry Coalition, expressing his appreciation for the college's support to their "New Beginnings – Opening Doors to Our Community" event held on January 14<sup>th</sup>. He also commended Jennifer Wantz, Facilities/Events Coordinator, and Chris Przulucki, Food Service Director, for their professionalism and outstanding support they provided.*

3.02 Administrative Computing Support Services Update  
*President Rottweiler will provide an update on the contracted services with CampusWorks, Inc.*

3.03 Extended Learning Report  
*George Self, Dean of Extended Learning, will provide an update on areas within his department.*

3.04 Provost's Report  
*Verlyn Fick, Vice President for Instruction/Provost, will report on student measures.*

3.05 New Governing Board Policy 670 – Career Ladder Program  
*New Governing Board Policy 670 – Career Ladder Program, is presented as a first-read for review and consideration. The proposed policy provides individuals, in specific departments, an avenue to move to a higher level of responsibility within their current position through the development of new skills and competencies.*

#### 4. COMMENTS FROM GOVERNING BOARD MEMBERS

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

#### 5. EXECUTIVE SESSION

#### ACTION

5.01 Executive Session – President's Annual Evaluation and Contract

***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.**

5.02 Contract for the College President  
*Each year the Board considers the conditions for the continued employment of the College President, and may adopt a motion to extend the employment contract with the College President.*

**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.

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 3<sup>rd</sup> day of February, 2017, at 4:30 p.m. o'clock.

Loretta Mountjoy  
Loretta Mountjoy, Executive Assistant  
Office of the President