

## MINUTES

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

Tuesday, August 8, 2017  
Benson Center  
6:00 p.m.

#### 1. GENERAL FUNCTIONS

##### 1.01 Call to Order

Mr. Nelson called the meeting to order at 6 PM

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

Mr. Dennis Nelson  
Mr. David DiPeso  
Mr. Tim Quinn  
Mrs. Jane Strain - Telephonically

##### **Board Members Absent:**

Mr. Danny Ortega

##### 1.02 Pledge of Allegiance

##### 1.03 Adoption of Agenda

The agenda was adopted as published. Dr. Rottweiler distributed a revised July 2017 Monthly Financial Report, noting the revision is a correction to the operating revenue comparison year to date actuals as compared to the FY17 corrected figures.

##### 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 reported the canceled June meeting had been rescheduled for August 24, 2017. The agenda will include review of Bylaws, a standard meeting schedule for 2018-2019, GISS/GLI dates of November 29 through December 1, talk about topics around sportsmanship and professionalism, and discuss a possible Board Retreat.

##### **1.05.2 Senate**

A Senate Report was not provided; summer break.

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

A Student Government Association report was not provided; summer break.

### **1.05.4 College President**

Dr. Rottweiler gave a legislative update noting colleges are currently preparing for the fiscal year 2019 budget requests, which are due to the Governor's Office in September. A key item for discussion and review is that at the end of the session, Pima and Maricopa Community Colleges were returned to the funding formula and no funding was appropriated last year. Colleges are now working through how to get them back into the formula. During an Arizona Community College Coordinating Council (AC4) meeting, it was determined that community colleges would all be supportive of Maricopa and Pima coming back into the formula but want to ensure that it is not a redistribution of the existing funds. Chief Business Officers, as well as other entities, are looking at best ways to prepare for that change in formula.

While preparing budget requests, another area to be aware of is that the Gila Provisional Community College District was granted \$250K as an appropriation; \$50K as one-time appropriation with \$200K as an on-going appropriation, which is concerning because the appropriation is not tied into the formula. Frustration is that a provisional community college would receive funding outside of the formula, when none of the other colleges are eligible, and in light of the fact that two community college districts do not receive anything.

On August 1, 2017, Dr. Rottweiler provided a college tour and briefing to Geoffrey Paulsen, Joint Legislative Budget Committee (JLBC) Fiscal Analyst for Community Colleges. Mr. Paulsen was asked by JLBC to spend specific time with Maricopa and Pima Community Colleges. It was also requested that they visit one rural community college; Dr. Rottweiler is appreciative that JLBC chose Cochise College to visit. Tours included the Sierra Vista Campus, Downtown Center, Autoplex, and the Douglas Campus. The tour highlighted Prop 301 and STEM funded programs and purchases; nursing, aviation, technical education, airplanes, SIM labs, and other technical equipment.

During his tour with Mr. Paulsen, Dr. Rottweiler also spent some time talking about the importance of equalization for the schools that are eligible due to limited access to assessed valuation.

At the end of August, AC4 members are scheduled to meet with topics of discussion to include preparation for the budget submission with a strong commitment to Pima and Maricopa Colleges, and Prop 301, which sunsets in 2021 so action is needed soon.

Dr. Rottweiler distributed an Arizona Tax Research Association (ATRA) Report from their July Newsletter noting a report in the newsletter regarding enrollment declines and how colleges are starting to refocus on student success.

In his general comments: Dr. Rottweiler updated the Board on Santa Cruz County Provisional Community College District (SCCPCCD) noting Cochise College received payment on July 17, 2017 for services rendered last fiscal year; Cochise College received the teach-out approval from the Higher Learning Commission (HLC), and are

now authorized to teach-out the students over the next 18 months then close the services in Santa Cruz County.

Dr. Rottweiler shared a letter the college received from the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions, in which the letter noted the EMS Professionals Program on-site visit reported in a “No potential violations noted by the site visit team” finding. The college is starting to see the benefits of the Board’s commitment to the Downtown Center as it relates to facilities and on-going support of those academic fields.

Announcements:

- Scheduled for a two-hour meeting and tour for Thursday, August 17 with Tony Boone, retired Garrison Commander from Fort Huachuca who was recently hired as the new Economic Development Director for the City of Sierra Vista. Discussion to include potential partnerships to enhance the economic well-being of Sierra Vista and Cochise County.
- Scheduled a two-hour tour for September 5 at 1 PM with Major General Robert Walters, new Commanding General at Fort Huachuca. Following a letter offering a tour of the college, MG Walters accepted the offer; a sign of the importance Cochise College is playing in the community.
- Convocation scheduled for August 14 beginning at 7:30 AM for breakfast. Board members welcome to participate. Convocation schedule and welcome letter were shared with the Board. Convocation theme is about “Getting Things Done”.
- Reorganization is well underway and through the first steps. Two Board agenda items will tie into the second step of the reorganization. With the reorganization, Dr. Fick has assumed added responsibilities around innovation and optimization.

Mrs. Strain questioned how County representatives voted on the \$250K allocation to Gila Provisional Community College District; Dr. Rottweiler responded noting the allocation was not on the ballot as a separate item, it was a footnote on the overall general budget. In an effort to approve a \$9.8B budget, they went ahead and approved that amount. Representative Cook was a big supporter of the \$200K appropriations, without being part of the funding formula, after Geoffrey Paulsen showed that putting \$200K into the Provisionals out of Prop 301, would take money away from the other community colleges.

**1.05.5 Monthly Financial Report – June and July 2017**

The Financial Report for June 2017 was presented and accepted as submitted. A revised July 2017 Financial Report was presented during the Governing Board meeting and was reviewed and accepted.

**2. NEW BUSINESS\***

**ACTION**

**2.01 Consent Agenda \***

The following items were approved:

- 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

Mr. DiPeso moved and Mr. Quinn seconded a motion to approve the Consent Agenda. There was no further discussion by the Board. The Board unanimously approved. MOTION CARRIED.

## **2.02 Placeholder – Classified Appointment – Office Assistant I – Willcox Center**

Administration brought forward a recommendation to hire Jodi Brock-Olivares, Office Assistant I, Willcox Center. Mr. DiPeso 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.

## **2.03 Placeholder – Faculty Appointment – Adult Education Instructor Math and Science Sierra Vista Campus**

Administration brought forward a recommendation to hire Mickey Sizemore, Adult Education Instructor Math and Science, Sierra Vista Campus. Mr. DiPeso 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.

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

Dr. Wendy Davis, Vice President for Human Resources, introduced James Tibbets, Payroll Specialist, and Michele Dugger, Department Assistant for Counseling and Advising; Barbara Richardson, Assistant Dean of Outreach, introduced Jodi Brock-Olivares, Office Assistant I, for

Willcox Center; Kevin Austin, Director of Aviation, introduced Ian Wilson, Instructor for Aviation Pathways, and Gary Lee, Aviation Mechanic II; Dr. Verlyn Fick, Executive Vice President/Provost, introduced George Self as the new Dean of Institutional Effectiveness, and Barbara Richardson, as the Assistant Dean of Outreach.

Mr. Nelson welcomed 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 brought forward a recommendation authorizing the President to enter into an Intergovernmental Agreement (IGA) with The City of Douglas to operate an intercity bus route with stops on the Douglas, Sierra Vista, and Benson Campuses. Dr. Rottweiler noted the bus route will allow students from across the County to have an opportunity for bus service to the Douglas Campus, Sierra Vista Campus, and in January, the Benson Center. The IGA allows the City to utilize the college as bus stops and post their schedule signs. Mr. DiPeso moved and Mr. Quinn seconded a motion authorizing the College President to execute an Intergovernmental Agreement with The City of Douglas to operate an intercity bus route. There was no further discussion by the Board. The Board unanimously approved. MOTION CARRIED.

#### **2.05 Revised Governing Board Policy 628 – Sick Leave – Benefited Employees**

Revised Governing Board Policy 628 – Sick Leave – Benefited Employees, was presented as a second-read, and was recommended for ratification. During the June 13, 2017 Governing Board meeting, Dr. Rottweiler, based upon his authority per Policy 210, instituted interim Revised Governing Board Policy 628 effective July 1, 2017. The proposed revised policy includes additional uses of sick leave required by the Arizona's Fair Wages and Healthy Families Act, to include domestic violence, sexual violence, abuse or stalking. In addition, the definition of immediate family is expanded to include siblings, stepchildren, grandparents, grandchildren or legal dependent related by adoption, blood or marriage. Dr. Rottweiler's recommendation is to ratify revised Governing Board Policy 628. Mr. DiPeso moved and Mr. Quinn seconded a motion ratifying revised Governing Board Policy 628 – Sick Leave – Benefited Employees. There was no further discussion by the Board. The Board unanimously approved. MOTION CARRIED.

#### **2.06 Revised Governing Board Policy 636 – Tuition Exemption**

Revised Governing Board Policy 636 – Tuition Exemption was brought before the Governing Board for a first-read at the June 13, 2017 meeting. Following the Board's recommendation for more information regarding the estimated costs, should the Board choose to recognize their authority to cover the differential tuition costs, two options were presented to the Board for review and consideration. **Option A** – proposed revised Governing Board Policy 636 – Tuition Exemption presented at the June 13, 2017 Governing Board meeting, which clarifies the fact that courses with differential tuition are not eligible for full tuition exemption. Eligible employees and dependents shall receive a reduced differential rate equivalent to the regular in-state tuition rates. **Option B** – The current Governing Board Policy 636 – Tuition Exemption remains as is with the college paying in-state tuition; including Board approved differential tuition rates for specific programs. Dr. Rottweiler recommended Option B for approval. Mr. DiPeso moved and Mr. Quinn seconded a motion approving Option B – the current Governing Board Policy 636 – Tuition Exemption remains as is with the college paying

in-state tuition; including Board approved differential tuition rates for specific programs. Mr. Quinn asked about the participation number, Dr. Davis responded stating there are thirty-four credits in the Aviation Program and twenty-six on average over the last five years in the Nursing Program. There was no further discussion by the Board. The Board unanimously approved. MOTION CARRIED.

### **2.07 New Governing Board Policy 633 – Sick Leave – Non-Benefited Employees**

New Governing Board Policy 633 – Sick Leave – Non-Benefited Employees, was presented as a second-read, and was recommended for ratification. During the June 13, 2017 Governing Board meeting, Dr. Rottweiler, based upon his authority per Policy 210, instituted interim new Governing Board Policy 633 effective July 1, 2017. The proposed new policy provides for the accrual of and use of sick leave effective July 1, 2017 as required by the Arizona's Fair Wages and Healthy Families Act, enacted by Proposition 206. Mr. DiPeso moved and Mr. Quinn seconded a motion ratifying the new Governing Board Policy 633 – Sick Leave – Non-Benefited Employees. There was no further discussion by the Board. The Board unanimously approved. MOTION CARRIED.

### **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 brought forward a recommendation authorizing the President to enter into an Intergovernmental Agreement (IGA) with Graham County Community College District for the provision of a partnership Respiratory Therapy Program. This IGA will be part of a three-college consortium between Cochise Community College, Northern Pioneer College and Eastern Arizona College. Mr. DiPeso moved and Mr. Quinn seconded a motion to approve authorizing the College President to execute an Intergovernmental Agreement (IGA) with Graham County Community College District to develop and implement a partnership education program to be launched in January of 2018 leading to an Associates of Applied Science degree in Respiratory Therapy. Addressing Mrs. Strain's question regarding the number of students allowed in the program, Dr. Rottweiler stated currently Cochise College is accredited to offer twenty students every two years. Finding it more difficult to get twenty students in the Cochise County cohort, there was a desire to share the program with other colleges. The college is requesting, of the accrediting body, to expand the student enrollment allocation from twenty to thirty students, which would mean every two years each of the three districts would have ten slots allocated. There was no further discussion by the Board. The Board unanimously approved. MOTION CARRIED.

## **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, provided an Administrative Computing progress report, which included:

Ticketing Status Report – distributed to Board members. Dr. Fick noted half of the reported tickets are taking less than a day to complete; some tickets still require major effort and time to complete. Staff are spending about half their time addressing tickets, which means staff are not available for projects during that time. Tickets reported by functional area shows that Finance has the highest reported tickets and Human Resources has the fewest.

Projects Portfolio Report – distributed to Board members. Dr. Fick highlighted three projects from the report:

#### Completed Projects

Interim Course Program of Study (CPOS) Automated Process using Banner Workflow Software Project, which checks and verifies the courses a student is taking are in their program of study so they are eligible for financial aid. Due to the time urgency to implement prior to the start of the semester, an interim automated process was implemented with some processes still including a manual review of a student's courses. When the Banner 9 project is more mature, more of the course review steps will be automated.

#### Projects in Progress

Late Registration Banner WorkFlow – an automated process for obtaining late student registration information and getting this information to the appropriate individuals to help keep students from registering for courses after the first session has been held.

#### Upcoming Projects

Project Prioritization – Transparent Choice Software will allow participants to compare criteria for prioritization of multiple projects, then prepares a portfolio that maximizes the impact for the cost.

Other projects noted:

- Creation of policies; IT, Cyber Security, etc.
- Banner Action Team – a large team that needs to break into smaller groups to focus on specific projects such as better documentation systems and National Student Loan Data System issues
- Focus on having Banner 9 implemented by December 2018.

Banner 9 Project Process & Progress Report was distributed to Board members. The report indicates what steps are not yet started; are in progress; and the ones that are

completed in the Banner 9 implementation process, which is due by December 2018 at which time the college's current Banner 8 system will no longer be supported. Dr. Fick noted three key steps in the process and progress report:

- Ellucian Solution Manager (EMS) Server – is needed to help implement Banner upgrades.
- Banner Enterprise Identity Services Server – allows individuals to go back and forth between Banner 8 and Banner 9.
- Setup Hyper-converged Server – is software used to manage the overall server. Administration is preparing to place equipment in the Sierra Vista and Douglas server rooms that will help with the disaster recovery backup system.

Dr. Fick also distributed a Banner 9 Technical Roadmap Implementation schedule, noting areas that need addressed or implemented prior to the Banner 9 implementation, such as making sure server rooms are at appropriate temperatures and power outage concerns are addressed. The map also breaks the tasks into three color-coded areas based on if the task relates to Software, Facilities, or Servers. Meetings are being conducted with the appropriate individuals asking facilities, infrastructure and software questions to confirm that all pieces are addressed and are included in the GANT chart. CampusWorks staff have also been involved in the discussions helping to guide college staff.

Mr. Quinn suggested it would be helpful to know if the average time and days to close a ticket median are appropriate; yes good or not good being noted. A possible chicklets green and amber red report; Same suggestion for projects and progress reports noting if a project is on track, or if there are concerns; a plus or minus symbol. The report does not need to be complex, just note the projects in progress and note what is going well and what has some concerns.

Mr. Nelson asked if enough money was budgeted to pay for all the projects. Dr. Rottweiler noted that \$1.2M was approved in the Board adopted budget.

Mr. Nelson stated the college is where it is because they were not keeping up with the times; the IT industry is always going ahead. He asked if something would be put in place to track what is new and what needs to be implemented in coming years. Dr. Fick replied one of the things being talked about is to set up better staff training that will keep them informed. Attending trainings will also help develop additional relationships throughout the country. Staff have recently reached out to other organizations sharing and learning new information. Dr. Rottweiler stated the college currently has one position that has been very difficult to fill, and will have two other positions open soon. If the college is not able to find adequate candidates, then may need to look at a complete outsourcing of certain IT functions to bring in expertise.

### **3.03 Aviation Update**

Dr. Fick distributed a Fall 2017 Aviation Enrollment Data Report noting the following:

Students taking flight courses – 35

- Professional Pilot Technology – 30
- Unmanned Aerial Systems and Operations completion – 5



Sources of flight fees

- Self-pay – 18
- Combination self-pay and financial aid/Veterans Affairs – 5
- Financial aid and loans – 7
- Veterans Affairs – 5

Flight Fees Paid – just over \$319K for fall 2017 compared to \$500k for all of 2016/17

Residency

- Cochise County – 17
- Arizona – 10 (Phoenix Metro – 8)
- Out-of-state – 6 (CA, CO, NM, NY, and TX)
- Mexico – 2

Student Housing

- Dorms – 11
- Renting in Douglas – 4
- Living in Douglas – 4
- Commuting from Bisbee – 3
- Commuting from Sierra Vista – 7
- Commuting from Hereford – 2
- Commuting from Benson – 1
- Commuting from McNeal – 1
- Commuting from Mexico – 2

New prospects for Spring Term 2018 – 7

Dr. Rottweiler noted that last year forty percent of the students received an incomplete because they ran out of flight money. Paying upfront keeps airplanes in the air and keeps instructors instructing. He also noted that he had the opportunity to fly with an instructor and the instructor reports that there have been zero complaints.

### **3.04 Extended Learning Report**

George Self, Dean of Extended Learning, presented an Extended Learning Report which included an update on the Nogales Teach-Out and Virtual Campus.

During Mr. Self's Nogales Teach-Out report, he highlighted:

- Enrollments prior to the teach-out were at a peak in fall 2015 with just over 1300 enrollments.
- Teach-out process
  - Started the process - November of 2016
  - Notified Santa Cruz County Provisional Community College District's Board that the College would not be renewing the IGA – November 2016
  - Distributed RIF notices in March 2017
  - Began teach-out plan March 2017
  - Leased location June 2017 for 19 months
  - Began registering students July 2017
  - Higher Learning Commission (HLC) formally accepted teach-out plan – August 2017

- Number of Registered Students
  - March 15, 2017 – estimate – 774 students registered for at least one class
  - March 24, 2017 – estimate – 481 following an assessment of student list several graduated or were only taking ESL classes
  - April 7, 2017 – estimate – 160 following another assessment of student list found several only had two classes in 307 sections
  - August 7, 2017 – Actual – 87 students in 58 sections
- Faculty Movements
  - Terri Berg transferred to Student Success
  - Frank Emmanuele transferred to Biology
  - Alex O'Meara transferred to English
  - Jana Rivers-Norton remained at Nogales for teach-out
- Status
  - Facility is former University of Phoenix classroom facility
  - Three classrooms, an office, and testing/tutoring
  - 245 enrollments for 52.67 FTSE as of July 31
  - Two full-time staff (Galindo, Jacques)
  - Rent: \$2261.00/Month
- Largest/Smallest Classes
  - Largest – Geology – 25
  - Smallest – English – 10
  - 26 classes with between 1-4 enrollments
  - 16 classes with zero enrollments
- Future Direction
  - Classes offered until December 2018
  - Pima is offering 21 classes this fall (53 enrollments)

Mr. Self addressed Mr. DiPeso's inquiry regarding Pima Community College (Pima) taking over at SCCPCCD noting that Pima staff are in the same building Cochise College was in, but by the Department of Education and HLC rules, they cannot offer anything more than one half of a program because they cannot get financial aid for more than that.

Dr. Rottweiler stated Pima is not currently operating under an Intergovernmental Agreement (IGA); at this time they are only operating under a Memorandum of Understanding (MOU).

Mr. Self also provided a Virtual Campus report highlighting:

- Brief History
  - Fall 1998 – 48 enrollments; Spring 1999 – 234 enrollments; Fall 1999 – 315 enrollments
  - First classes – CIS 160, CIS 228, Econ 201
  - Systems
    - 1998 – Web Course in a Box
    - 2000 – Blackboard
    - 2008 – Webstudy
    - 2012 – Moodle
- Virtual Campus Enrollments
  - Steady throughout the last three years, including summer – between 1000 – 1300
- Status Report
  - FY2013 – 460 courses; 6516 enrollment; 366 taught by associate faculty; and 94 by full-time faculty

- Approximately 370 courses being taught by associate faculty and approximately 100 taught by full-time faculty
- Student Location Map
  - Most located in North America
  - World-wide
- Preferred Access Times Report – includes morning, afternoon, evening, and other by days of the week.
- Innovations still used today
  - Respondus: Tet Generation and Proctoring
  - Tutor.com: Tutoring
  - Adobe Sign: eSignature
  - Intelliboard – Moodle Analytics – currently evaluating
- Future Direction
  - Look at potential reorganization
  - Attempt to increase the size of the programs
  - Expand use of full-time faculty

Mr. Quinn asked what courses most of the virtual students are focused on; Tasneem Ashraf, Director for Virtual Campus, responded most are in English 101, Math, and Business Courses.

Barbara Richardson, Assistant Dean of Outreach, thanked Governing Board Members and guests for attending the Board meeting at the Benson Center. Ms. Richardson announced upcoming events hosted at the Center; Associate Faculty Dinner on August 16 at 5:30 p.m. catered by St. David High School Culinary, and the Annual Photography Show to be held in October.

#### 4. COMMENTS FROM GOVERNING BOARD MEMBERS

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

- Mr. Nelson:
  - Extended condolences, on behalf of the Board, to Mr. Kevin Austin and his family on the loss of their son.

#### 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.***

Mr. DiPeso moved and Mr. Quinn seconded a motion to move into Executive Session. There was no further discussion by the Board. The Board unanimously approved. MOTION CARRIED.

Mr. Nelson adjourned the regular meeting and the Board moved into Executive Session at 7:19 p.m.

Mr. Nelson adjourned the Executive Session and reconvened the regular meeting at 7:33 p.m.

**6. ADJOURNMENT**

Mr. Nelson adjourned the meeting at 7:34 p.m.

Respectfully Submitted:

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Crystal Wheeler, Executive Assistant, Office of the President

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Mr. Danny Ortega, Secretary of the Governing Board