

MINUTES

COCHISE COUNTY COMMUNITY COLLEGE DISTRICT GOVERNING BOARD REGULAR MEETING

Tuesday, October 8, 2019
Douglas Campus
6:00 p.m.

1. GENERAL FUNCTIONS

1.01 Call to Order

Mr. Quinn called the meeting to order at 6:00 p.m.

Board Members Present:

Mr. David DiPeso
Mr. Don Hudgins
Mr. Dennis Nelson
Mr. Tim Quinn
Mrs. Jane Strain

1.02 Pledge of Allegiance

Mr. Quinn led the Pledge of Allegiance.

1.03 Adoption of Agenda

Mr. Quinn moved Agenda Item 3.03 Student Services Report, presenting immediately after Action Agenda Items. No additional changes requested, and agenda adopted as published.

Mr. Nelson moved, and Mr. DiPeso seconded a motion to adopt the Agenda. The board unanimously approved with members, David DiPeso, Don Hudgins, Dennis Nelson, Tim Quinn, and Mrs. Strain all voting aye. MOTION CARRIED.

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 Community College Trustees (AACCT)

Mrs. Strain reported the Arizona statewide community college trustees would meet on November 21, 2019, to discuss the Association of Community College Trustees (ACCT) Leadership Congress held October 16-19. Mrs. Strain also reported that Pima Community College would host a Regional Governance Leadership Institute (GLI) meeting in April.

1.05.2 Senate

The Governing Board reviewed the Senate Report for August 2019, presented and accepted as submitted.

1.05.3 Student Government Association (SGA)

Douglas Campus Student Government Association provided a report to the board; highlights include:

Meet the Team:

- Maricarmen Breazeale, Student Programming Coordinator
 - Major: Social and Behavioral Sciences
 - Future Career Goals: Psychologist
- Evgenii (Eugene) Korliakov, Public Relations Coordinator
 - Major: ESL then Social Sciences
 - Future Career Goals: Lawyer
- Alicia Raber, Treasurer
 - Major: Media Production Arts
 - Future Career Goals: Professional Videographer
- Katie DeLong, Secretary
 - Major: General Requirements
 - Future Career Goals: Career in field of Zoology
- Luis Estrada, Vice President
 - Major: Business Administration
 - Future Career Goals: Bachelors in Marketing, become an international motivational and inspiring speaker; and create a non-profit foundation to support children with cancer
- Samantha Gonzales, President
 - Major: Fine Arts
 - Future Career Goals: High School Art Teacher

Fall 2019 Events:

- Club Fair
- Gaming tournaments in the newly remodeled Que Pas
- Constitution Day
- Banned Books Week
- Hispanic Heritage Month Celebrations
- Pit Fire

SGA Goals:

- Promote Club Growth
- Provide Awareness
 - Recycling
 - Food Insecurity
 - Community involvement
 - Foster an Inclusive safe and enjoyable campus community

1.05.4 College President

Dr. Rottweiler provided the college president's report; highlights included:

Legislative Update:

- FY'2021 Budget Request submitted to the Governor's Office on September 1. Now waiting for the Governor's Executive Budget recommendation.

- Legislative agenda – Reinstatement of additional rural money as an ongoing formula amount; \$3.14M.
- Legislative Visit – October 31, hosting a tour of the Fort and discussing the college's partnership with Fort Huachuca regarding Virtual Reality program; draft agenda provided to the board.
- AC4 Meeting – October 23 and 24, Dr. Wendy Davis will attend on behalf of Dr. Rottweiler
- College Success Arizona – Policy Brief Series provided to the board for review
- AZ Transfer Report provided to the board for review

Master Facilities:

- Student Union Remodel – completed during summer break; appreciation to Mr. Barrows and facilities staff.
- Art/Fab – toured by Mr. Nelson and Mr. Hudgins prior to the board meeting
- Greenhouse for Agriculture
 - Building has been ordered
 - Expected delivery end of November
 - Construction in December
 - January move-in
- Automotive Technology Building
 - Waiting on final value engineering report. Administration will need to add an additional \$1M to the anticipated construction costs. An approval request not to exceed \$6.25M GMP will soon be brought before the board.

New Initiatives:

- Addressing the Governing Board's suggested initiatives:
 - Douglas Administrator, looking at some potential reorganization around Community and College Relations as the Foundation may move in a new direction away from events etc.
 - Solar Trough Repair
 - Waiting for the final report from Pueblo Mechanical.
 - Tasking academics to provide a feasibility study for future health related programs. The addition of programs will go through the academic stage gate and the budget process.

General Comments:

- September 26 & 27 – Cochise College Rodeo
 - Hosted a team meet and greet with Kimbro family; on-site radio broadcast; and recognized 50 year Alumni
 - Pit Fire, October 4 – wonderful event
- September 16 – Presentation to Noon Rotary Club
- September 18 – Southwestern Communities Kickoff Meeting in Benson; economic development and environment balance
- September 19 – President's Forum with SGA
 - Main concern - student housing in Sierra Vista; rental shortage in the city
- September 30 – Presentation at Physician/Provider Mixer for Canyon Vista Medical Center

Upcoming Events:

- October 9 – SGA Student Brown Bag; Leading from Position
- October 9 – Community Leaders Reception with Major General Potter on the Fort

- October 12 – Presentation to Vietnam Veterans of America Club
- October 15 – Asked to participate on the Census, Higher Education sub-committee
- October 28 – Employee Open Forums
- November 7 – Present to West Rotary Club

College Events for Board Information:

- November 9 – Hall of Fame Induction Ceremony held on Sierra Vista Campus at 10:00 a.m.
 - Dr. William Harwood
 - Javier “Shorty” Fimbres
 - David LaClair
 - Mary Hall Pope

Out of Office Dates:

- October 17afternoon – October 26
 - Alan Biel Acting President on Friday October 18
 - Wendy Davis Acting President the week of October 21
- November 12 – 19
 - Verlyn Fick Acting President November 12 and 13 (including Board Meeting)
 - Wendy Davis Acting President November 14 – 19

Questions/Comments:

Responding to Mr. Nelson, Dr. Rottweiler informed the board the costs report from value engineering for the new automotive building would be \$6M GMP; an approval request not to exceed \$6.25M will be presented to the board soon.

Mr. Strain expressed her interest in attending the lunch during the Legislative visit on October 31.

1.05.5 Monthly Financial Report – September 2019

The Financial Report for September 2019 presented and accepted as submitted.

2. NEW BUSINESS*

ACTION

2.01 Consent Agenda *

The following items were approved:

- 2.01.1 * Classified Staff; Appointment (*Jose Garcia, Facility Services Technician II, Sierra Vista Campus*)
- 2.01.2 * Classified Staff; Appointment (*Anthony Gray, Facility Services Technician II, Sierra Vista Campus*)
- 2.01.3 * Classified Staff; Appointment (*Jean McNeil, Financial Aid Technician II, Sierra Vista Campus*)
- 2.01.4 * Administrative Support; Appointment (*Denise Mazanek, Scholarship Navigator, District-wide, based on the Sierra Vista Campus*)
- 2.01.5 * Classified Staff; Transfer (*Vienna Baker, Department Assistant Library Services, Sierra Vista Campus*)

- 2.01.6 * Classified Staff; Transfer (*Kathleen Denney, Department Assistant Facilities and Maintenance, Sierra Vista Campus*)
- 2.01.7 * Classified Staff; Transfer (*Sharron Nason, Graduation Technician, Sierra Vista Campus*)
- 2.01.8 * Classified Staff; Resignation (*Angel Rojo, Office Assistant II for Counseling and Advising, Douglas Campus*)
- 2.01.9 * Administrative Staff; Resignation (*Heather Augenstein, Assistant Registrar, Sierra Vista Campus*)
- 2.01.10 * Administrative Staff; Resignation (*Andi DeBellis, Student Activities Manager, Sierra Vista Campus*)
- 2.01.11 * Acceptance of Minutes for September 10, 2019 – Regular Meeting

Mr. DiPeso moved, and Mr. Nelson seconded a motion to approve the Consent Agenda. There was no further discussion by the board. The board unanimously approved with members, David DiPeso, Don Hudgins, Dennis Nelson, Tim Quinn, and Jane Strain all voting aye. MOTION CARRIED.

2.02 Placeholder – Administrative Staff – Associate Athletic Director, Douglas Campus

The administration brought forward a recommendation to hire Guy Meyer as the Associate Athletic Director on the Douglas Campus.

Mr. DiPeso moved, and Mr. Nelson seconded a motion to approve the appointment of Guy Meyer. There was no further discussion by the board. The board unanimously approved with members, David DiPeso, Don Hudgins, Dennis Nelson, Tim Quinn, and Jane Strain all voting aye. MOTION CARRIED.

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

Wick Lewis, Executive Director of Human Resources, introduced Vienna Baker, Department Assistant for Library Services.

2.03 Appoint a Voting Delegate for the Association of Community College Trustees (ACCT) Leadership Congress

Mr. Tim Quinn, Governing Board Chair, appointed Don Hudgins the voting delegate for the ACCT Leadership Congress on behalf of Cochise College.

2.04 2020 Proposed Governing Board Meeting Schedule

The administration brought forward the proposed 2020 Governing Board Meeting Schedule. Two options presented; Option A has all meetings held on the second Tuesday of each month; and Option B has all meetings on the second Tuesday of the month, except for February 2020, when the meeting is scheduled to be on February 4. This option was offered in the event that Board members wish to attend the ACCT Legislative Summit, which is held the second week of February.

Mr. Nelson moved, and Mrs. Strain seconded a motion to approve Option B of the 2020 Governing Board Meeting Schedule. There was no further discussion by the board. The board unanimously approved with members, David DiPeso, Don Hudgins, Dennis Nelson, Tim Quinn, and Jane Strain all voting aye. MOTION CARRIED.

2.05 2020-2021 Proposed College Calendar

The administration brought forward a proposed 2020-2021 College Calendar for approval.

Mrs. Strain moved, and Mr. DiPeso seconded a motion to approve the 2020-2021 College Calendar as presented. There was no further discussion by the board. The board unanimously approved with members, David DiPeso, Don Hudgins, Dennis Nelson, Tim Quinn, and Jane Strain all voting aye. MOTION CARRIED.

3. INFORMATION ITEMS

INFORMATION

3.03 Athletics Report (Reported as 3.01)

Dr. James 'Bo' Hall, Dean of Student Services and Director of Athletics, lead a Student Services Report, which included a housing occupancy report, safety and crimes statistics report, and reports from athletic coaches.

Jennifer Tagaban, Director of Residential Life, presented a Housing Occupancy Report; highlights included:

On-Campus Occupancy:

- 85 percent Occupancy – 158 Students and one married couple
- 94 athletes – 60 percent of the total occupancy
- Aviation – 17 percent
- Non-affiliated – 14 percent
- Police academy – 6 percent – 10 cadets
- Males – 63 percent
- Females – 37 percent

Dr. Rottweiler stated the housing rates are the highest they have been in ten years.

Athletic Reports:

- Sierra Williams, Athletic Trainer, introduced Whitney Wilson, Assistant Athletic Trainer.
- Bobby Peters, Soccer Coach, introduced Jen Moore, Assistant Soccer Coach, and student athletes Amanda Acuna, Breanne Huitz, Leticia Seabra, Brianna Guzman, and Kiara Villaescusa.
 - Currently tied for second place in ACCAC
 - Receiving votes for top 20 in the nation
 - Eight International students – 1 from Africa, 5 from Brazil, 1 from England, and 1 from Mexico
- Rick Smith, Rodeo Coach, introduced Lynn Smith, Assistant Coach, and student athletes, Jill Donelley and Sherick Sanborn.
 - Jill – won goat tying at all three rodeos last year
 - Women's team won the regionals last year; first place so far this year
 - Men's team are in third place so far this year
 - Students compete against all rodeo teams in the U.S.
- Laura Hughes, Women's Basketball Coach, introduced Shareka Maner, Assistant Coach, and student athlete Kayla Harris.
 - Thanked the board and administration for the support and funding resources

- Ended last season 28-4; winning the conference
- Eight sophomores received Associates Degrees last year; seven players signed at Division I - 4-year institutions
- Team GPA – 3.4; top 20 in the country
- Four International players – 3 from France and 1 from Italy
- Todd Englehart, Baseball Coach, introduced Austin Nelson, Assistant Coach, former Cochise College baseball player who went on to play in two world series teams.
 - Last year's record 42-15; won conference 3 of the last 5 years
 - Team GPA – 3.0; 1 All-American; raked top 10 in country for 8 weeks
 - 13 athletes went on to 4-year schools
 - Seven International – 3 Canadians, 1 from Dominican, 2 from France, 1 from Italy
 - Thanked administration and the board for their support of athletics
- Jerry Carrillo, Men's Basketball Coach, introduced Jeff Caha, Assistant Coach, and student athletes, Milan Szabo, Anthony Saunders, and Damon Wall.
 - Ended last year 17th in the nation; won their conference
 - Won NJCA Award
 - Attending students each thanked athletic trainers, coaches, and the board

Dr. Hall thanked the board and the administration for supporting athletic programs.

Dr. Hall provided the 2019 Safety and Crime Statistics Report. A copy of the report provided to the board and posted to the college website for public viewing. Dr. Hall noted last year was one of the best years for Cochise College related to crimes on campus; it is one of the safest places to attend.

3.01 Communications

The college received the following communications:

- Ms. Kari Durham, Biology Instructor, received notification on behalf of the National Science Foundation (NSF) and the American Association of Community Colleges (AACC) inviting her to participate in the Community College Undergraduate Research Experience (URE) Summit taking place November 20-22, 2019, in Washington, D.C.
- Ms. Celeste Atkins, Sociology Instructor, received notification from Teaching Resources and Innovations Library for Sociology (TRAILS) congratulating her on the publication for her resource, "20 Concepts: A New Way to Teach an Introductory Course." Her resources have gone through a two-tier review process, and will be featured on the TRAILS Facebook page.
- Mr. Mark Boggie, Assistant Dean of Student Success, received notification from Complete College America that Cochise College will be presenting on the "15 to Finish" Impact on Institutional Advising Culture and Student Credit Load Behavior during the 2019 Annual Convening: A Completion Nation on December 12-14, 2019.
- Cochise College received a letter from Arizona Commission on the Arts notifying the college that the commission would be engaging Jenea Sanchez, Digital Media Arts Instructor, as an artist-partner for the AZ Art worker Program. Ms. Sanchez will be traveling to Guatemala City November 15 – 24, 2019, to participate in community engaged artists meetings and workshops.
- Dr. Alan Biel, Executive Dean of Academics, received a letter from Pennsylvania Association of Colleges and Teacher Educators (PACTE) congratulating him and accepting his manuscript "Impact of Graduation GPA Requirements on Academic Achievement of Education Majors. The manuscript will be issued in the fall 2019 Pennsylvania Teacher Educator.

3.02 Pit Fire Event Report

Dr. Rottweiler shared a picture slide show highlighting the Pit Fire Event held on October 4, 2019, noting it was one of the best in many years; attendance was high; soups from culinary students was amazing, many vendors, great stage music, huge fire, and fireworks. Scholarships provided by APS and Aviaids, the college food service.

3.04 Governing Board Policy 404 – Budgeting and Forecasting Governing Board Policy 405 – Financial Condition Governing Board Policy 406 – Asset Protection

Governing Board Policy 404 – Budgeting and Forecasting, Governing Board Policy 405 – Financial Condition, and Governing Board Policy 406 – Asset Protection presented as a first-read for review and consideration. No revisions noted for content of the policies reviewed.

4. COMMENTS FROM GOVERNING BOARD MEMBERS

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

- Mr. Nelson
 - Thanked Dr. Rottweiler for the tour of Art Building and of the Douglas Campus
 - Impressed with number of international students
- Mrs. Strain:
 - Led a discussion regarding Dr. Rottweiler hosting the Legislative visit to the Fort in which he will ask legislators for ongoing funding. Dr. Rottweiler noted if the college does not see an increase in state funding, administration will need to ask for a tax increase to continue program initiatives.
- Mr. DiPeso
 - Pleased to see the balance of foreign and Cochise County students.
- Mr. Quinn:
 - Rotary has agreed to provide a \$1000 Scholarship for a GED student
 - Recognized Dr. Hall's – grandson; professional baseball player
 - Requested to hear from more students during department reports
 - Commended the wonderful artists who participated in the Pit Fire event

5. ADJOURNMENT

Mr. Quinn adjourned the meeting at 7:20 PM.

Respectfully Submitted:

Crystal Wheeler, Executive Assistant, Office of the President

Mrs. Jane Strain, Secretary of the Governing Board