

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 with the limited capacity of 22 **in-person attendees (with face coverings)** on **Tuesday, April 13, 2021, beginning at 6 p.m.** in the **Student Union Community Room located on the Cochise College Sierra Vista Campus** located at 901 N. Colombo Ave.

Due to health concerns related to COVID-19, the Board has limited public group access to no more than 22 in-person attendees in the room (who will be required to wear a face covering) in the Student Union Community Room located on the Cochise College Sierra Vista Campus. Members of the public who wish to attend the meeting via video conference can join at <https://cochise.zoom.us/j/97097796854>. Individuals attending the meeting via this link, will be joined as an attendee of the meeting and will not be seen nor heard by members of the board, or the public, unless recognized by the chair. A list of attendees will be recorded, and attendees will be able to watch the meeting in real time.

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).

The Board may vote to hold an executive session for the purpose of discussions or consultations with designated representatives of the public body in order to discuss security plans, procedures, assessments, measures or systems relating to, or having an impact on, the security or safety of buildings, facilities, operations, critical infrastructure information and information technology maintained by the public body. Records, documentation, notes, or other materials made by, or provided to, the representatives pursuant to this paragraph are confidential and exempt from public disclosure under this chapter and title 39, chapter 1, pursuant to A.R.S. § 38-431.03(A)(9).

AGENDA

1. GENERAL FUNCTIONS

1.01 Call to Order

1.02 Pledge of Allegiance

1.03 Adoption of Agenda

1.04 Citizen's In-person 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 Community College Trustees (AACCT)
No AACCT report will be provided as there were no updates since the last meeting.
- 1.05.2 Senate
The Governing Board will review the Senate Report for March 2021, submitted in the board packet.
- 1.05.3 Student Government Association (SGA)
The Governing Board will review the written Student Government Association report submitted in the board packet.
- 1.05.4 College President
The President will provide:
- *Legislative Update*
 - *COVID -19 Update*
 - *General Comments*
- 1.05.5 Monthly Financial Report
The Governing Board will review the Financial Report for March 2021.

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 (*Marco Franco Rios, User Support Technician II, Sierra Vista Campus*)
- 2.01.2 * Administrative Support; Appointment (*Ryan Sermon, Career Services Coordinator, District-wide, based on the Sierra Vista Campus*)
- 2.01.3 * Administrative Support; Appointment (*Miriam Salcedo-Dupuis, Small Business Development Center Business Analyst, Downtown Center*)
- 2.01.4 * Administrative Staff; Appointment (*Matildo (Matt) Coppi, Assistant Dean of Military Programs, Fort Huachuca Education Center*)
- 2.01.5 * Faculty; Appointment (*Carmen Brady, Instructor of ESL, Douglas Campus*)
- 2.01.6 * Faculty; Appointment (*Virginia Delear, Instructor of Math, Douglas Campus*)
- 2.01.7 * Faculty; Appointment (*Jordan Price, Instructor of Communication, District-wide, based on the Sierra Vista Campus*)
- 2.01.8 * Faculty; Appointment (*Carlos Zeisel, Instructor of Sociology, District-wide, based on the Sierra Vista Campus*)
- 2.01.9 * Classified Staff; Resignation (*Breona Mouton, Division Assistant, Sierra Vista Campus*)
- 2.01.10 * Classified Staff; Resignation (*Andrew Parra, Department Assistant – Residential Life, Douglas Campus*)
- 2.01.11 * Classified Staff; Resignation (*Luis Peralta, Facility Services Technician, Douglas Campus*)
- 2.01.12 * Administrative Support; Resignation (*Edwin Schasteen, Math Tutor, Douglas Campus*)

- 2.01.13 * Administrative Staff; Resignation (*Darrel Crowley, Building and Grounds Manager, Sierra Vista Campus*)
- 2.01.14 * Faculty; Resignation (*Terri Berg, Instructor of Student Success, Sierra Vista Campus*)
- 2.01.15 * Administrative Staff; Retirement (*Daniel Del Rio, Network Administrator, District-wide, based on the Sierra Vista Campus*)
- 2.01.16 * Administrative Staff; Retirement (*Rebecca Dorman, Writing Lab Supervisor, Sierra Vista Campus*)
- 2.01.17 * Administrative Staff; Retirement (*Dr. James "Bo" Hall, Executive Director of Student Services, District-wide, based on the Sierra Vista Campus*)
- 2.01.18 * Administrative Staff; Retirement (*Dr. John Walsh, Director of Library Services, District-wide, based on the Sierra Vista Campus*)
- 2.01.19 * 2021-2022 Cyber Course Fees Schedule
- 2.01.20 * Acceptance of Minutes for March 9, 2021 – Regular Meeting
- 2.01.21 * Acceptance of Minutes for March 25, 2021 – Special Meeting

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

- 2.02 Faculty – Reduction in Force
Administration is requesting the Governing Board adopt a motion approving the President's recommendation of reduction in force to eliminate the position of Instructor of Culinary Arts currently held by Ms. Danielle Cardella resulting in separation of employment effective May 14, 2021.
- 2.03 Administrative Support – Reduction in Force
Administration is requesting the Governing Board adopt a motion approving the President's recommendation of reduction in force to eliminate the position of Printing Services Coordinator currently held by Mr. Keith Ringey resulting in separation of employment effective June 30, 2021.
- 2.04 Revised Governing Board Policy 698 – Emergency Paid Sick Leave
Administration will present the revised Governing Board Policy 698 – Emergency Paid Sick Leave, and recommend the Governing Board adopt a motion ratifying revised Governing Board Policy 698. The revision extends the expiration date to May 14, 2021.
- 2.05 Fiscal Year 2021 – 2022 Personnel Listing
Administration is requesting the Governing Board adopt a motion to approve the personnel listing containing the names of employees to be issued employment contracts for the ensuing fiscal year, pending other board actions.
- 2.06 Aviation Program: Transition Options
Administration is requesting the Governing Board adopt a motion directing administration to either reduce annual operation support for Aviation to \$500,000 and approve changes to tuition and course fees, or close the Aviation Program

3. INFORMATION ITEMS

INFORMATION

- 3.01 Communications
The college received the following communications:
 - *Dr. Rottweiler received a letter of appreciation to Cochise College, Nursing and Allied Health Departments from Eric Andersen, Acting Board Chair for Fry Fire District. The letter shared the heartfelt gratitude of the men and women of the Fry Fire District for the incredible work the Nursing and EMS Departments have been providing the*

community over the past few months. In collaboration with college staff and the Cochise County Health and Social Services Department, the Fry Fire District has helped vaccinate more than 5,000 county residents and employees who are in the highest risk categories. Mr. Andersen specifically recognized Melesa Ashline and Kelly Juvera for their positive attitude, work ethic and commitment to services. Also recognizing the Cochise College nursing and paramedic students for their hundreds of volunteer hours in support of the fight against the COVID-19 pandemic.

- 3.02 Nursing and Allied Health COVID Community Collaboration Report
Beth Hill, Dean of Nursing and Allied Health, and Melesa Ashline, Director of Nursing, will provide a presentation to the Governing Board from the Nursing and Allied Health department summarizing the various ways the department worked with and in the community during the COVID pandemic.
- 3.03 NISOD Awards - 2021
Dr. Verlyn Fick, Executive Vice President/Provost, will announce and recognize the recipients of the National Institute for Staff and Organization Development (NISOD) Award.
- 3.04 Status of Information Security Program
Robert Gibbs, Chief Information Security Officer, will provide a presentation and update to the Board on the Cochise College Information Security Program and the programs progress.

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- 3.05 Human Resources Annual Report
Mr. Wick Lewis, Executive Director of Human Resources, will present the annual Human Resources Staffing Profile and Report.
- 3.06 FY22 Preliminary Budget Update
Administration will update the Governing Board on the FY22 preliminary budget development.

4. COMMENTS FROM GOVERNING BOARD MEMBERS

The Board Chair will turn the time over to board members to provide comments/share information.

5. 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 9th day of April, 2021, by 5 p.m. o'clock.

Crystal Wheeler

Crystal Wheeler, Executive Assistant
Office of the President