

APPROVED MINUTES

COCHISE COUNTY COMMUNITY COLLEGE DISTRICT GOVERNING BOARD REGULAR MEETING

**Tuesday, February 9, 2021
Sierra Vista Campus
Community Room
6:00 p.m.**

Due to health concerns related to COVID-19, the Board had limited public group access to no more than 18 attendees (who were 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 wished to attend the meeting via video conference, joined at <https://cochise.zoom.us/j/99114445963>.

1. GENERAL FUNCTIONS

1.01 Call to Order

Mr. Hudgins 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

Mrs. Strain led the Pledge of Allegiance.

1.03 Adoption of Agenda

The agenda was adopted as presented.

Mr. Quinn moved and Mr. Nelson seconded a motion approving the adoption of the agenda. There was no further discussion. The Governing Board unanimously approved with members, David DiPeso, Don Hudgins, Dennis Nelson, Jane Strain, and Tim Quinn all voting aye. MOTION CARRIED.

1.04 Executive Session – Legal

Mr. Quinn moved, and Mr. DiPeso seconded a motion to move into Executive Session for discussion with the attorney. There was no further discussion. The Governing Board unanimously approved with members, David DiPeso, Don Hudgins, Dennis Nelson, Tim Quinn, and Jane Strain all voting aye. MOTION CARRIED.

Mr. Hudgins recessed the regular meeting at 6:02 p.m., and the board moved into Executive Session at 6:04 p.m.

Mr. Quinn moved, and Mrs. Strained seconded a motion to close the Executive Session and resume the Regular Session. The Governing Board unanimously approved with members, David DiPeso, Don Hudgins, Dennis Nelson, Tim Quinn, and Jane Strain all voting aye. MOTION CARRIED.

Mr. Hudgins adjourned the Executive Session at 6:48 p.m. and reconvened the regular meeting at 6:49 p.m.

1.05 Citizen's In-person Interim

There were no requests to address the Board.

1.06 Standing Reports

1.06.1 Representative to the Arizona Association of Community College Trustees (AACCT)

Mr. Quinn provided an update, stating the National ACCT Conference is currently in session and Dr. Jill Biden is a guest speaker. Their top priority is to gain \$97.3B in funding for education. Currently there is \$40B in the next round of COVID relief that is being proposed; if any of that money were to come to any colleges, half must be put towards student hunger, homelessness, and hardships.

On January 18, 2021, David Borofsky was hired as the new Director of AACCT. Mr. Borofsky has a background of serving in colleges and universities from coast to coast for the past 35 years. In a February 4 Zoom meeting, Mr. Borofsky stated his priorities are to develop a strategic plan looking at three areas: increased relevancy of AACCT; communications between AACCT and the boards to include trustee training and education; and to visit and meet with colleges and boards. Mr. Borofsky attended the evening's meeting virtually.

Mr. Quinn invited Mr. Borofsky to visit the college to see the positive impact Cochise College has on students. Highlighting the Cyber and Virtual Reality Programs, the new Automotive Technology building, and the help Cochise College gave to rural hospitals with the loaning of ventilators and PPE.

1.06.2 Senate

The Governing Board reviewed a written Senate Report, and accepted as submitted.

1.06.3 Student Government Association (SGA)

The Governing Board reviewed a written Student Government Association Report, and accepted as submitted. Mr. Quinn expressed his appreciation for the great job the SGA students are doing a great job. Mr. Hudgins echoed.

1.06.4 College President

Dr. Rottweiler also recognized the SGA students then provided the board with updates; highlights included:

Legislative Update:

- The Governor released his executive budget on January 15; it included statutory funding for the rural community colleges.
 - For Cochise College the Statutory formulas Included:
 - \$4.37M M&O – a decrease of \$320,000
 - \$928,400 for STEM – a decrease of about \$86,100
 - Both formulas are FTSE driven and the college seen a decrease in FTSE with COVID
 - \$7.9M for Equalization - an increase of \$698,000
 - Total: \$13,224,200 (up \$291,000)
 - Working closely with Senator Gowan on this budget and including the \$14.2 Million for rural community colleges that was in the FY'21 Budget prior to COVID. Met with Senator Gowan presenting him with a budget supplement to consider. Recommendations also included looking favorably at the urban community colleges as they have been hit as it relates to STEM funding. The senator was very receptive.
 - Representative Regina Cobb, from Mohave County willing to carry a bill for the rural community colleges. Her proposal is for an additional \$20.2 million for shovel ready projects. If approved, Cochise College could receive \$4M in one-time funding, which the college would use for expanding the police academy, the first responder academy, a driving range, diesel tech, and some CDL training on the Douglas Campus.
- On the federal legislative level, on January 15, the college hosted Senator Mark Kelly on the Douglas Campus for lunch and a round table discussion. The main topics were Border Security and the proposed Port of Entry. Dr. Rottweiler spoke with the Senator on both initiatives. The Senator agreed to come back in the future to spend time on both campuses and speak to the aviation students. Two articles regarding the Senator's visit were shared with the Board.

Master Facilities:

- The college is using the rooms remodeled this semester. All were completed and have been a nice addition. The rooms are equipped with proper technology and sound enhancements. Expressed appreciation to facilities and technology departments for their hard work on the projects.
- Currently facilities is working their way through some differed maintenance projects on the Douglas Campus (sewer ponds, lighting, and a hay barn), the Downtown Center (boilers and chillers), and on the Sierra Vista Campus installing a new awning for the CTE building to expand learning space outside.
- The college continues to look for infrastructure development opportunities on the Douglas Campus. Dr. Rottweiler and Dr. Davis participated with the county and the City of Douglas on a planning grant that would potentially bring city sewer and water to the Douglas Campus as part of the Port of Entry project.
- Dr. Rottweiler and David Luna continue working to bring fiber and broadband to the Douglas Campus; working the Arizona Commerce Authority and Sun Corridor Network to facilitate fiber installation for the last three miles. Working to obtain a \$10M Grant.
- Technology upgrades in the Sierra Vista community room and Board Room, and the community room and cafeteria on the Douglas Campus. Each upgrade will provide some level of ADA/hearing aid assistance as requested by Mr. Nelson. More information will be forthcoming.

COVID-19 Updates and Spring Semester Startup:

- Continue to work diligently to mitigate the effects of COVID-19 while balancing the essential work done for students and our communities. The college has been tracking all COVID related incidences since June 2020. A bar chart with the number of cases tracked by month was provided to the board for review. Overall, the college has tracked 296 cases as of February 8. Of those 296 cases, only 91 have been positive cases. Most of the cases tracked have not been directly affiliated with the college, in that the transmission did not occur at the college. In January, the college did have the first transmission tied to the college and the program was temporarily suspended for the required 14 days. The program is back and running at full activity.
- The college is working diligently with county partners to facilitate the vaccination of communities and college employees. Melesa Ashline, Director of Nursing, and many nursing and allied health students have been working across the county in Points of Distribution (POD). The State Board of Nursing is allowing the Vaccine administration to count as clinical hours so students have been very active. To date, over 100 faculty and staff have been vaccinated.
- The students residing in housing (aviation, police academy, and student athletes) have been very good about reporting any symptoms prior to leaving their rooms. Rapid testing is available on site. Outside of the initial positive tests as students returned, the college has had no other positive tests in housing. Currently, there are no residential students in isolation or quarantine.
- The Cochise College athletic teams are underway. Competitions are being held with no fans allowed but the games are being streamed for those interested. The links are at athletics.Cochise.edu.
- Working through spending the additional Cares Act and supplemental appropriation dollars. A second program for emergency aid to students will be forth coming. The college received notice that they can charge back indirect costs to the appropriations. This should help streamline expenditures.

General Comments:

- On January 14, as chair of the Arizona Community College Coordinating Council (AC4), Dr. Rottweiler hosted the Joint Council of Presidents. This group is made up of the university and community college presidents. Baccalaureate degrees at community colleges was on the agenda and potential areas for collaboration in legislative matters was discussed.
- AC4 Executive Director, Chris Bustamante wrote an op-Ed with John Arnold from Arizona Board of Regents (ABOR) and Rich Nickel from College Success Arizona related to the effects of the pandemic on college going rates and trends in the Capitol Times. The article was shared with the Board. The college is closely watching the trends.
- Administration continues to hold Friday General Zoom Sessions for all college employees every other week. The next one is scheduled for Friday, February 12. Attendance has been good, so administration will keep providing the opportunity for faculty and staff to participate.
- Community Engagements:
 - KGUN interview on January 26 related to COVID
 - Bisbee Rotary on February 4
 - Sierra Vista Executives Association on March 2
 - Huachuca Area Republican Women's Group on March 9
 - Sierra Vista City Council on March 11

- The Board will hold a Budget Work Session on Saturday, February 20, from 9:00 am to 2:00 pm in the Sierra Vista Community Room. This will be the board's opportunity to provide budget priorities in preparation of the FY'22 Budget. Discussions will include both revenue projections (tuition and property taxes) and additional expenditures.
- The All Arizona Academic Team Celebration will be held virtually on March 4, from 12:00 to 1:30. Board members wishing to participate, Crystal can get you the link. As chair of AC4, Dr. Rottweiler is providing much of the welcome and introductions.
- Commencement will be provided in a drive thru format on both campuses this year. May 13, will be on the Douglas Campus and May 14 will be on the Sierra Vista Campus, and nurses pinning will be included in the campus recognitions. Crystal will be in contact to determine your anticipated level of participation.

Questions/Comments:

Responding to Mr. Nelson, Dr. Rottweiler confirmed that the college had a CDL program many years ago, and is now looking at bringing it back within the right facility. In addition, as part of the shovel-ready projects, the college can provide the training. The CDL training program will also be a great asset when the port of entry comes in.

Mr. Nelson noted that he would continue to advocate for the college to research a future electric vehicle maintenance program. Dr. Rottweiler noted that electric vehicles, diesel and allied health programs would be topics of discussion during the scheduled Board Retreat on February 20.

Responding to Mrs. Strain, Dr. Rottweiler confirmed that he, accompanied by Dean Flanigan and Dean Brooks, would present to the Sierra Vista City Council during their March 11 meeting. The presentation will extend the college's thanks and appreciation for their partnership and support of college programs such as Residential Construction Trades, the donation of an ambulance and fire engine for the fire and medical science programs, and the support to the police academy.

Mr. Quinn inquired about other legislative bills that may affect community colleges such as concealed carry laws; Dr. Rottweiler responded noting there is nothing right now, he will send the most recent bill list to the board for their review. He also confirmed that there still has been no resolution to the conflict colleges' face with receiving funds from Prop 207 while also receiving Title IV funds, which requires a drug-free campus.

Mr. DiPeso inquired about talks of expanding the railroad out of Mexico during the Port of Entry meeting; Dr. Rottweiler noted there was, but the new port is needed first. The Douglas port is number seven on the appropriations list. The appropriation is about \$1B with each port costing approximately \$250M, which only cover about four.

Mr. Hudgins asked about the status of reviving the solar system on the Douglas Campus. Dr. Rottweiler stated the topic would get back on the agenda, especially in light of the upcoming budget discussions.

1.04.5 Monthly Financial Report – January 2021

The Financial Report for January 2021 was presented and accepted as submitted.

2. NEW BUSINESS *

2.01 Consent Agenda *

The following items were approved:

- 2.01.1 * Classified Staff; Appointment (*Casey Haller, HR Building Assistant, Sierra Vista Campus*)
- 2.01.2 * Administrative Staff; Appointment (*Resha Watts, Student Recruitment Manager, District-wide, based on the Sierra Vista Campus*)
- 2.01.3 * Coach; Temporary Appointment (*Raven Gary Williams, Assistant Coach – Women’s Basketball, Douglas Campus*)
- 2.01.4 * Classified Staff; Resignation (*Eduardo Charles, User Support Technician I, Sierra Vista Campus*)
- 2.01.5 * Classified Staff; Resignation (*Rachel Norton, Department Assistant SBDC, Downtown Center*)
- 2.01.6 * Administrative Support; Resignation (*Chanse Frenette, Business Analyst SBDC, Downtown Center*)
- 2.01.7 * Intergovernmental Agreement Extension with City of Sierra Vista on behalf of Sierra Vista Fire and Medical Services
- 2.01.8 * Curriculum Changes
- 2.01.9 * Acceptance of Minutes for January 12, 2021 – Regular Meeting

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

2.02 Revised Governing Board Policy 698 – Emergency Paid Sick Leave

The administration presented revised Governing Board Policy 698 – Emergency Paid Sick Leave, and recommended the board adopt a motion ratifying revised Governing Board Policy 698 extending the effective date from December 31, 2020 to March 12, 2021.

Mr. DiPeso moved, and Mrs. Strain seconded a motion approving the ratification of revised Governing Board Policy 698 – Emergency Paid Sick Leave. There was no further discussion. The Governing Board unanimously approved with members, David DiPeso, Don Hudgins, Dennis Nelson, Jane Strain, and Tim Quinn all voting aye. MOTION CARRIED.

2.03 Revised Governing Board Policy 699 – Emergency Family and Medical Leave

The administration presented the revised Governing Board Policy 699 – Emergency Family and Medical Leave, and recommend the board adopt a motion ratifying revised Governing Board Policy 699 extending the effective date from December 31, 2020 to March 12, 2021.

Mr. Quinn moved, and Mr. Nelson seconded a motion approving the ratification of revised Governing Board Policy 699 – Emergency Family and Medical Leave. There was no further discussion. The Governing Board unanimously approved with members, David DiPeso, Don Hudgins, Dennis Nelson, Jane Strain, and Tim Quinn all voting aye. MOTION CARRIED.

3. INFORMATION ITEMS

INFORMATION

3.01 Communications

- Automotive Instructors James Krause and Ron Bosley received an email from Vlad Lavrov, a former student congratulating the instructors on the new Automotive Technology Building and thanking them for their hard work. Vlad also stated that the program really allowed him to go into the field with lots of knowledge and understanding especially with electrical concerns and diagnostics. He currently works at Volkswagen.
- Automotive Instructors James Krause and Ron Bosley, received an email from another former student, Lawrence, congratulating the instructors on the new Automotive Technology Building after reading an article published by the Herald. Lawrence also sent photos of a van he was able to redo with the skills he learned in the program.
- Dr. Rottweiler received a letter from Jordanna Enrich, Director, Fulbright U.S. Scholar Program, sent on behalf of the Institute of International Education/Council for International Exchange of Scholars (IIE/CIES) expressing her deep appreciation for the service of Dr. Lori Keyne. Dr. Keyne served on a Peer Review Committee for the Fulbright U.S. Scholar Program, which recently completed the merit review of applications received for the 2021-2022 completion.

3.02 Police Academy Report

Dr. Eric Brooks, Dean of Liberal Arts, provided a Police Academy report, giving historical as well as current data on all five academies. The report also included a video from a previous graduation. Highlights included:

Participation Agencies:

- In-county – 8 agencies with 30 graduates and 5 in current academy
- Out-of-County – 4 agencies with 10 graduates and 1 in current academy
- Self-Sponsored – 1 in current academy
- Total: 40 graduates and 7 in current academy
- Graduation Rate: 88.9% (40/45 recruits) – failed either due to academics or medical

Arizona @ Work – Innovative Workforce Solutions:

- Funded 6 of 7 current recruits
 - \$23,156 (tuition and meals/housing) makes the program more marketable to agencies knowing there is a funding source to help pay for their recruits.

Questions/Comments:

Mr. Quinn inquired about the reasons for the failures; Dean Brooks noted most have been academic, the AZPost only allows three failed tests. Some cadets fail at the agency level and are not moved forward into the academy. Dr. Brooks also noted that after the academy, cadets have several weeks of field training with another officer during their probationary period.

Responding to Mr. Nelson, Dean Brooks noted that the college's police academy is marketed outside of Cochise County via statewide agency meetings with marketing help from Sheriff Dannels. All academy trainings available across the state (approximately 14) are posted for all agencies to review.

3.03 Cochise College Student Enrollment Observations During the 2020/21 Pandemic

Dr. Verlyn Fick, Executive Vice President/Provost, provided some observations related to student behaviors such as applications, registrations, and course delivery method selections during the Fall 2020 and Spring 2021 semesters; highlights included:

Beginning his presentation, Dr. Fick stated the pandemic has had an impact on many measures related to student enrollment. The college is tracking these measures and continues to analyze data to determine if there are steps that can be taken to try to reduce the negative impacts.

New Applicants (applying for the college) – compared to prior three years average:

- Fall 2020
 - Fell to 92.3%
 - Freshman rose to 104.4%
 - County high school grads rose to 113.8%
- Spring 2021
 - Fell to 51.9%
 - Freshman fell to 57.8%
 - County high school grads fell to 60.5%

New Applicants Enrolled – compared to prior three years average:

- Fall 2020
 - Fell to 75.2%
 - Freshman female fell to 93.2%
 - Freshman male fell to 72%
 - County high school grads rose to 105.7%
- Spring 2021
 - Fell to 52.6%
 - County high school grads fell to 61.2%

Unduplicated Headcount – compared to prior three years average:

- Fall 2020
 - Full time fell to 82.6%
 - Part time fell to 90.8%
- Spring 2021
 - Full time fell to 88.6%
 - Part time fell to 91.0%

Headcount by Course Delivery Method:

- Spring 2021 course delivery methods based on:
 - Online, live streaming, and face-to-face
- Enrollments for any method are impacted by:
 - sections offered and student choices
- Spring 2021 sections mostly online (1757 enrollments), live streaming or both combined (1013)

Student Grade Performance:

- Fall 2018
 - Pass – 77%
 - Fail – 10%
 - Semester GPA – 2.72

- Fall 2019
 - Pass – 76%
 - Fail – 9%
 - Semester GPA – 2.71
- Fall 2020
 - Pass – 73%
 - Fail – 10%
 - Semester GPA – 2.66

Questions/Comments:

Mr. Quinn inquired about concerns with access to counselors and providing help with completing financial aid. Dr. Fick responded noting that many college departments were fully engaging with students via Zoom sessions, and chasing down stuff from students.

Mr. Quinn expressed his appreciation for the analysis of all the data. Dr. Fick gave credit to the Institutional Research team, Robyn Martin and the Marketing team, along with Jason Thompson in the Registrar's Office.

Dr. Rottweiler expressed that despite all the work, the college is still short. The navigators are not in the high schools and the statewide FASFA applications are down. The college is seeing the impact of college navigators not being in the schools, but the college staff is working hard to accommodate.

Mr. Quinn asked if any Deans are expressing concerns with certification completion since many of the programs have been pushed online. Dr. Fick noted that Deans from across the state continue to work with state regulating bodies to give the college the ability to finish students, such as the nursing program receiving permission to allow the use of simulation labs in place of in-person clinical.

4. COMMENTS FROM GOVERNING BOARD MEMBERS

Mr. Hudgins turned the time over to Governing Board members to provide comments/share information.

- Mr. Quinn
 - Recognized nursing staff and students for helping with vaccines.
 - Asked for the Board to have the opportunity to review the Mission and Vision off-site
 - Congratulated Assistant Dean Robyn Martin's husband for being selected one of four for the military intelligence hall of fame.
- Mr. Nelson
 - Thanked Dr. Rottweiler for meeting with Senator Kelly regarding the Port of Entry.
- Mr. Hudgins
 - Thanked Dr. Fick for the presentation information; it is a perfect testament to the college and administration's hard work in keeping the college going.
- Mrs. Strain
 - Expressed her appreciation for the meeting being held in-person.

5. EXECUTIVE SESSION

5.01 Executive Session – President's Annual Evaluation and Contract

Mr. Strain moved, and Mr. Nelson seconded a motion to move into Executive Session for discussion of the president's annual evaluation and contract. 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.

Mr. Hudgins recessed the regular meeting at 8:02 p.m., and the board moved into Executive Session at 8:03 p.m.

Mr. Quinn moved, and Mr. DiPeso seconded a motion to close the Executive Session and resume the Regular Session. The board unanimously approved with members, David DiPeso, Don Hudgins, Dennis Nelson, Tim Quinn, and Jane Strain all voting aye. MOTION CARRIED.

Mr. Hudgins adjourned the Executive Session at 8:39 p.m. and reconvened the regular meeting at 8:41 p.m.

5.02 Contract for the College President

Mr. Nelson moved, and Mr. DiPeso seconded a motion to extend President Rottweiler's contract by one year, continuing with a five-year contract; a salary increase that would equal that of the employees; that twenty percent of his salary continues as deferred compensation; and that one week of executive leave be added to Dr. Rottweiler's contract. There was no further discussion by the board. The Governing Board unanimously approved with members, David DiPeso, Don Hudgins, Dennis Nelson, Tim Quinn, and Jane Strain all voting aye. MOTION CARRIED.

6. ADJOURNMENT

Mr. Hudgins adjourned the meeting at 8:45 p.m.

Respectfully Submitted:

Crystal Wheeler, Executive Assistant, Office of the President

Mr. Dennis Nelson, Secretary of the Governing Board