

APPROVED MINUTES

COCHISE COUNTY COMMUNITY COLLEGE DISTRICT GOVERNING BOARD REGULAR MEETING

Tuesday, March 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 22 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/99356528182>.

1. GENERAL FUNCTIONS

1.01 Call to Order

Mr. Hudgins called the meeting to order at 6:02 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. Hudgins led the Pledge of Allegiance.

1.03 Adoption of Agenda

Agenda Item 2.02 Placeholder – Classified Staff Appointment, pulled from the agenda. There were no additional changes, and the agenda was adopted as amended.

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 Citizen's In-person Interim

There were no requests to address the Board outside of individuals requesting to address agenda item 2.05 Aviation Program Transition Options.

1.05 Refresher on Open Meeting Law

Christine Roberts, Cochise County Attorney, provided a refresher on Arizona Open Meeting Laws; highlights include:

Purposes:

- Protect Public and Board members
 - All decision-making are done in public; no decision-making in private, smoke-filled rooms
 - Accountability: Officials to act openly, thus responsibly and responsively
 - More accurate media coverage (rely less on leaks and spins)
 - Allow public input/participation
 - All Board members have the same info

What is a “meeting”?

- A gathering in person
 - Or through technological devices,
- quorum
- take legal action, or
- discuss, propose, deliberate
- foreseeably might come before the Board

What are “technological devices”?

- Telephone, fax
- E-mail
- Text messages
- Blogs, Facebook or other social networking

New Legislation – Executive Sessions:

- SB 1012
 - Amended A.R.S. § 38-431.03 to add an additional permissible executive session in which the public body could discuss or consider matters related to school safety operations or programs.
 - Governor Ducey signed it into law on June 5, 2020.
 - Now codified in statute, A.R.S. § 38-431.03 A.8.
 - “On a public majority vote of the members constituting a quorum, a public body may hold an executive session but only for the following purposes
 - . . .“Discussion or consideration of matters relating to school safety operations or school safety plans or programs.”
- SB 1042
 - Amended A.R.S. § 38-431.03 to add an additional permissible executive session in which the public body could discuss security and safety of buildings, facilities and information technology.
 - Governor Ducey signed it into law on June 5, 2020.
 - SB 1042 - Codified in statute, A.R.S. § 38-431.03 A.9.
 - “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 tom the representatives pursuant to this paragraph are confidential and exempt from public disclosure . . .”

Pending Legislation – Executive Sessions:

- HB 2804
 - Seeks to limit executive session for legal advice with the attorneys of the public body to only the specific enumerated purposes in the statute.
 - Seeks to require that any discussion or consideration of goals and objectives established by the public body on which an officer, appointee or employee of the public body will be evaluated be conducted in a public meeting.

1.06 Standing Reports

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

No update provided, as there were no new updates since the last meeting.

1.06.2 Senate

No Senate Report submitted, as no meeting was held in February.

1.06.3 Student Government Association (SGA)

Alicia Raber, Student Government Association Student Programming Coordinator, provided an update presentation; highlights include:

New Officer:

- Adriana Raber, Vice President
 - Major: Allied Health
 - Hobbies: Raising Quail & Building things
 - Career Goals: Registered Nurse

Spring 2021

- SGA Virtual Events/Activities – 4
 - Black History Celebration
 - Lunar New Year Celebration
 - Valentine's Day Cards
- Grab N Go Snacks (Food Pantry-Cochise Cupboard with support from Community Food Bank of Southern Arizona) – 100+
- Active Clubs – 10

Club Updates:

- PTK and Club TRiO community service – cleanup
- Art Club – working with City of Sierra Vista to create wonder art behind city library
- PTK – 5 Star Chapter recognition
- PTK Project – updating student recourse guides and the Honors in Action Project to focus on food insecurity
- Computer Challenge – March 1-5 virtual events

Spring SGA Virtual Events:

- Habits to Promote Mental-Wellbeing – March 12 12:30 – 1:30 PM - Anna Eickenbrock from our local Southeastern National Alliance for Mental Illness
- St. Patricks' Celebration/Hangout – March 17 1:00 – 2:00 PM
- Meet Your Major – March 24 12:30 – 1:30 PM

Mr. Quinn expressed his appreciation to SGA and college clubs for doing a great job presenting relevant topics, especially in a virtual format.

1.06.4 College President

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

Legislative Update:

- The Governor released his executive budget on January 15; it included statutory funding for the rural community colleges.
- Bills of Note:
 - Representative Regina Cobb's HB 2836—Appropriations: Rural Colleges passed the House 56-3 and has been referred to Senate Appropriations. This bill appropriates an additional \$21.2 million to rural community college districts for shovel ready projects. \$4,080,300 is recommended for Cochise College for the First Responder Academy/Transportation Center Driving Range initiative.
 - HB2021—College Course Credit; Dual Enrollment is a bill sponsored by Representative Michelle Udall. For high school graduation requirements being fulfilled by a college course, the school board is authorized to award up to one Carnegie unit for each three-semester hours of credit that the student earns in an appropriate college course. High school freshmen and sophomores are permitted to enroll in dual enrollment courses for college credit. The bill passed the House 58-0 and received a do pass from Senate Education.
 - HB2523—Four-Year Degrees: Community Colleges is a bill sponsored by Representative Becky Nutt. The bill passed the House 57-3 and has been referred to Senate Education and Finance.
 - HB2830—Alternative Organization; Community College Districts is a bill sponsored by Representative Cook on behalf of Gila Provisional. It modifies the requirements for a provisional community college district to be allowed to organize a community college district to reduce the minimum full-time equivalent student enrollment required to 450, from 900. It passed the House 59-1 and has been referred to Senate Education.
 - SB1294—Community College; Expenditure Limitation is a strike all bill sponsored by Senator Shope. The bill states, "For the purposes of calculating community college district expenditure limitations, the multiplier for the number of full-time equivalent students enrolled in career and technical education courses is increased to 1.0, from 0.3. As session law, retroactive to July 1, 2020, if a community college district exceeds its expenditure limitation for FY2020-21, FY2021-22, or FY2022-23, the district cannot have any state aid withheld and the penalty is \$100. It passed the Senate 21-9 and moved to the House.
- On the federal legislative level, Karen Dale, Celia Jenkins and Dr. Rottweiler meet with Congresswoman Kirkpatrick and staff on March 3, related to happenings at Cochise College and a briefing on the college's Water Campus project; it was well received and the college will be submitting an application for potential appropriation.

Master Facilities:

- No new updates

COVID-19 Updates:

- Cochise County Health Department distributed 300 Johnson and Johnson vaccines, March 9, from 8 am - 12 pm at the Benson Center. This effort is being coordinated with Mark Savage from Fry Fire. Several employees signed up to receive the vaccine.
- Classes are continuing with minimal disruption. Protocols and processes seem to be working well.
- Following protocols, the college suspended play and isolated the Men's Basketball team for 14 days. One student/athlete tested positive and per protocols, the team was isolated. They will be able to return to action on March 21. This will require the rescheduling or missing of three games.

General Comments:

- Phi Theta Kappa held its Regional Conference and Cochise College was well represented in the awards:
 - The Alpha Beta Zeta Chapter (Douglas)
 - Honorable Mention Distinguished officer team: Andrea Cruz (President), Kevin Chavez (VP of Leadership), Christian Soqui (VP of Public Relations), Emilio Montoya (VP of Finance) and Gerardo Abril (VP of Information Systems)
 - The Alpha Mu Zeta (Sierra Vista)
 - Winner Distinguished Officer: Summer Hom
 - Horizon Advisor Awards to both Bryan Homrighausen and Jennifer Wantz, presented by the Regional Coordinator
 - Winner Theme 4: Expressions of Truth Honors In Action Project for COVID Podcast Project
 - Winner Honors in Action
 - Honorable Mention: College Project
 - Winner Distinguished Chapter Award
 - Congratulations to all participating. We will further recognize PTK during the communications section of the agenda.
- February 10, participated in the AACCC Virtual Listening Tour with follow up with the VP for Governmental Affairs on Federal issues and federal compliance.
- March 2, presented to the Sierra Vista Executive Association
- March 4, hosted the All Arizona Academic Team Virtual Awards Ceremony. Four scholars from Cochise College were recognized, Luis Estrada, Jay Melzer, Chris Odette, and Alicia Raber.
- March 19, spoke before the Huachuca Area Republican Women's Group.
- Monthly meetings with Dr. Gary Packard, Dean of the College of Applied Science and Technology at the University of Arizona for potential partnerships.
- Upcoming Community Engagements:
 - Cochise Cats—Leaders' Mixer on March 11
 - Sierra Vista City Council, March 11
- Taking annual leave beginning Wednesday, March 17 thru Sunday, March 21, return to the office on March 22. Dr. Verlyn Fick will be Acting President.

Questions or comments:

David DiPeso inquired about changing to in-person classes; Dr. Rottweiler responded noting that the college will hold off letting up restrictions at least until after commencement.

Dr. Rottweiler also noted that the administration is meeting with program deans for recommendations of offering more face-to-face classes in the fall.

1.04.5 Monthly Financial Report – February 2021

The Financial Report for February 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 (*Toby Merrick, Library Circulation Coordinator, Douglas Campus*)
- 2.01.2 * Classified Staff; Appointment (*Kristian Miguel, Department Assistant Small Business Development Center, Downtown Center*)
- 2.01.3 * Classified Staff; Appointment (*Laurel Swanson, Buyer, Sierra Vista Campus*)
- 2.01.4 * Administrative Support; Appointment (*Andrew Myers, Academic Career Advisor, Sierra Vista Campus*)
- 2.01.5 * Faculty; Transfer (*Linda Vincent, LPN Coordinator/Instructor Nursing, District-wide based at the Downtown Center*)
- 2.01.6 * Administrative Staff; Resignation (*Tammy Brewer, Director of Testing Services, Sierra Vista Campus*)
- 2.01.7 * Faculty; Resignation (*Logan Barton, Instructor of Aviation Pathways, Douglas Campus*)
- 2.01.8 * Administrative Support; Retirement (*Richard Whipple, Graphics Designer, Sierra Vista Campus*)
- 2.01.9 * Acceptance of Minutes for February 9, 2021 – Regular Meeting
- 2.01.10 * Acceptance of Minutes for February 20, 2021 – Work Session

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.

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

Wick Lewis, Executive Director of Human Resources, introduced Karen Magatagan, Instructor of Nursing and Dale Porter, Assistant Dean of Business and Technology.

2.02 Placeholder – Classified Staff Appointment

ITEM PULLED FROM THE AGENDA.

2.03 Intergovernmental Agreement with Pima Community College District – Prison Education Services at Arizona State Prison Complex – Douglas

The administration requested the Governing Board adopt a motion to approve the Intergovernmental Agreement with Pima Community College to offer prison education services in Cochise County.

Mr. Quinn moved, and Mr. DiPeso seconded a motion approving the Intergovernmental Agreement with Pima Community College to offer prison education services in Cochise County. 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.

2.04 2021-2022 Student Tuition Schedule

The administration requested the Governing Board adopt a motion to approve the tuition schedule for FY2022, as presented.

Dr. Wendy Davis, Vice President for Administration, presented a tuition and fees schedule, which proposed a \$1 increase per credit hour for in-state, in-state differential, out-of-state (1-6 credits), and online in-state tuition. The presented schedule also proposed an increase from \$.10/page to \$.25/page for public records request fees. The increase aligns with the minimum rates of other institutions. There were no changes proposed to on-campus living for meal plans and housing.

Mr. Quinn asked where Cochise College stood in comparison to other Arizona colleges with the proposed increased in-state tuition rate; Dr. Davis responded noting that it puts the college third or fourth highest.

Mr. Nelson led a discussion regarding not increasing the in-state student tuition rate, as the tuition rate increased last fiscal year. If the proposed increase were not approved, the loss in potential revenue would be approximately \$80K.

Mr. Nelson moved, and Mr. Quinn seconded a motion to have tuition remain at the FY21 rates with the exception of online out-of-state, which will increase from \$153 to \$163 per credit hour, and the public records request will increase from \$.10 per page to \$.25 per page. The Governing Board approved with members, David DiPeso, Don Hudgins, Dennis Nelson, and Tim Quinn voting aye, and Jane Strain opposing. MOTION CARRIED.

2.05 Aviation Program Transition Options

The administration requested the Governing Board adopt a motion directing administration to execute either Option A, B, or C. The following three options were presented to the board for consideration:

Option A: Direct the administration to continue the program as currently constituted with on-going adjustments to program tuition/fees (approved on a three-year cycle) to reduce annual college subsidies. Students will continue to be admitted each semester with the goal of matching enrollment to current staffing and equipment levels. This option will not provide for other opportunities on the Douglas Campus.

Option B: Direct the administration to implement a maximum efficiency program by reducing the fleet from 15 to 9 planes, reducing staffing from 15 to 11 benefited employees, outsourcing annual and 100 hour maintenance, expanding flight times to maximize equipment and staffing, and doubling in-state differential tuition for professional flight training (PFT) courses from \$127 to \$254/credit. This will reduce the college subsidy by \$300,000-\$400,000 annually, if savings can be fully realized. The program will remain the highest cost program per FTSE, but the college subsidy can potentially be reduced 30% to 40%. Enrollment will be capped. This option has the potential of allowing the college to utilize some resources currently used by the Aviation Program to create and support additional career programs on the Douglas Campus.

Option C: Direct administration to admit no new students and begin the teach out process for currently enrolled students (anticipated 1-to-2-year process). Provide notification to

authorizing/partner agencies of the intended closure of the Cochise College Flight School upon completion of the teach out process. This option has the potential of allowing the college to utilize the resources currently used by the Aviation Program to create and support additional career programs on the Douglas Campus.

Dr. Rottweiler began the discussion noting, as directed by the board during a work session, senior administration brought before the board possible data-driven phase out options of the aviation program in order to transition into other programs on the Douglas Campus. Senior administration worked closely with the aviation department under the leadership of Belinda Burnett, Director of Aviation, to talk through some of the various options and proposals.

The board was provided a historical document outlining the program's student enrollment and costs for the past three years, which indicated the aviation program is the highest cost program at Cochise College. When the cost is broken down per FTSE, the aviation program is two to three times higher than the next highest-cost program. To help align the ratios, the board has approved increased aviation course fees over the past five years.

Ms. Burnett began by noting that her statements are representing the employees, staff, and students, past and present. In July 2019, the aviation team worked to develop a Quality, Stability, and Sustainability Plan (QS2). The plan is a long-term sustainability plan that will reduce the subsidy the college has to provide. The options presented in Option B, are the basis of many of the things in the QS2 Plan. Ms. Burnett requested the board allow the full plan to be presented during the next meeting and prior to any board decision being made.

Mr. DiPeso asked Ms. Burnett if she had explored privatizing some of the airport, selling fuel and tie-down fees. Ms. Burnett responded yes, and noted that reviewing the airport master plan is part of the QS2 plan to try to identify opportunities such as selling fuel and utilizing buildings left by Northrop Grumman. The plan also looks at alumni endowments and scholarships to help offset the expenses for students.

Responding to Mr. Quinn regarding a planned presentation of the QS2 plan, Dr. Rottweiler stated the decision to bring the action item so quickly to the March meeting is because notification to students is needed, if Option C, phase out the program, is the boards' option. Mr. DiPeso stated that he would like to allow the time for aviation to present the full plan before making a decision.

Mr. DiPeso inquired about the program costs at Cochise compared to other aviation institutions in the state; Dr. Rottweiler noted that the college's tuition is half of Yavapai's tuition. The Cochise aviation program is still the most affordable in the state.

Dr. Rottweiler expressed that aviation is and will continue to be the most expensive program with a subsidy of just over \$1M for 30 FTSE with the nursing subsidy being \$1M for 200 FTSE. It is a matter where the board wants to put its resources and interests. The aviation program is unique, but comes at a cost and the vast majority of the students come from outside of Cochise County, and they will leave the county to work when they finish.

Mrs. Strain stated that the aviation program is the most expensive program per FTSE compared with two other expensive programs, agriculture and nursing. The difference in programs is that these programs produce tax-paying citizens who stay in the county. Ms. Burnett responded noting that the aviation community is a worldwide community and every resident in Cochise County participates in the aviation community through use of goods and services. Mrs. Strain's response is that to a taxpayer, their money goes to a program where students leave the county after completion.

Mrs. Strain noted that she would also like to see the growth of the Douglas Campus with resources redirected into the growth into whole-campus programs versus one program for 35-40 students. Dr. Rottweiler responded noting that with Option A, there will not be any additional resources to be allocated to other programs at the Douglas Campus. Option B, provides potential additional resources assuming actual costs are recouped. Option C, allows reallocation of all the resources for other academic programs that are primarily in career and technical education on the Douglas Campus.

Mr. Quinn asked if the \$300-\$400K savings noted in Option B is a reality; Ms. Burnett responded yes. Mr. Quinn expressed the difference between Option B and Option C, is the availability of \$600-\$700K to move to other programs for the nearly 1000 plus students. It is the board's responsibility to take a limited amount of dollars and provide it for the greater good, for not only the community in which it serves, but also the students. The college needs to position itself with innovative and technologically advanced education that can serve the community. What is seen is the inability to move upwards of \$1M to almost 950 other students.

The cost benefit analysis shows the impact to the availability of funding for other programs and funding for responsive and innovative educational experiences that the college could possibly develop. The Douglas Campus could provide and host new state of the art opportunities for that type of community, which is relevant. Mr. Quinn also expressed his realization that if a decision were made, it would personally impact the aviation staff and their families. However, in the end, the benefits of continuing to provide aviation to the number of student that it does, does not outweigh the costs and especially when compared to the cost benefit analysis of other technological and vocational training.

Ms. Burnett requested the board give her the opportunity to present the QS2 report and hear what the program has been working on before making a decision. She expressed that the program will be able to present a plan that saves the college over \$300-\$400K over the next two years with revenue from selling planes and adjusting personnel staffing. Dr. Rottweiler interjected noting that the sale of planes will only generate one-time, not on-going funds. Option B is a wonderful option, but it will not make the program revenue neutral, which is not expected. To have the program be revenue neutral, the tuition would need to be increased three and four times and the student fees increased at least double.

Mr. Nelson stated the board has a fiduciary duty to spend the funds at the college prudently. The aviation program's current costs do not seem prudent. The administration has worked to bring costs in line by raising fees over the last couple of years. He also noted that he would like to give the Aviation Department and students the opportunity with Option B if costs per FTSE can be reduced by \$5-\$15K per year, with the understanding that if it doesn't work, the board needs to terminate the program.

Mr. Quinn asked if the program doubled the tuition, would it still be able to meet the 40-student enrollment; Ms. Burnett responded noting that the increase would not be an enrollment barrier. Dr. Rottweiler informed the board that the doubling of tuition would bring in \$80K. He also noted that QS2 is a report not an action item. If Option B were approved, the tuition fee would be doubled from \$127 to \$254.

Responding to Mr. DiPeso's comments regarding increasing course fees, Dr. Rottweiler noted the board had the ability to direct administration to increase fees at whatever level they feel comfortable. The question is if the costs for Cochise's aviation program were the same as other colleges, would students chose to come to Cochise?

With Ms. Burnett's request for the board to consider Option B with the implementations of QS2 for at least another year, Mr. Quinn noted considering Option B is not so much about the savings, it is about the \$600-\$700K the college loses, to invest in other technology, in other innovative means of instruction, and programs.

Mr. DiPeso expressed that the college should raise the tuition and fees to rates similar to other institutions.

Mrs. Strain stated the dilemma is a very expensive program, which is a great program, but capped at 40 students; most of which are not employed in Cochise County.

Mr. Hudgins, Board Chair turned time over to allow comments from three members of the public who wished to speak to the agenda item; noting each had three-minutes. The following individuals addressed the board:

- Michael McGrath, Chief Flight Instructor, shared that he retired in 2007 and attended Cochise College then became a pilot. In 2018, he was hired to instruct at Cochise College. He expressed that he could have taught anywhere, but chose Cochise because the reputation of the aviation program is real across the world; it is the best aviation program. He supports Ms. Burnett's suggestion to table the action because the plan is worth hearing. The students, the staff and the citizens of Cochise County have the right to hear what the Aviation Department staff have been working on for the last eighteen months.
- James Cruze, Aviation Instructor, stated that he is from Tucson and owns property and votes in Cochise County. He came to Cochise College for the Aviation Department. Cochise County is not very industrious and expecting students to come here and stay here is against the college's mission. It is selfish for the college to expect the students to stay where industry is not very booming. Mr. Cruze noted that he has worked for airlines and has flown with captains who have heard of Cochise College, and the reputation is real. He recommended the board listen to the QS2 Plan before making a decision.
- Abraham Contreras, Aviation Instructor and program graduate, stated that he had the choice to pick any aviation program, and he chose Cochise College because of the reputation.

Mr. DiPeso moved and Mr. Nelson seconded a motion directing administration to execute Option B. Mrs. Strain noted that per policy, the board does not receive plans, such as QS2 from departments; they are brought before the board by administration. Mr. Quinn noted his concern on voting Option B right now is that the board needs to look at and possibly increase the fees associated with the aviation program to be comparable to other colleges. Option B does not say that, it says \$157 to \$254. If the board is going to look at an option, then he would like to table the motion, then bring back a plan that the administration puts forth that provides costs that are comparable and then see the savings based upon the new numbers versus an option that just locks the college into \$254. Dr. Rottweiler noted that senior administration needs a direction from the board so discussion points and reasonable cost savings can be realized through a plan. Mr. Hudgins expressed that he would like to see the Douglas Campus serve the Douglas residents better, and resources are needed to expand programming. The campus needs to be kept viable and sustainable. Following further discussions by the board, the Governing Board voted with members, David DiPeso and Dennis Nelson voting aye, and Don Hudgins, Jane Strain, and Tim Quinn voting nay. **MOTION FAILED.**

Mr. Quinn moved and Mrs. Strain seconded a consideration of Option C, a two-year teach out process of the aviation program, then hear from administration for how the resources can be used for other programs. Mr. Nelson expressed that he wants to hear the QS2 plan. Mr. Nelson would

like to see a projection of the cost and fees to see what the FTSE is per student over the next three years. In order to do that, Mr. Quinn said the action item needed to be tabled, and a motion to bring the item back to the next meeting with all of the data with two options. Option one, to reduce the program with a cap, recommendation to reduce the subsidy by \$500K, and increase the costs of the program to be equivalent across the state. Option two, admit no new students and to teach-out, eliminating the program.

Tim Quinn moved and Jane Strain seconded to remove his motion for Option C and he made a motion to table the action item, and require the administration to bring back to the next board meeting two options. Option one, to reduce the college subsidy by \$500K, and increase the costs of the program to be equivalent across the state. Option two, admit no new students and teach-out over the next two years. The Governing Board unanimously approved with members, David DiPeso, Dennis Nelson, Don Hudgins, Tim Quinn, and Jane Strain all voting aye. **MOTION CARRIED.**

3. INFORMATION ITEMS

INFORMATION

3.01 Communications

- Dr. Rottweiler received a letter from Kathy Mannes, Vice President for JFF, expressing their appreciation for the college's leadership as part of the Google IT Support Professional Certificate project. Ms. Mannes's letter also noted that thanks in part to the dedication of the staff at Cochise College, 105 community colleges in over 20 states have successfully launched the new Google certificate to date.
- Dr. Rottweiler received an email from Lynn Tincher-Ladner, Ph.D. President and CEO of Phi Theta Kappa Honor Society, notifying him that the Phi Theta Kappa's REACH Rewards program recognizes and rewards Phi Theta Kappa chapters that excel in membership development. With that, Ms. Tincher-Ladner happily announced that Cochise College's Phi Theta Kappa chapters have been named a 2021 REACH Chapter and will receive special recognition in the form of Phi Theta Kappa graduation stoles that will be sent directly to your chapter's advisor.
- Dr. Rottweiler received two letters from Lynn Tincher-Ladner, President and CEO of Phi Theta Kappa Honor Society, honoring Marguerite Connors and Angelita Bustamante for five years of service as advisors of the Alpha Beta Zeta Chapter (Douglas). Dr. Tincher-Ladner notes that advisors are truly the lifeblood of the organization, and they are delighted to recognize them for their years of service. Each was awarded 5-year service pins.
- Jennifer Wantz, Director of Community Relations, received a letter from the Salvation Army thanking her and the college for supporting the Angel Tree Program. The program provided gifts to 390 children in need this year and many of those families were hit especially hard due to the pandemic.
- Dr. Rottweiler received an email from the Higher Learning Commission (HLC), reporting that their staff reviewed the college report on data related to student retention and persistence, and noted no further reports are required. The institution's next reaffirmation of accreditation is scheduled for 2025-2026.

3.02 Development of the FY22 Preliminary Budget Update

The administration updated the Governing Board on the FY22 preliminary budget development distributing a preliminary changes document.

Dr. Rottweiler noted that the draft preliminary budget changes are based on full funding from the state legislature and the Governor's Office. The State aid funding is in Maintenance and

Operations, in equalization, and in STEM; and considers a two percent tax levy. Should the board choose not to increase the budget by two percent that will reduce the proposed budget an additional \$465K. Also noted was that based on the board's actions not to increase student tuition by \$1, the administration will reduce the proposed budgeted revenue \$80K.

The preliminary budget includes existing ongoing expenses such as payroll, benefits, software, utilities, etc., the board's priorities, new programming, and ongoing and one-time funding requests.

Board Priorities:

- Possible transition of aviation program to other programming on the Douglas Campus
- Electric car maintenance exploration
- Low-water agriculture
- Stackable credential programs
 - Phlebotomy
 - EKG
 - Medical Billing and Coding

New programming or staffing:

- Medical Billing and Coding instructor
- Assistant Director of Facilities
- Instructor of Mobile Trades
- Instructor of Diesel Technology
- Director/Dean Institutional Research

Questions/Comments:

Mr. Quinn asked about the requests that could be effected with a two percent tax increase, no reprogramming of aviation funds, and no tuition revenue; Dr. Rottweiler noted the reduction of funds would come from on-going requests and any one-time request if it tied to the approval of the on-going request.

Mr. Nelson stated the college should ask Copper Queen Hospital for a donation to fund the request for the Virtual Cadaver.

4. COMMENTS FROM GOVERNING BOARD MEMBERS

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

- Mr. Quinn
 - Requested to hear a report from the nursing program. A briefing on the COVID support; provided ventilators, PPE, how many vaccines, tests, etc.
 - Thanked fellow board members on the frank discussion regarding Aviation.
- Mrs. Strain
 - Wonderful meeting. Expressed honor and respect for each member of the board.
- Mr. DiPeso
 - Great discussion.
- Mr. Nelson
 - Has been on the Board for eight years, and this is the first for a split vote; respected the collegiately.
 - All Academic Awards – great honor to see the students who won.
 - Jim Dickson Scholarship through Copper Queen Hospital now has four scholarships in the amount of \$1250 each for incoming allied health students.

Cochise College Regular Governing Board meeting
March 9, 2021

Provided thanks to Denise Hoyos, Cochise College Foundation Director for her tremendous help with setting up the endowment.

- Mr. Hudgins
 - Great meeting.

5. **ADJOURNMENT**

Mr. Hudgins adjourned the meeting at 8:28 p.m.

Respectfully Submitted:

Crystal Wheeler, Executive Assistant, Office of the President

Mr. Dennis Nelson, Secretary of the Governing Board