

## APPROVED MINUTES

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

Tuesday, September 12, 2023  
Sierra Vista Campus  
Governing Board Room 301  
6:00 p.m.

Members of the public who wished to attend the meeting via video conference joined at <https://cochise.zoom.us/j/92403539926>.

#### 1. GENERAL FUNCTIONS

##### 1.01 Call to Order

Mrs. Strain called the meeting to order at 6:00 p.m.

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

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

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

Mr. Tim Quinn

##### 1.02 Pledge of Allegiance

Mr. Hudgins led the Pledge of Allegiance.

##### 1.03 Adoption of Agenda

Item 2.01.1 Appointment Action Item for Evan Dantzler noted the incorrect start date; the official start date is September 18, 2023. The agenda was adopted with no further modifications.

##### 1.04 Citizen's In-person Interim

There were no requests to address the Governing Board.

##### 1.05 Standing Reports

##### **1.05.1 Representative to the Arizona Association of Community College Trustees (AACCT)**

Mrs. Strain reviewed the update provided by Mr. Quinn, AACCT representative, who was not present to provide an update. Mrs. Strain stated that the August 23-23, meetings focused on reviewing initiatives for the coming year. Marie, a Maricopa County representative, expressed how Arizona Community Colleges need a strategic plan as they move forward to detail the objectives and capacities of community colleges, which could also be used to compare data to strategic plans produced by Arizona Colleges and

Universities. There were also discussions on the future duties and responsibilities of the acting Executive Director of AC4.

### **1.05.2 Senate**

A written Senate report was submitted and accepted as published.

Questions/Comments:

Mr. Nelson inquired if the upcoming Higher Learning Commission (HLC) visit is related to the Bachelor's program. Dr. Rottweiler responded stating the visit in December would be a multisite visit for the Fort Huachuca Education Center and the Willcox Center. The visit in January would be due to the change of status related to the Bachelor's program. Lastly, the institution is getting prepared for the reaffirmation of accreditation in 2025-2026.

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

Kevin Robles, Student Government Association (SGA) President, introduced the SGA Executive Board members, and presented fall semester updates to the board; highlights include:

SGA Executive Member Introductions:

- Aidyn Durazo, Vice-President of Douglas Campus
  - Major: Allied Health
  - Favorite Quote: "Be thankful for what you have; you'll end up having more. If you concentrate on what you don't have, you'll never have enough." – Oprah Winfrey
- Ethan Rodriguez, Vice President Sierra Vista Campus
  - Major: General Requirements
  - Favorite Quote: "Control the controllable" - Unknown
- Andrea Galvez, Vice-President of Programming
  - Major: Nursing
  - Favorite Quote: "I believe in being strong when everything seems to be going wrong." – Audrey Hepburn
- Cayla Lewis, Secretary
  - Major: Nursing
  - Favorite Quote: "Human kindness has never weakened the stamina or softened the fiber of a free people. A notion does not have to be cruel to be tough." – Franklin D. Roosevelt
- Andrea Ramirez, Vice President of Public Relations
  - Major: Computer Science
  - Favorite Quote: "El arte más poderoso de la vida es hacer del dolor un talismán que cura: una mariposa que renace florecida en fiesta de colores." "The most powerful art in life is to turn pain into a talisman that heals." – Frida Khalo
- Christian Lewis, Treasurer
  - Major: Computer Science
  - Favorite Quote: "Each day's a gift, not a given right. Leave no stone unturned; leave your fears behind and try to take the path less traveled by the first step you take is the longest stride." – Nickelback band.
- Kevin Robles, President
  - Major: General Requirements transfer to U of A for a bachelor's in statics and data science.
  - Favorite Quote: "Yesterday is history, tomorrow is a mystery, but today is a gift. That's why it is called the present." – Eleanor Roosevelt

Fall 2022 Events:

- August
  - Co-hosted new student orientation
  - “How Can I Help You” Initiative
  - Welcome back Grab & Go events
    - Thanks to Board Chair Strain and various administrators for participating
  - Tailgate Women’s Soccer Season Opener
  - All Clubs Meeting
- September
  - Club Fairs
  - Constitution Day Celebration – September 13 & 14
  - Sierra Vista Campus Blood Drive – September 22
  - Cochise College Booth at the County Fair – September 22

September “Can Chat” Highlights:

- National Suicide Prevention (Sept. 10-16)
  - Suicide & Crisis Lifeline – 988
  - Veterans Crisis Line – 988 then Press 1

SGA Goal:

- Foster an inclusive, safe, and enjoyable environment for all students across the district, while connecting them to educational, social, leadership, and volunteer opportunities.

SGA Operations:

- SGA meetings – weekly at each campus
  - Douglas on Tuesdays at 8:00 a.m.
  - Sierra Vista on Thursday at 12:15 p.m.
  - Meetings are open to the entire college community
- All Clubs meetings – Third Friday of each month via Zoom.

Mr. Nelson and Mrs. Strain thanked the students for serving as SGA members and for their leadership.

**1.05.4 College President**

Dr. Rottweiler started his report noting that the college is up and running! The college celebrated the start of the new year on August 14<sup>th</sup> with Convocation on the Douglas Campus. Thanks were given to Board Chair Stain, and Mr. Quinn for their attendance. August 21<sup>st</sup> marked the beginning of classes.

Legislative Update:

- The board packet included a copy of the 2023 End of Session Report provided by Pivotal Consulting. The report provides the main happenings during the First Legislative Session of the 56th Arizona Legislature. Specific legislative victories include additional one-time aid to rural colleges, EL relief, and dual credit funding opportunities.
- The community colleges submitted the FY 2024-25 Budget Request on September 1st. The request outlines the statutory formula funding as well as an additional multi-year request and a request to restore M&O funding to Pima and Maricopa.
- If funded as requested, Cochise would receive the following in formula funding:

	<b>'24</b>	<b>'25</b>	<b>Difference</b>
<b>M&amp;O</b>	\$4,423,700	\$3,938,200	\$ -485,500
STEM	\$ 954,700	\$ 833,400	\$ -121,500
Equal	\$9,759,600	\$10,575,800	\$ 816,200
Rural Aid	\$5,269,700	\$5,269,700	\$ -0-
<b>Total:</b>	<b>\$20,407,700</b>	<b>\$ 20,617,100</b>	<b>\$ 209,400</b>

Facilities Update:

- In preparation for the new construction, a back-access road has been established through the newly acquired CenturyLink property and the relocatable buildings are being demolished in preparation for the housing unit. The board agenda included an action item to replace the roof on the 2600 (CenturyLink) Building.
- Endless hours of hard work have gone into projects such as the Douglas Campus Welcome Center, ambulance simulator, wells, high-flex classrooms, etc.

Initiatives:

- First Responders Academy
  - Based on the board's actions last month, the college will hold a groundbreaking on September 25<sup>th</sup> at 5:00 p.m. for the Student Housing, and the Firearms Training Complex, as well as a showcasing of the newly remodeled Law Enforcement Building. During the event, Mr. George Bugen will also be inducted into the Cochise College Hall of Fame.
  - The evening's agenda included:
    - an action item to name student housing Bugen Hall in honor of George Bugen, who provided a significant donation to the college foundation.
    - an IGA with the City of Sierra Vista to provide an 8-week Fire Academy was given to the board for review.
- Workforce Development
  - Dr. Dale Porter has been named the Interim Dean for Workforce Development. He has served as the Assistant Dean of Business and Technology for the past 2 1/2 years. Dr. Porter will pick up and move forward with many of the projects that are currently underway.
  - One initiative is the Innovation Launch Point Certificate for which the college is requesting a special tuition rate of \$250 per course. This program is a request from partners on Fort Huachuca. Additionally, the college will be initiating certification courses in Sec+ and Project Management as requested by partners at Fort Huachuca.

Community Engagements:

- August 8 – City of Sierra Vista Spotlight Breakfast
- August 8 – Congressional Joint Subcommittee Field Hearing related to “Biden’s Border Crisis and its Effect on American Communities”
- August 10 – Guest on First Watch with Sheriff Dannels
- August 15 – Schneider Electric (potential resource savings)
- August 18 – Cochise County Sheriff’s Assist Team Awards
- August 23-24 – AC4 & AACCT Legislative Retreat in Flagstaff
- August 25 – Co-hosted Buena Football radio with the Sheriff
- August 28 – Met with Kristin Boilini and Senator Gowan
- August 29 – Met with Allo Fiber representatives to discuss opportunities as it relates to workforce and training

- August 31 & Sept. 7 – Hosted a Counselor’s Breakfast with county school counselors. Special thanks given to Lynn Bagwell and the Early College team for making the event possible.
- September 6 – Foundation Meeting
- September 12 – Good Morning Sierra Vista

Upcoming Activities:

- September 19 - CoolFM Interview (Founders Day on Sept. 21 and Groundbreaking on Sept. 25)
- September 21 – Founder’s Day events on both campuses
  - Sierra Vista: 12-2 pm
  - Douglas Campus: 2-4 pm
- September 22-23 – Rodeo at the Cochise County Fair
- September 25 – Groundbreaking @ 5 pm in the 600 building on the Sierra Vista Campus
- September 28 – U of A Global Campus Meeting
- September 29 – Cochise County Helios Decision Center Breakfast @ 8am in the Community Room on the Sierra Vista Campus
- September 30 – Hispanic Heritage International Festival
- October 4 – 11 – Dr. Rottweiler on annual leave
- October 9-12 – Mr. Nelson will attend the ACCT Leadership Congress
- October 10 – Board Meeting in Douglas. Dr. Perey will lead the meeting in absence of Dr. Rottweiler
- October 13 – Pit Fire

Questions/Comments:

Mr. Hudgins inquired about the fiber on the Douglas Campus. David Luna, Chief Information Officer, replied stating the College is priority for installation. The plan is to tie the fiber network into the existing infrastructure and then later as the new infrastructure is built, integrate the college’s system into that. The longest lead item is the permits for the Department of Transportation to bury the fiber networks.

Mrs. Strain inquired about the Founders Day event and the Helios meeting. Andy Espinosa, Director of Student Leadership and Activities, responded noting that on Founders Day, Historical displays will be provided by the librarians and refreshments will be served. Dr. Rottweiler noted the Helios meeting is to present data related to Cochise County high school graduation rates, college-going rates, etc. They will also provide an in-depth analysis of factors that may affect these rates and ways to boost them.

Dr. Rottweiler also stated the college-going rate was 53%, it is now back to 50% following COVID. In order to increase the rate again, navigators will have to re-engage with educational partners to help move Educational Attainment.

**1.05.5 Monthly Financial Report – August 2023**

The Financial Report for August 2023 was presented and accepted as submitted.

**1.05.6 Monthly Academic Progress Report – September 2023**

The monthly Academic Progress Report for September 2023, included Higher Learning Commission Criteria 2 Integrity: Ethical and Responsible Conduct. Items 2a and 2c are

Board responsibilities. Dr. Rottweiler recommends the board take some time to review the material.

## 2. NEW BUSINESS \*

### 2.01 Consent Agenda \*

The following items were approved:

- 2.01.1 \* Classified Staff; Appointment (*Evan Dantzler, User Support Technician, Sierra Vista Campus*)
- 2.01.2 \* Classified Staff; Appointment (*Delia Dorame, Administrative Assistant - Math and Sciences, Sierra Vista Campus*)
- 2.01.3 \* Administrative Support; Appointment (*Catherine "Katy" Beveridge, Academic/Career Advisor, Sierra Vista Campus*)
- 2.01.4 \* Administrative Support; Appointment (*Amy Wagner, Accountant, Sierra Vista Campus*)
- 2.01.5 \* Administrative Staff; Appointment (*Michael "Cody" Hammack, Assessment and Program Review Manager, Downtown Center*)
- 2.01.6 \* Coach; Appointment (*Scott Zacker, Assistant Coach - Women's Basketball, Douglas Campus*)
- 2.01.7 \* Adult Education; Appointment (*Nancy Bhe, Adult Education Instructor, Sierra Vista Campus*)
- 2.01.8 \* Classified Staff; Resignation (*Justin Waller, Facility Services Technician, Sierra Vista Campus*)
- 2.01.9 \* Administrative Staff; Resignation (*Jesus Arrieta, Director User Support Services, Sierra Vista Campus*)
- 2.01.10 \* Administrative Staff; Resignation (*Amber Watson, Librarian, Douglas Campus*)
- 2.01.11 \* Faculty; Resignation (*Sophia Eyerman, Instructor of ESL, Douglas Campus*)
- 2.01.12 \* Faculty; Resignation (*Reveca Owens, Instructor Student Success, Douglas Campus*)
- 2.01.13 \* Classified Staff; Separation (*Shelby Gonzales, Registration Technician Military Programs, Fort Huachuca Center*)
- 2.01.14 \* Innovation Launchpoint Course Tuition
- 2.01.15 \* Curriculum
- 2.01.16 \* Acceptance of Minutes for August 8, 2023 – Regular Meeting
- 2.01.17 \* Acceptance of Minutes for August 28, 2023 – Virtual Special Meeting

Mr. Hudgins moved, and Mr. DiPeso seconded a motion to approve the Consent Agenda adjusting the start date for Evan Dantzler to September 18, 2023. The Governing Board approved with David DiPeso, Don Hudgins, Dennis Nelson, and Jane Strain all voting aye. **MOTION CARRIED.**

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

Wick Lewis, Executive Director of Human Resources, introduced Delia Dorame, Administrative Assistant for Math and Sciences; Dale Miller, Art Studio Coordinator; Evan Dantzler, User Support Technician; Khaleel Abusal, Instructor of English; Cody Hammack, Assessment and Program Review Manager; and Paul Heredia, Instructor of Business.

## **2.02 Intergovernmental Agreement – Cochise College and the City of Sierra Vista Fire Service Training Academy**

The administration requested the Governing Board approve a motion authorizing the college president or designee to sign the Intergovernmental Agreement for the Cochise College and the City of Sierra Vista Fire Service Training Academy.

Mr. DiPeso moved, and Mr. Nelson seconded a motion authorizing the college president or designee to sign the Intergovernmental Agreement for the Cochise College and City of Sierra Vista Fire Service Training Academy. There was no further discussion. The Governing Board approved with David DiPeso, Don Hudgins, Dennis Nelson, and Jane Strain all voting aye. **MOTION CARRIED.**

## **2.03 Building Naming Request**

The administration requested the Governing Board approve a motion authorizing the college president to name the new Student Housing Building on the Sierra Vista Campus, “Bugen Hall”, in honor of Mr. George Bugen.

Dr. Rottweiler noted that per policy 1010, the board can approve the naming of a building after an individual who has made an outstanding contribution to Cochise College. Upon the passing of Mr. Bugen, the college inherited his assets, which included his home, investments, and Cadillac that was donated to the automotive program for training. For his outstanding contributions to the institution, he will be inducted into the Cochise College Hall of Fame. Additionally, Mr. Bugen has provided the largest gift in the history of Cochise College, most of which will be used towards student housing.

Mr. Hudgins moved, and Mr. DiPeso seconded a motion authorizing the college president to name the new Student Housing Building on the Sierra Vista Campus, “Bugen Hall”, in honor of Mr. George Bugen. There was no further discussion. The Governing Board approved with David DiPeso, Don Hudgins, Dennis Nelson, and Jane Strain all voting aye. **MOTION CARRIED.**

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

The administration requested the Governing Board adopt a motion appointing a voting delegate for the ACCT Leadership Congress.

Mr. Hudgins moved, and Mr. DiPeso seconded a motion to appoint Mr. Nelson a voting delegate for the ACCT Leadership Congress. There was no further discussion. The Governing Board approved with David DiPeso, Don Hudgins, Dennis Nelson, and Jane Strain all voting aye. **MOTION CARRIED**

## **2.05 Sierra Vista Campus Building 2600 Roof Project**

The administration requested the Governing Board approve a motion authorizing the college president or designee to sign the quote for an amount not to exceed \$369,470.28 from Progressive Roofing.

Dr. Rottweiler explained that the purchase of the 2600 building (former Century Link) needs a new roof. Mr. Nelson asked if other repairs are needed; Dr. Rottweiler responded, yes, the HVAC unit and possible fire suppression.

Mr. Nelson moved, and Mr. DiPeso seconded a motion authorizing the college president or designee to sign the quote for an amount not to exceed \$369,470.28 from Progressive Roofing. There was no further discussion. The Governing Board approved with David DiPeso, Don Hudgins, Dennis Nelson, and Jane Strain all voting aye. **MOTION CARRIED**

### 3. INFORMATION ITEMS

#### 3.01 Communications

- Ashley Dahlke, Art Instructor, was appointed by Arizona Governor Katie Hobbs as the Bisbee representative on the Arizona Commission on the Arts.
- Abe Villarreal, Douglas Campus Dean, was selected to receive the Capitol One Scholarship. The Scholarship will cover the cost of the program fee (\$10,000) to participate in the Hispanic Association of Colleges and Universities (HACU) La Academia de Liderazgo program.

Mrs. Strain expressed her congratulations.

#### 3.02 Nursing and Allied Health Report

Melesa Ashline, Director of Nursing, led a presentation to the Governing Board on Nursing, Medical Professions, Basic Behavioral Health, Emergency Medical Technician, and Paramedicine Programs; highlights include:

Medical Professions, Nickie Dannels BSN, RN Coordinator of Programs:

- Medical Professions Current Enrollments:
  - Medical Assistant (MA): 42 students
  - Phlebotomy Technician: 14 students
  - EKG Technician: To be offered later this academic year
  - Medical Billing and Coding: 17 students
- Medical Professions Completions in 2022-2023:
  - Medical Assistant (MA): 25
  - Phlebotomy Technician: 19
  - EKG Technician: 8
  - Medical Billing and Coding: 2
- 100% of all students completing a Medical Professions Program passed their National Certification Examination on the first attempt
- Hired a full-time Medical Professions Faculty member and additional associate faculty
- Completing the first MA cohort in Douglas after several years
- Began MA program as dual credit in the high schools
- Received the U of A “Ahead Grant “
- Students are being hired at local facilities with these certifications
- Developed Law Enforcement Phlebotomy Course – for completion in November

Basic Behavioral Health Program, Jan Jones, MS, Instructor:

- Basic Behavioral Health Certificate: 14-credit program that includes:
  - Common diagnoses, medications, symptoms, case studies, and interventions
  - Codes of ethics, professionalism, mandated reporting, informed consent, setting boundaries, and duty to warn/protect
  - Effective interviewing, de-escalation techniques, and active listening
  - Treatment Planning, documenting accurately in a health record, clinical language, and working with multi-disciplinary teams
  - Industry certification in Nonviolent Crisis Intervention
  - Healthcare Provider CPR and First Aid certification



- 75-80% employed from the past classes
- Funded through Legacy Foundation of Southern Arizona for 3 years
- First cohort began fall 2022 with 14 students, 28 students in the second cohort, and 20 in current cohort
- Pediatric and Infant Behavioral Health Intervention Course in Fall 2023
  - Common diagnoses of children and adolescents, effective techniques for working with this population, and developmental psychology
  - Currently have 17 students enrolled
- Post-Traumatic Stress Disorder Intervention Courses in Spring 2024
  - Causes of trauma, diagnoses and treatment modalities, trauma informed care, PTSD, and Complex Traumatic Stress Disorder

Emergency Medical Technician Program, Eric Bailey, Instructor:

- 62 EMT students completed in 2022-2023
- Currently 43 EMT students enrolled
- Outcomes for last three years:
  - Retention Rates:
    - 2020-2021: 66%
    - 2021-2022: 55%
    - 2022-2023: 69%
  - National Registry Pass Rates:
    - 2020-2021: 62.1%
    - 2021-2022: 70%
    - 2022-2023: 89.6% (the first year with a full-time faculty member)

Paramedicine Program, Daria Rike, Instructor:

- Currently have 15 PMD students
- 8 students will complete and test in September 2023
- Outcomes for the last three years:
  - Retention Rates:
    - 2019-2020: 100%
    - 2020-2021: 91.7%
    - 2021-2022: 90.9%
  - National Registry Pass Rates:
    - 2019-2020: 57%
    - 2020-2021: 84.6%
    - 2021-2022: 100%

Nursing, Director of Nursing, Melesa Ashline:

- Current Enrollments:
  - CNA: 26
  - LPN: 15
  - RN: 68 First Year Students and 71 Second Year Students (139)
- Completions in 2022-2023:
  - CNA: 47 (all are employed)
  - LPN: 23 (all are employed)
  - RN: 64 (63 employed)
- Restructure:
  - Assistant Director of Nursing, Cara Elkins
  - LPN Lead Faculty
  - CNA Coordinator and Lead Faculty
- RN NCLEX Pass Rate Improvement:
  - 2022: 69.23%

- Completed and Implemented a Corrective Action Plan During 2022-2023
- 2023: 92%

In the Works:

- RN to BSN Program
  - Accreditation from the Arizona State Board of Nursing for the Bachelor of Science in Nursing informed Dean Hill, that they did not need to sign off for the institution.
  - Working on ACEN application to apply
  - Fall 2024 anticipated to begin the BSN program
- Surgical Technician Program
  - Pima Community College has petitioned the accrediting body to allow exceptions for faculty requirements because of the difficulty in finding them. The decision is pending.

Questions/Comments:

Mr. Nelson asked about the difference between an EMT and a Paramedic. Mrs. Rike responded stating paramedics have a higher level of education/training compared to EMTs.

Mr. Nelson questioned what the law enforcement phlebotomy course is. Mrs. Dannels stated it is a course specifically designed for law enforcement officers to perform phlebotomy in the field. For example, if an officer pulled a citizen over for driving under the influence, the officer could perform a blood draw. Dr. Rottweiler noted that to offer this course, the college had to get approval from the Governor's Office of Highway Safety. It is a collaboration between Nursing and Allied Health and the Law Enforcement Program. Mrs. Dannels also stated that this course is paid for by the state.

Mr. Hudgins thanked the staff for their outstanding work.

Mr. Nelson noted it was great to see the improved passing rates on testing.

### **3.03 Human Resources Onboarding Process Update**

Wick Lewis, Executive Director of Human Resources, presented an onboarding and retention report. Highlights include:

Onboarding and Retention:

Full-time processes are generally centralized and managed in Human Resources. Part-time processes are often decentralized and managed by the hiring manager or Academic Dean.

Processes include:

A. Recruitment

- Job Description Review
- Job Marketing – Local and national Advertisement which includes links to Cochise information.
- FT Accelerated Hiring
  - Open Until Filled (OUF)
  - Smaller Screening Committee – nimble scheduling
  - Screening Committee meetings are omitted when possible to save time
  - Engage priority candidates sooner
- Average Days to hire date vs filled date
  - Advertise to hire date
    - 2021 – 83
    - 2022 – 91

- 2023 – 69
- Advertise to fill date
  - 2021 – 39
  - 2022 – 48
  - 2023 – 37 (6 months)

B. First Day on The Job

- New Employee Checklist
- Connectivity prior to employment
- Meet & Greet on day one
- New Employee Orientation

C. A Welcoming Culture

- Outreach from HR
- Outreach from Payroll/Benefits
- Employee Recognition
  - Service Awards (5,10,15...)
  - Cochise KUDOS
  - NISOD awards
  - STAR awards – Associate Faculty
- Annual Comp Analysis

**4. COMMENTS FROM GOVERNING BOARD MEMBERS**

Mrs. Strain turned the time over to Governing Board members to provide comments/share information.

- Mr. DiPeso
  - Noted that his friend had his car worked on in town, and the mechanic mentioned he was having a hard time recruiting employees. His friend mentioned the Cochise College automotive students, to which the mechanic replied noting the students are well trained but can only work on clean engines and have all the resources they need. Mr. DiPeso suggested maybe starting an intern program for them to go work and get their hands dirty.
    - Dr. Rottweiler noted that businesses are encouraged to speak with the college regarding what they are looking for in the industry.
- Mrs. Strain
  - Noted this year's convocation was great. There was a large attendance and she was very surprised to be recognized for her years of service.
  - Attended Good Morning Sierra Vista. She noted the food from Chris and his team was excellent as always.
  - Attended the SACA meeting in which Cyber/CIS Director, Dan Guilmette presented. These meetings have had a good response.

**5. EXECUTIVE SESSION – Information Technology Security**

- A. The Governing Board may choose to enter into executive session pursuant to 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 to, the representatives pursuant to this paragraph are confidential and exempt from public disclosure under this chapter and title 39, chapter 1.

**5.01 Executive Session – Information Security Technology**

**ACTION**

Robert Gibbs, Chief Information Security Officer, provided an update to the Governing Board on Cochise College Information Security.

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

Mrs. Strain recessed the regular meeting at 7:30 p.m., and the board moved into Executive Session at 7:35 p.m.

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

Mrs. Strain adjourned the Executive Session at 8:44 p.m. and reconvened the regular meeting at 8:45 p.m.

**6. ADJOURNMENT**

Mrs. Strain adjourned the meeting at 8:45 p.m.

Respectfully Submitted:

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Crystal Wheeler, Executive Assistant, Office of the President

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Mr. Don Hudgins, Secretary of the Governing Board