

NOTICE

PUBLIC MEETING OF THE GOVERNING BOARD OF THE COCHISE COUNTY COMMUNITY COLLEGE DISTRICT

Pursuant to A.R.S. §38-431.02, notice is hereby given to the members of the Governing Board of the Cochise County Community College District and the general public that the board will hold a regular meeting virtually open to the public on **Tuesday, May 13, 2025, beginning immediately following the Special Truth in Taxation Meeting that starts at 6 p.m.** in the Governing Board Room - 301 located on the Cochise College Sierra Vista Campus located at 901 N. Colombo Ave. Doors will open to the public at 5:30 p.m.

Members of the public who wish to attend these meetings via video conference can join at <https://cochise.zoom.us/j/98023100818>. Individuals attending the meeting via this link will be joined as attendees 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. Governing Board Meetings are recorded.

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).

COCHISE COLLEGE GOVERNING BOARD MEETINGS ARE HELD IN A NON-SMOKING ENVIRONMENT

AGENDA

1. GENERAL FUNCTIONS

1.01 Call to Order

1.02 Pledge of Allegiance

1.03 Adoption of Agenda

1.04 Governing Board Organization

INFORMATION

1.04.1 Oath of Office – Stephen (Steve) Leeder
Dr. Jacqui Clay, Cochise County Schools Superintendent, will deliver the Oath of Office to Stephen Leeder.

1.05 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.

1.06 Standing Reports

INFORMATION

- 1.06.1 Representative to the Arizona Association of Community College Trustees (AACCT)
Ms. Stephanie Money will present on behalf of Jane Strain, Representative to the Arizona Association of Community College Trustees.
- 1.06.2 Senate Report
The Governing Board will review the written Senate Report for April 2025.
- 1.06.3 Student Government Association (S.G.A.) Report
The Governing Board will review the written Student Government Association Report submitted in the board packet.
- 1.06.4 College President's Report
The President will provide:
- *Legislative Update*
 - *Facilities Update*
 - *Initiatives*
 - *General Comments*
- 1.06.5 Monthly Financial Report – April 2025
The Governing Board will review the Financial Report for April 2025.
- 1.06.6 Monthly Academic Progress Report
The Governing Board will review the May Academic Progress Report regarding the Higher Learning Commission (HLC) conference.

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 * Non-Exempt Staff; Appointment (*Amanda Fitzpatrick, Accounts Payable Technician, Sierra Vista Campus*)
- 2.01.2 * Non-Exempt Staff; Appointment (*Valeria Garcia, Financial Aid Technician I, Douglas Campus*)
- 2.01.3 * Non-Exempt Staff; Appointment (*Geoffrey Moore, Electrician – Senior Technician, Douglas Campus*)
- 2.01.4 * Exempt Staff; Appointment (*Hilary Fleming, Assistant Director of Financial Aid, Sierra Vista Campus*)
- 2.01.5 * Exempt Staff; Appointment (*Dr. Donald Raley, Director of First Responders Academy, Sierra Vista Campus*)
- 2.01.6 * Exempt Staff; Appointment (*Dr. Brian Stover, Chief Information Officer, Sierra Vista Campus*)
- 2.01.7 * Faculty; Appointment (*Alexandra Ashburner, Instructor of Welding, Sierra Vista Campus*)

- 2.01.8 * Faculty; Appointment (*Gustavo Cantu, Instructor of EMT / Paramedicine, Downtown Center,*)
- 2.01.9 * Faculty; Appointment (*Kelsey Cartwright, Instructor of Nursing, Downtown Center*)
- 2.01.10 * Faculty; Appointment (*Melinda Rice, Aviation Pathway Flight Instructor, Douglas Campus*)
- 2.01.11 * Faculty; Appointment (*Larissa Runyan, Instructor of English, Douglas Campus*)
- 2.01.12 * Exempt Staff; Resignation (*Nannette Roy, Systems Analyst*)
- 2.01.13 * Administration; Resignation (*Dr. Dana Horne, Vice President for Student Services, District-wide, based on the Sierra Vista Campus*)
- 2.01.14 * Faculty; Resignation (*Lauri Ellis, Instructor of Nursing, Downtown Center*)
- 2.01.15 * Exempt Staff; Resignation (*Shelby Litwicki, Instructor of English, Sierra Vista Campus*)
- 2.01.16 * Exempt Staff; Separation (*Norma Brandenburg, Academic Career Counselor, based on the Douglas Campus*)
- 2.01.17 * Faculty; Resignation (*Stephanie Syverson, Instructor of Chemistry, District-wide based on the Douglas Campus*)
- 2.01.18 * Non-Exempt Staff; Termination (*Jose Ceja, Mechanic / Shop Specialist, Douglas Campus*)
- 2.01.19 * Non-Exempt Staff; Retirement (*Coleen Thrasher, Financial Aid – Veterans Services Specialist, Sierra Vista Campus*)
- 2.01.20 * Curriculum
- 2.01.21 * Tuition Rate Corrections
- 2.01.22 * 2025-26 Course Fee Change
- 2.01.23 * IGA Renewal – Cochise Technology District Concurrent credit classes
- 2.01.24 * IGA Renewal – County Charter and School District for dual enrollment courses
- 2.01.25 * IGA Renewal – Five School Districts for dual enrollment courses
- 2.01.26 * IGA Renewal – Six School Districts for dual enrollment courses with added language
- 2.01.27 * Acceptance of Minutes for April 15, 2025 – Regular Meeting

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

- 2.02 Placeholder – Lease Agreement and Preconstruction Services Agreement
The administration is working with the legal counsel on details related to a facilities lease agreement and preconstruction services agreement with Hensel Phelps.
- 2.03 Adjust FY 2023-24 Budget to Reflect Actual Expenditures – Second Amendment
Administration recommends approval of the adjustments to the Fiscal Year 2023-24 adopted budget.
- 2.04 Revised Board Policy 630 – Sabbatical Leave for Second Read and Approval
The administration is requesting the Governing Board adopt a motion to approve revised Board Policy 630 – Sabbatical Leave.
- 2.05 Accept the Resignation of Mrs. Jane Strain from the Cochise County Community College District Governing Board, Declare an Open Seat, and Follow the Established Process for Appointment with the Cochise County Superintendent of Schools, Jacqui Clay
Administration is requesting the Board adopt a motion to accept the resignation of Mrs. Jane Strain from the Cochise County Community College District Governing

Board, effective June 11, 2025, declare the District 3 seat open and follow the established process for appointment with the Cochise County Superintendent of Schools, Jacqui Clay.

3. INFORMATION ITEMS

INFORMATION

3.01 Communications

- *The college received no new communications for the month of May.*

3.02 Fiscal Year 2023-2024 Audit Report

Taryn Stangle, CPA, Financial Audit Manager, from the Arizona Auditor General's Office is scheduled to present the FY2023-2024 Audit Report.

3.03 Higher Learning Commission (H.L.C.)

Sheena Brown, Interim Vice President for Academics, will provide a presentation on HLC Criterion 3 & 4. to the Governing Board

3.04 Student Success Report

Sheena Brown, Interim Vice President for Academics, and Dana Horne, Vice President for Student Services, will provide a presentation on Driving Outcomes Though Data and Innovation to the Governing Board.

4. COMMENTS FROM GOVERNING BOARD MEMBERS

The Board Chair will turn the time 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. The telephone number is listed above.

GOVERNING BOARD OF COCHISE COLLEGE

I, Crystal Wheeler, certify that this revised public meeting notice, prepared pursuant to A.R.S. §38-431.02, was posted on May 09, 2025, by 5 p.m.

Crystal Wheeler

Crystal Wheeler, Executive Assistant
Office of the President