

MINUTES

COCHISE COUNTY COMMUNITY COLLEGE DISTRICT GOVERNING BOARD REGULAR MEETING

Tuesday, April 14, 2015
Douglas Campus
6:00 p.m.

1. GENERAL FUNCTIONS

1.01 Call to Order

Mr. DiPeso called the meeting to order at 6:03 p.m.

Board Members Present:

Mr. David DiPeso
Dr. John Eaton
Mr. Dennis Nelson
Mrs. Jane Strain (telephonically)

Board Members Absent:

Mr. Don Hudgins

1.02 Pledge of Allegiance

1.03 Adoption of Agenda

The agenda was adopted as published.

1.04 Citizen's Interim

There were no requests to address the Board.

1.05 Standing Reports

1.05.1 Representative to the Arizona Association of District Governing Boards (AADGB)

Mr. Dennis Nelson, representative to the AADGB, stated the AADGB has not met since the last Governing Board meeting; their next meeting is scheduled to be held on May 1, 2015.

1.05.2 Representative to the Association of Community College Trustees (ACCT)

Mrs. Strain stated that the ACCT Leadership Congress will be held in San Diego in October.

1.05.3 Senate

Wendy Davis, Vice President for Human Resources and a member of the Senate, stated a report would not be provided as the Senate did not meet March.

1.05.4 Student Government Association (SGA)

Aria Reyes, President of the Douglas Campus Student Government Association (SGA), introduced the other officers; Jazmin Hernandez – Vice President, Gisel Gonzalez – Treasurer, Rosa Trahin – Secretary, and Devyn Rosario – Social Events Coordinator. They provided a PowerPoint presentation to accompany their report. Each officer participated in the presentation, and information was provided on several events/activities held on the Douglas campus since the beginning of the semester, which included:

- A spaghetti luncheon
- 50-foot long banana split
- A club fair
- Awareness months
 - o February - Black History Month – trivia challenge, name that tune and movie
 - o February – Heart Disease – create your own stress ball
 - o March – Kick butts day (campaign for tobacco-free kids)
 - o Upcoming in April – Sexual Assault and STDs – Informational booth
 - o Upcoming in May – Mental Health Awareness – Informational booth

The students then posed a trivia question and invited all those in attendance to answer to win a prize. The question was “Who wore their pants backwards for 22 years?” MC Hammer, Kriss Kross, Bob Marley – Carlos Cartagena correctly answered Kriss Kross, and won a tee shirt.

- On February 19th, they hosted recording artist Sara Phillips
- Taste of the World – where food from each country was showcased:
 - o Mexico Day
 - o China Town
 - o Welcome to Italy
 - o Welcome to America(students, faculty, and staff were welcome to attend)
- Intramurals on Thursday and Friday nights that include:
 - o Dodgeball
 - o Indoor soccer
 - o Flag football
 - o Wiffle ball
- Cochise College Spring Fest that included:
 - o Inflatables
 - o Slip ‘n Slide
 - o Popcorn, snow cones, cotton candy
 - o Dunk tank
 - o Boxing inflatable

Upcoming events include:

- April 18th – Partnering with TRiO to adopt a highway for a 1-mile clean-up

- April 22nd – Student Awards Ceremony (which will include appetizers and a dessert bar)
- April 23rd – Battle of the Bands (AG/Equine Club) – tickets are on sale, and everyone was encouraged to attend
- May 1st – Community volunteer service with the Ronald McDonald House in Tucson
- May 5th – 11th – Finals Frenzy

The students also attended the 2015 Arizona Residential Leadership Conference (ARLC) at the ASU West campus in Phoenix. While there, they applied for a scholarship on line, and at the closing ceremony they were given a certificate and awarded the scholarship!

While at ASU, they realized that most of the schools had a chant – Cochise College didn't, so the students came up with one. They then performed the chant for the Board: "Go Cochise, We're all in, Apache Nation fights to win! Go Cochise, Go Cochise, Go!!!" They're proposing that it be incorporated into the college and to be chanted at various college games.

The students concluded their report by posing another trivia question – "What does ARLC stand for?" Dr. Rottweiler provided the correct answer – Arizona Residential Leadership Conference, and he also won a tee shirt.

Dr. Rottweiler stated he thought the chant was a good idea, and he encouraged the students to take it to the Student Government on both campuses. If both campuses agree, they should make it a formal proposal, and he would be pleased to bring it to the Board for their consideration.

1.05.5 College President

Dr. Rottweiler thanked the Board for coming in early for the work session. He also commended the students for the amazing things they are doing. There is always lots of activity on campus, and he thinks that's really important when it comes to our student engagement.

Regarding legislative issues, he stated that during the work session earlier he addressed the budget language related to the constitutional one percent limit. He also spoke earlier with Britt Hanson, the Board attorney, regarding this, and he is following this closely. He also spoke briefly about the expenditure limitations study committee, approved through legislation this year, and there are some activities there.

In the area of master facilities, Dr. Rottweiler stated a video conference is scheduled for Thursday with DLR, the architects related to the Downtown Center. A donation agreement, which has gone through legal, is on the agenda this evening. Should this be approved, we will then be prepared to fully initiate activity with a construction manager at risk, as well as the architects, to begin to lay out the design. Also on this evening's agenda is an item requesting approval of a request for qualifications of a Construction Manager @ Risk. Our goal, as the center begins to transition into the property of the college, is to have everyone we need engaged at the table in order to begin discussions early in the process.

In his general comments, Dr. Rottweiler informed the Board that our marketing group returned from NCMPR, and Rick Whipple was the recipient of the Gold Award for his logo for the Cochise Community College Writing Celebration. He requested the Board, if they have the opportunity, to thank and congratulate Rick Whipple, Denise Hoyos, and all those in External Affairs and Marketing.

An Aviation Open House was held and was very well attended; Dr. Rottweiler stated he was very pleased with the number of people who attended. Industry partners attending represented a number of various regional carriers. He believes we are on the right path related to aviation. There was a wonderful exchange with alumni, and a number of letters and emails he received expressing pride in the things the college is doing are in this meeting's Board packet. He added that he thinks this is a competitive advantage the college can leverage, and we're moving in the right direction.

Dr. Rottweiler thanked the Board for allowing him the opportunity to do some professional development through various forms of professional service.

- He had the opportunity in March to be a peer evaluator for the Higher Learning Commission at an institution in Illinois.
- He recently returned from presenting at a professional leadership seminar for Iowa State University for up-and-coming college presidents. He stated it was a great opportunity to share his experiences and the things he believes are important.
- It was great to be with the Board at the GISS held in Phoenix.

Dr. Rottweiler informed the Board that he has been invited by Arizona State University (ASU) to provide a seminar on community engagement and community leadership. He will be presenting to a number of college and university leaders (rectors) from Viet Nam. He stated he is very proud to have been selected to represent Cochise College.

Regarding upcoming events, Dr. Rottweiler stated he can't believe it's almost time for graduation! The Hall of Fame Induction Dinner will take place on May 9th, and he encouraged the Board to mark their calendars for that. He is extremely excited about the inductees. A pre-reception will be held, just prior to the Governing Board meeting on May 12th, for the archaeology display; there will be an open house beginning at 4:30. The president's reception and 50th commencement will be held on May 15th. It will be a busy time, but an exciting time, and Dr. Rottweiler encouraged the Board to participate in as many of the activities as their calendar will allow.

1.05.6 Monthly Financial Report – March 2015

The Financial Report for March 2015 was presented and accepted as submitted.

2. INFORMATION ITEMS

2.01 Communications

- *LaMont Schiers, Vice President for Administration, received a letter from Alison Van Gorp, Transition to Teaching Program Manager at the University of Arizona South, thanking the college and recognizing, in particular, Jennifer Wantz, Facilities Event*

Coordinator, Kathy Waters, IMS, and Aviands (catering), for their services and support at the Living and Learning on the Border Symposium held at Cochise College on February 14, 2015.

- *Barbara Richardson, Director of the Benson Center, received a letter of thanks and a certification of appreciation from Nancy M. Krieski, Henry F. Hauser Museum Curator, for providing space for the Smithsonian Museum on Main Street exhibit, "Journey Stories", and the Henry F. Hauser Museum's companion exhibit, "Journey to Cochise County".*
- *Dr. Rottweiler received electronic correspondence from Malcom Powers, First Officer, Southwest Airlines, commending Belinda Burnett, Director of Aviation Programs, and the Cochise College Aviation Department for the progress they have made since he graduated from the program in 1998.*
- *Dr. Rottweiler received electronic correspondence from Ademar Calligaro, Mid-Cabin Demonstration, Gulfstream Aerospace Corporation, commending him and Belinda Burnett for their dedication, hard work, and achievements since he graduated in 2001.*
- *Dr. Rottweiler received electronic correspondence from William Hines (class of '96), American Airlines, 757/767 First Officer, providing feedback on the recent Aviation Open House he attended.*
- *Barbara Richardson, Director of the Benson Center, received a letter of thanks from the Southern Arizona Independent Film Festival, for the reception held at the Willcox Center.*

2.02 Aviation Students Club Presentation

Aviation Club members began their presentation by introducing themselves; Maggie Hernandez, Gabby Thomas, Camber Miner, Joel Aguilar, Sebastian Martinez, and Iztac Villanueva. The name of their club is Papa Zero 3, which is also the name of their airport. They provided a PowerPoint presentation, and the first slide was a picture of their facilities, which was taken by a former student. The second slide was a picture showing students, faculty, and staff of the Aviation Department (Who We Are). The next slide showed things they have done such as painting things at the airport (anything Ms. Burnett asks them to paint). Another slide was of one of their simulators. At the end of each month, if there is time, they have competitions amongst themselves to see who makes the better landing or gets the better score. They have a plaque, and whoever wins that day gets their name on the plaque.

Ms. Hernandez stated one of the major events they've done this year, due to their partnership if Envoy, was be connected with American Airlines, where they visited their flight training center in Phoenix. They were placed in an Airbus A-320 flight simulator, shown in slide 5, where they were allowed to take off, fly, and land the airbus. It was amazing! Comments from other club members were, "This is one of the major experiences I have ever had; it was thrilling. It was a once in a lifetime opportunity. I'll remember when Cochise College brought me there." Another student commented that, "It was really fun. It helped me motivate myself to become something I want to be." Ms. Hernandez stated that, because they presented themselves very well, along with representing Cochise College, one of the main people from American Airlines gave them a tour, and was with them the entire time they were there (3 – 4 hours). He told them they were more than welcome to come back. Therefore, next trip, they will be taking another group of students so they can have the same experience.

They provided a slide showing some pictures they took of some students, another simulator, one of a student flying the simulator coming in to land, and another coming into LAX. Ms. Hernandez acknowledged Mr. Bob Skinner for setting up the tour and allowing them to enter

the facilities. Also provided was a picture of the students and staff that visited the training center.

Ms Hernandez stated that another major event they attended was the 'Women in Aviation Conference', which is held each year in March. It was an opportunity to get to know people, get to know aviation, make connections, and find future jobs. One student stated it was a week where they were completely submerged in the aviation world, and that it was a great networking experience. Ms. Hernandez stated that they met a lot of former women students who attended Cochise College who shared old stories with them. She shared that Mr. Skinner was also there, and he personally came to their booth and spoke to Belinda Burnett, Director of Aviation. He told her how impressed he was with Cochise College and that they are more than welcome to return whenever they want to.

In conclusion, Ms. Hernandez stated that, for the 50th anniversary, the club hosted a silent auction and collected \$1,000 for their club. This money will enable them to visit museums and many different places to see what's 'out there' – to see that there are other jobs available in the aviation world. Ms. Hernandez acknowledged the foundation for their help and support, and the college for being there and providing support.

2.03 NISOD Award – 2015

Dr. Verlyn Fick, Vice President for Instruction/Provost, announced that Marguerite Conners, Student Success Manager, Edmund Priddis, Department Chair for Science, and John Walsh, Director, Library Services, are the recipients of the 2015 National Institute for Staff and Organization Development (NISOD) Award. Dr. Fick also introduced each recipient and read their nomination letter.

2.04 Human Resources Report

Wendy Davis, Vice President for Human Resources, provided the report. She provided a handout, along with a PowerPoint presentation, and hit the highlights of the report, focusing on the staff profile, talent management activities, and the salary study. She stated the college averages around 700 employees per month, with an average of 360 benefitted employees, and the remainder contingent student employees, associate faculty, and other part-time employees. She reviewed employment trends over the last four years, with the average number of employees typically falling in the 350 range for benefitted employees; a large majority held non-faculty positions.

Ms. Davis reviewed the average years of service, stating there is a lot of longevity in the institution. As she will show later in the presentation, there are employees who will be receiving 35 year service awards, and a number of employees who will be receiving 20-25 year service awards. As we expand and employees retire, we bring a lot of new hires on board. The average years of service at the college is just under nine, with the current year being down just a little from where it was last year. The average years of service for faculty stands at 8.69 years, compared to a regional average of just over nine years of service, and 8.5 years for the other Arizona colleges - we are right in the mix with that group of employees. Ms. Davis then reviewed the distribution of employees by age. We have a number of employees who fall into the 50-60 year age bracket; our average employee age is 48, which is a couple years younger than it was last year. About 40% of our faculty, 30% of our classified staff, and 38% of our administrative professionals are over 55 years of age. We have a significant number of employees reaching potential retirement ages in the next five years.

Ms. Davis reviewed the race/ethnicity analysis, pointing out the distribution of race/ethnicity of all of our employees, as well as our applicant pool, and the student report from the fall term. Of note, in the Hispanic vs. White student populations, there is a dead-even number of students in both categories. This is very different than our employee distribution, with nearly 65% of our employees in the White category, and 25% Hispanic. Our actual employee base is very representative of our applicant pool. She stated this tells her that, in her position, and Jennifer Graeme, in her position as Director of Talent Management, they need to do a better job of recruiting applicants to apply for positions in the Hispanic category to bring those numbers up to be more representative of our student population. This will be one of their initiatives for the upcoming year.

Ms. Davis then provided information about Talent Management activities. They do a number of training workshop series and development activities throughout the year. This year, they conducted the compliance training, FERPA and Harassment training, as well as a variety of soft skills and technology-type training that IT offers, and others throughout the district. Added this year were two special series, one being the supervisor training series, facilitated by Jennifer Graeme, and the other a faculty development series facilitated by Dr. Beth Krueger, which has been very well received.

In the areas of service awards, Ms. Davis stated the college recognizes employees who have achieved five, ten, fifteen, twenty, etc. years of services. She showed a graph showing the distribution of those years of service for the past four years. We have a number of employees who have reached the five year mark, and then we start to drop off as things change and impact our employment. She also provided information on separations over the last year. She pointed out that we do show some challenges with employees coming in and then relocating out of state, which is our largest reason for separation in the last year, as well as retirements that we expect with an aging population in our employee ranks. Regarding our turnover trends, the college is sitting at just over a 12% turnover rate. If you look at some of the statistics, 10% is a good target range for colleges and universities, so we're just a bit higher than that. Comparatively, per numbers from the Bureau of Labor Statistics, the annual rate for educational services (K-12) is 27%, and we're well below that mark.

Ms. Davis then reviewed the faculty salary structure analysis and stated it is one of the most accurate benchmarks we have because community college faculty generally have the same job description and follow a similar pay structure – they recognize and pay based on educational attainment. The base, where we bring faculty in at a Master's level with no experience, is level with regional and state averages. At the mid-point, the college is a bit above the regional level and level with the state, making us similar, competitively, toward the middle our structure. At the top of our structure, we are a little higher than others in the state, and significantly higher than others in the region. From a comparative standpoint, we have a competitive salary structure for our faculty.

Regarding notable benefit changes, Ms. Davis stated Dr. Rottweiler covered those during the earlier budget session, but she would just touch on the high points. This year the college is offering a high deductible health savings account option for active employees. We are also moving from a calendar year deductible to a fiscal year deductible. The only other significant change is a decrease in the retirement contribution, which will save our employees a little bit of money. Regarding the FY16 compensation plan, we are looking at all of our non-faculty employees and how the potential of that transition from the old salary structure in 2013 and moving to the new one may have compressed some salaries. We are going through a variety of steps to account for that and clean those up. Once that has been

done, they will look at some individual positions reviewed during the comparative salary analysis for potential changes. There are a few positions that have been earmarked for reclassification and review. Once all of that is complete, a 2% increase will be applied that is proposed in the budget. We will move forward with issuing contracts, contingent upon Board approval of the budget, in June.

Mr. Nelson asked what the deduction was for the high deductible health plan. Ms. Davis stated it is \$3,000.

Ms. Davis added that she looked up the adjunct faculty average in the state in \$705; we're at \$675 currently, moving to \$685. We'll still be right in the middle of the pack, but we're still a little below the average for the state.

2.05 Higher Learning Commission (HLC) Update

Dr. Verlyn Fick, Vice President for Instruction/Provost, presented the last of five sessions on the HLC criteria, which pertains to resources, planning, and institutional effectiveness. A review of the overall summary of criterion five reveals HLC is trying to determine if we have everything we need to be able to fulfill our mission, to improve what we're doing, and to respond to future challenges. They would like us looking forward into the future and making plans, and not backing ourselves into a corner from a financial perspective.

Dr. Fick stated there are four core components, with the first (5A) talking about the college's resource base, and do we have an adequate resource base to run the institution. The first subcomponent asks if we are looking at all of our financial resources, human resources, physical resources and technological infrastructure, and are they sufficient to support what we're trying to do. The second subcomponent doesn't apply to us that much, but some institutions that are tied to corporations and other parent entities sometimes get their money siphoned off to help support shareholders or other functions, and they want to make sure that isn't a problem for institutions that are going through accreditation. Because we don't have those types of relationships, that's not really an issue. The third subcomponent has to do with our goals being realistic. The fourth area pertains to our having the appropriately qualified and trained staff, and the fifth area pertains to our having a well-developed process for the budgeting and monitoring of our expenses.

The second core component (5B) pertains to our governance and our administrative structures, asking if they promote effective leadership, and do they promote the collaborative processes that are needed to fulfill our mission. Subcomponent one asks if the Governing Board is knowledgeable about the institution, are they providing oversight of all financial and academic policies and practices, and are they meeting legal and fiduciary responsibilities. The second subcomponent pertains to the institution having and employing policies and procedures to engage its internal constituencies as it goes through these types of processes. The third subcomponent pertains to administration, faculty, staff, and students being involved in helping to set academic requirements, policies, processes, etc., through various structures we have for them to participate in collaboration.

The third core component (5C) pertains to systemic and integrative planning. The first subcomponent wants to insure we are aligned with our mission as we do our planning. The second is, do we link things like our evaluation of learning to our budget and planning processes, and do things all fit together and make sense and support each other? The third subcomponent is, does the process encompass the entire institution and does it take into account perspectives of various internal and external constituencies? The fourth is, do we

anticipate what might happen if there are changes, such as, what if the state decides to cut back on resources. The fifth subcomponent pertains to institutional planning for other factors such as technology, demographic shifts, among other things, that would change what we would have to deal with in the future.

The last core component (5D) pertains to the institution working systematically to improve. The first subcomponent would like to know if we have documentation of evidence of our performance in what we do, and, in subcomponent two, is the institution learning and applying that learning to continue to grow and improve.

Mr. Nelson inquired if the Governing Board will have to take a test. Dr. Fick stated no, not a test, but the HLC will most likely want to have a conversation with the Board, probably at some sort of meal function. It's through conversation that they will obtain a sense of whether or not the Board is connected to the college or whether they are just there to fill a position. Mr. DiPeso shared that they had a dinner during the last visit, and the HLC team asked them questions. Dr. Rottweiler stated that's what they can expect this time around. It will also be the Board's opportunity to visit with them. He added that, with all the criteria we need to work with, the one area he is least concerned about is the Board!

2.06 Governing Board Policy 632 – Family and Medical Leave

Dr. Rottweiler stated this policy is part of our ongoing review of policies. This one is tied into the same sex marriage initiative that's taken place in Arizona. The only recommendation is a change in our family and medical leave policy, adding the words, "legally recognized spouse". This language is recommended by the attorney general. This is a first read, and Dr. Rottweiler stated he will be recommending this to the Board for approval at the next Board meeting.

3. NEW BUSINESS

3.01 Consent Agenda *

The following items were approved:

- 3.01.1 * Classified; Appointment (*Nicholas Beach-Moschetti, Facility Services Technician III, Sierra Vista Campus*)
- 3.01.2 * Classified; Appointment (*Julio Melgoza, Facility Services Technician III, Douglas Campus*)
- 3.01.3 * Faculty; Appointment (*Titia Luise King, Instructor, Biology, Santa Cruz Center*)
- 3.01.4 * Administrative Support; Transfer (*Barbara Richardson, Director of Benson and Willcox Centers, District-wide*)
- 3.01.5 * Faculty; Transfer (*Star Jermyn, Instructor of Pharmacology/Didactic Nursing, Sierra Vista Campus*)
- 3.01.6 * Administrative Support; Resignation (*Jeffrey Henley, Director, TRiO Student Services, Douglas Campus*)
- 3.01.7 * Administrative Support; Resignation (*Corinna Moore, Interpreting Services Coordinator, Sierra Vista Campus*)
- 3.01.8 * Administrative Support; Resignation (*Mark Romo, Research Programmer Analyst, Sierra Vista Campus*)
- 3.01.9 * Faculty; Resignation (*Charles Austin, Instructor, Administrative Justice, Douglas Campus*)
- 3.01.10 * Faculty; Resignation (*Paul Hollinshead, Instructor of Avionics, Douglas Campus*)

- 3.01.11 * Faculty; Resignation (*James King, Instructor, Nursing, Sierra Vista Campus*)
- 3.01.12 * Classified; Retirement (*John Parris, Financial Aid Tech I, VA, Sierra Vista Campus*)
- 3.01.13 * Administrative Support; Termination Probationary Employment (*Sean Weaver, Talent Management Specialist, Sierra Vista Campus*)
- 3.01.14 * Intergovernmental Agreement (IGA) with the Cochise Technology District for Perkins Program of Study Grant
- 3.01.15 * Intergovernmental Agreement (IGA) Between the City of Sierra Vista and Cochise College to Provide Classrooms for Cochise College Emergency Medical and Technician and Fire Science Programs
- 3.01.16 * Acceptance of Minutes for March 10, 2015 – Regular Meeting

Dr. Eaton moved and Mr. Nelson seconded a motion to approve the Consent Agenda. There was no further discussion by the Board. The Board unanimously approved. MOTION CARRIED.

3.02 Placeholder – Classified Appointment, Facilities/Customer Services Assistant (Willcox)

The administration brought forward a recommendation to hire Paul Teza as the Facilities/Customer Services Assistant at the Willcox Center. Mr. Nelson moved and Dr. Eaton seconded a motion to approve the appointment. There was no further discussion by the Board. The Board unanimously approved. MOTION CARRIED.

3.03 Donation Agreement with the Legacy Foundation

Dr. Rottweiler stated this is the donation agreement that has been previously discussed, and it is built upon the letter of intent that the Governing Board authorized the president to enter into. The agreement has been through legal review; Mr. Hanson has been in contact with the Legacy Foundation's attorney. This donation agreement provides for the handing over of the property on June 15, 2015, and requires the college to continue to maintain and operate the hospital as it is for a period of no less than ten years. If, at some point, the college chooses to do something else with the building(s), it must be done for the benefit of all of southeast Arizona. Other important parameters include a requirement that we host VICAP and Disabled American Veterans (DAV), which we have allowed for. The agreement includes a number of other legal issues, and Mr. Hanson is present to address any questions or concerns. Dr. Rottweiler stated he will be recommending the agreement for approval. Mr. DiPeso inquired if escrow has been opened yet, to which Mr. Hanson replied no, but will be shortly. Dr. Eaton inquired if the college will have the same type of agreement that the hospital had with VICAP and DAV. Dr. Rottweiler stated agreement is somewhat similar – the space will be rent-free, but we can charge them for utilities, telephone, and other portions that are a part of their function. He would like to present to them, on an annual basis, the costs for the following year, broken down by month. Our goal is to host them and not place a burden upon them, but clearly have them cover part of their costs. Dr. Rottweiler believes this will be a wonderful partnership. Mr. Nelson moved and Dr. Eaton seconded a motion to approve the Donation Agreement with the Legacy Foundation. There was no further discussion by the Board. The Board unanimously approved. MOTION CARRIED.

3.04 Fiscal Year 2015 – 2016 Personnel Listing

Dr. Rottweiler stated that, consistent with Cochise College Governing Board policy, we are required to provide the Board a personnel listing of individuals that will be notified of their planned continued employment. He is submitting that list to the Board for their approval. Dr. Eaton moved and Mr. Nelson seconded a motion to approve the Fiscal Year 2015 – 2016 Personnel Listing. There was no further discussion by the Board. The Board unanimously approved. MOTION CARRIED.

3.05 RFP #34-06 Learning Management System Hosting Services (Virtual Campus)

Dr. Rottweiler stated a request for proposal for a Learning Management System Hosting Services for the Virtual Campus, was done through Purchasing. Six proposals were received and reviewed, three of which were interviewed by the committee. Of the three proposals interviewed, the committee's recommendation is eThink. Mr. Nelson inquired if this is a one-year or a multi-year contract. Dr. Rottweiler replied this is a multi-year contract, and comes to the college at a cost savings. Dr. Eaton moved and Mrs. Strain seconded a motion to approve the president to enter into a contract with eThink for a Learning Management System Hosting Services (Virtual Campus). There was no further discussion by the Board. The Board unanimously approved. MOTION CARRIED.

3.06 RFQ #34-07 Construction Manager @ Risk Cochise College – Sierra Vista Downtown Center

Dr. Rottweiler stated this process was done in anticipation of receiving the hospital building, with a plan to do the remodeling under a Construction Manager @ Risk. A request for qualifications was sent out, and we received a number of qualifications. A selection team interviewed three interested firms, and Dr. Rottweiler is recommending the Board accept Diversified Design & Construction, Inc., as the Construction Manager @ Risk. This process was lead by Vice President Schiers and Frank Dykstra. Dr. Rottweiler added that this is a firm from Tucson that typically works with projects of this size. Mr. Nelson moved and Dr. Eaton seconded a motion to approve Diversified Design & Construction, Inc., as the Construction Manager @ Risk. There was no further discussion by the Board. The Board unanimously approved. MOTION CARRIED.

Mr. DiPeso then moved Item 4. Comments from Governing Board Members to follow Item 3.06. (See Item 4. for comments)

3.07 Executive Session – Potential Acquisition of Real Property

Mr. Nelson moved and Dr. Eaton seconded a motion to move into Executive Session. There was no further discussion by the Board. The Board unanimously approved. MOTION CARRIED. Mr. DiPeso adjourned the regular meeting at 7:25 p.m., and after a short break, the Board entered into Executive Session at 7:30 p.m. Mr. DiPeso adjourned the Executive Session and called the regular meeting back to order at 7:55 p.m.

NO ACTION WAS TAKEN DURING THE EXECUTIVE SESSION.

4. COMMENTS FROM GOVERNING BOARD MEMBERS

- Mr. Nelson stated first, he learned a lot from the GISS, and he is looking forward to doing some of the things we may be able to do in that area. Second, he attended the Aviation open house; it was wonderful. He hadn't realized there were so many airlines interested in our program – there must have been at least a dozen nationwide carriers. Also, he never thought he would see a diesel engine power an aircraft, but they've done it! Third, he is still not happy with the state legislature.
- Mrs. Strain stated the GISS was the first time the Arizona trustees have been in the same room for many years. In listening to the other trustees, certainly Cochise College is way ahead in the urgency of the student success agenda. The GISS was excellent for the state and a great opportunity for Cochise College trustees to be proud of what has already been accomplished, and what will obviously be accomplished in the student success agenda.
- Dr. Eaton stated he was very impressed with the Aviation students, as well as the entire program. It has grown by leaps and bounds in the last year or so.
- Mr. DiPeso stated he also attended the GISS and the Aviation Open House. He had a great time at the open house, and was impressed with the airlines and all those in attendance. Regarding the GISS, he was also impressed with our faculty and staff that are ahead of the curve, and even more impressed with Dr. Fick who came up with even more things he could keep doing to get even further ahead of the curve. It was a good meeting.

5. ADJOURNMENT

Prior to adjournment, Dr. Rottweiler stated there was one thing related to the donation agreement. Mr. Hanson stated he sent Loretta Mountjoy the executive copy of the agreement late in the afternoon. There will be a walk through, most likely in May, to go through the assets of what is left (fixtures, pictures, etc.) after RegionalCare has taken what is needed for the new hospital. It will then be the responsibility of RegionalCare to take out assets that the college decides they do not want. We have until the end of this month (April) to do our due diligence. There is a tiny legal description that needs to be fixed with the title company, but that is a minor issue. Dr. Eaton asked when the hospital stops security on the hospital. Dr. Rottweiler replied that June 15th is the intended handover date. Mr. Hanson stated that RegionalCare has made it clear to the foundation, and they made it clear to us, that they want to 'walk away' in one day, and turn everything over to us. The next day, the college will be responsible for everything. Mr. Schiers stated he has already been in contact with our insurance carrier and we're covered. Mr. Dykstra has requested that the facilities department replace all exterior door locks. Mr. Rottweiler stated he will visit with the Sierra Vista Police Department and ask if they could pay a little closer attention to the property until we get ready for construction.

Mr. DiPeso adjourned the meeting at 7:59 p.m.

Respectfully Submitted:

Ms. Loretta Mountjoy, Executive Assistant, Office of the President

Dr. John Eaton, Secretary of the Governing Board