

# NOTICE

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

Pursuant to ARS §38-431.02, notice is hereby given to the members of the Governing Board of the Cochise County Community College District and to the general public that the Board will hold a regular meeting open to the public on **Tuesday, March 12, 2019, beginning at 6 p.m., at the Cochise College Willcox Center, 470 N. Bisbee Avenue, Willcox, AZ 85643.**

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 Citizen's 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.*

1.05 Standing Reports

**INFORMATION**

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

*Mrs. Jane Strain, representative to the AACCT, will provide a report to the Board.*

1.05.2 Senate

*A Senate report will not be provided as the Senate did not meet in February 2019.*

1.05.3 Student Government Association (SGA)

*A Student Government Association report will not be provided; students are on spring break.*

- 1.05.4 College President  
*The President will provide:*
- *Legislative Update*
  - *Master Facilities*
  - *New Initiative Updates*
  - *General Comments*
- 1.05.5 Monthly Financial Report – January 2019  
*The Governing Board will review the Financial Report for January 2019.*
- 1.05.6 Monthly Financial Report – February 2019  
*The Governing Board will review the Financial Report for February 2019.*

**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 \* Classified Staff; Appointment (*Jesus Arrieta, Help Desk Technician, Sierra Vista Campus*)
- 2.01.2 \* Classified Staff; Appointment (*Jeremy Groves, Facility Services Technician III, Sierra Vista Campus*)
- 2.01.3 \* Classified Staff; Appointment (*Juan Yopez, Facility Services Technician III, Douglas Campus*)
- 2.01.4 \* Administrative Support; Appointment (*Jaclyn Bible, Business Analyst –Small Business Development Center, Downtown Center*)
- 2.01.5 \* Faculty; Appointment (*Amy Kovarcik, Instructor of Nursing, Downtown Center*)
- 2.01.6 \* Administrative Staff; Resignation (*Joan Jorgensen, Director of Curriculum Development/Instructional Designer, Downtown Center*)
- 2.01.7 \* Faculty; Resignation (*Glenn Smith, Instructor of Business Administration, District-wide, based on the Sierra Vista Campus*)
- 2.01.8 \* Administrative Staff; Retirement (*Frank Dykstra, Executive Director of Facilities and Maintenance, District-wide, based on the Sierra Vista Campus*)
- 2.01.9 \* Faculty; Retirement (*Randall Fox, Instructor of Welding Technology, District-wide*)
- 2.01.10 \* Acceptance of Minutes for February 5, 2019 – Regular Meeting
- 2.01.11 \* Acceptance of Minutes for February 19, 2019 – Work Session

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

- 2.02 Faculty Emeritus  
*Administration is requesting the Board adopt a motion to confer Faculty Emeritus status upon Mr. Randall Dorman and Ms. Helen Garcia.*

- 2.03 2019-2020 Student Tuition Schedule  
*Administration is requesting the Board adopt a motion to approve the tuition schedule for FY2020, as presented.*

### 3. INFORMATION ITEMS

### INFORMATION

#### 3.01 Communications

*The college received the following communications:*

- *SOCO 2019 Article on Training Cybersecurity Experts featuring Cochise College's cybersecurity program and instructors, Dan Guilmette, Karl Griffor, and Jeannie Neeley.*
- *Dr. Rottweiler received an email from Ross Lampert, CyberPatriot Advocate, Cochise Chapter thanking him and the college for supporting CyberPatriot, which has led to their success. The email also thanked Dan Guilmette and Karl Griffor for their support.*
- *Dr. Rottweiler received an email from Peter Siegel, Project Director, NPSAS thanking Cochise College for participating in the 2017-18 National Postsecondary Student Aid Study, Administrative Collection, conducted by the US Department of Education's National Center for Education Statistics. Mr. Siegel also recognized thanked Jordan Fischer.*
- *Dr. Rottweiler received two emails from Lynn Tincher-Ladner, President and CEO, Phi Theta Kappa Honor Society, announcing that the Alpha Mu Zeta (Sierra Vista) Chapter and the Alpha Beta Zeta (Douglas) Chapter have been named a 2019 REACH Chapter and will receive special recognition in the form of 9 graduation stoles. The REACH Rewards program recognizes and rewards Phi Theta Kappa chapters that excel in the area of membership development.*
- *Phi Theta Kappa Regional Convention Awards held at Rio Salado College March 1-2 resulted in Alpha Beta Zeta (Douglas) Chapter earned REACH Award, and Honorable Mention for College Project; the Alpha Mu Zeta (Sierra Vista Campus) earned Honorable Mentions in College Project, Honors in Action and Distinguished Chapter. Winner Honors in Action Theme1: Networks of Life for the Nest Box Project on the Nature Trail. Due to the amazing time and successful convention last spring, Cochise College Chapters have been selected to plan the 2020 Arizona Regional Convention again in March of 2020.*
- *Dr. Rottweiler received an email from Lynn Tincher-Ladner, President and CEO, Phi Theta Kappa Honor Society, announcing Cochise College student Yassine Fouchal, has been selected as a 2019 Coca-Cola Academic Team Gold Scholar and will receive a \$1,500 scholarship. Yassine will be recognized at the PTK Catalyst PTK Annual Convention, April 4-6 in Orlando Florida.*
- *Student Success Newsletter, Issue 08, February 2019*

#### 3.02 Willcox Center Report

*Barbara Richardson, Assistant Dean of Outreach, will provide a brief welcome and Outreach Report highlighting dual enrollment students and programs.*

#### 3.03 Overtime Update Proposal

*Dr. Wendy Davis, Vice President for Administration and Human Resources, will provide details on the potential impact related to the overtime proposal from the U.S. Department of Labor.*

#### 3.04 Development of the FY20 Preliminary Budget Update

*Administration will update the Governing Board on the FY20 preliminary budget development.*

- 3.05 Revised Governing Board Policy 201 – Board Responsibility  
Revised Governing Board Policy 202 – Board Chairperson’s Responsibility  
Revised Governing Board Policy 203 – Board Secretary’s Responsibility  
*Provided as a first-read for review and consideration are Revised Governing Board Policy 201 – Board Responsibility, Revised Governing Board Policy 202 – Board Chairperson’s Responsibility, and Revised Governing Board Policy 203 – Board Secretary’s Responsibility.*

**4. COMMENTS FROM GOVERNING BOARD MEMBERS**

*The Board Chair will turn the time over 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. Telephone number is listed above.

**GOVERNING BOARD OF COCHISE COLLEGE**

I, Crystal Wheeler, certify that this notice of public meeting, prepared pursuant to A.R.S. §38-431.02, was posted on the 8th day of March, 2019, by 5 p.m. o'clock.

*Crystal Wheeler*

Crystal Wheeler, Executive Assistant  
Office of the President