

APPROVED MINUTES

COCHISE COUNTY COMMUNITY COLLEGE DISTRICT GOVERNING BOARD REGULAR MEETING

Tuesday, October 5, 2021
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/96660686635>.

1. GENERAL FUNCTIONS

1.01 Call to Order

Mr. Hudgins called the meeting to order at 6:01 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

The agenda was adopted as approved with no adjustments.

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 David DiPeso, Don Hudgins, Jane Strain, Tim Quinn, and Dennis Nelson all voting aye. **MOTION CARRIED.**

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)

Mr. Quinn, representative to the AACCT, reported that representatives from all community colleges met on August 25 and 26, 2021. The purpose of the meeting was to discuss the priorities for the upcoming legislative session. Mr. Quinn shared a document listing the priorities, which each trustee representative voted to approve. He also noted that his vote was on his behalf as the representative and he was not speaking on behalf of the board. The number one priority is for continued funding for rural colleges, which was \$14.2 million.

The second is looking at funding dual enrollment at one hundred percent. Other priority discussions pertain to apprenticeship programs under work-based learning and additional support for community colleges providing adult education. During roundtable discussions, Mr. Quinn had the opportunity to highlight the college's law enforcement academy.

1.05.2 Senate

No Senate report was provided as there was no September meeting.

1.05.3 Student Government Association (SGA)

Student Government Association President, Andrea Raber provided an SGA report; highlights include:

Introductions of the Activities Board:

- Nicole Castil – Coordinator of Records
 - Major: Liberal Studies, with a concentration in Communication
 - Legacy: is for students to understand that all are unique in their own way and that leadership should be fun and diverse.
- Victor Marrujo – Coordinator of Operations, Douglas Campus
 - Major: Engineering
 - Legacy: is to leave a stronger and more united community where everyone feels accepted, and one in which all do amazing things.
- Samantha Amaya – Coordinator of Outreach
 - Major: Social & Behavioral Sciences
 - Legacy: is to leave unity amongst the student body and for the college community to remember the 2021-2022 SGA for their positive and remarkable contributions.

Past Events:

- Club Development session to help students learn the process for initiating a new club; held on 9/15
- Constitution Day celebrations at both campuses with help from the Strong Oak Historical Studies Club; held on 9/17
- Hispanic Heritage Celebration; held on 9/22 and 9/23
- Banned Books celebrated by SGA and college libraries; held 9/27-10/1
- Pit Fire; held on 10/1 – special thanks given to Club TRiO, Multi Business Club, PTK – Alpha Beta Zeta Chapter, Undergraduate Science Research Club, American Sign Language Club, and SkillsUSA Welding for their support and participation.

Volunteer Activities:

- Blood Drive – 9/24
- Highway Cleanup – 9/24
- Cochise County Fair – 9/26
- Cochise College Pit Fire – 10/1

CEEP Civic Influence, Lynz Baxter:

- Two CEEP Members
 - Constitution Day - Cookies baked by SGA member Lynz Baxter for student and staff decorating.
 - Voter Registration hosted by Ms. Baxter – five students inquired about voting.

October Can Chat Highlights and upcoming events:

- Domestic Violence Awareness held in the month of October since 1987
- Disability Employment Awareness month – to educate about issues and celebrate the varied contributions of American Workers with disabilities
- Disability Awareness Events
 - October 5 – Sierra Vista Campus
 - October 6 – Douglas Campus
 - Lizzie Velasquez, Guest Speaker Event
 - Special thanks given to Rocio Suarez, Charlie English, and Abe Villarreal for their partnership with the event.
- Haunted Union – October 29 Sierra Vista Campus 5:30 – 9:00 PM

Upcoming Events:

- Drag Show – 10/14
- Day of the Dead Arts & Crafts – 11/1 and 11/2
- Day of the Dead Art Exhibition – 11/3 and 11/4

Questions/Comments:

Mr. DiPeso inquired about how the new structure was going; students responded noting they like it.

Mr. Nelson thanked the students for serving as SGA leaders. He also expressed his appreciation for their recognition of domestic violence noting that it is not only physical abuse, it can also be emotional, social, or financial.

Mr. Hudgins thanked the students for their leadership.

Mr. Quinn thanked Ms. Raber for her leadership and impact on students.

Mrs. Strain thanked the students for their critical civic leadership.

1.05.4 College President

Dr. Rottweiler began his report thanking the Student Government Association for all they do. He also thanked the Board members for coming in early for the work session to address minimum wage. Dr. Rottweiler then provided updates; highlights include:

Legislative Update:

- Early fiscal indicators show the potential for a \$1Billion surplus for next year. With the announced legislative resignations, there will be a number of new people in both the House and Senate. In a wait and see mode in anticipation of the Governor's Budget due to be released in January.
 - Should the budget submission be recommended for funding, Cochise College would receive an approximate increase of \$675,100 if the rural aid is maintained.

COVID-19 Updates:

- The college continues to monitor closely the COVID numbers including the Delta Variant. Cochise County continues to be in the high transmission category although the transmission indicators continue in a downward trend. Currently, just under 62% of the eligible population in Cochise County is vaccinated.

- Most recent COVID tracing information at Cochise College was distributed to board members.
- In continuing efforts to mitigate COVID-19, the college hosted a flu shot and COVID vaccination POD in both Douglas and Sierra Vista with 80 participants; 11 for COVID vaccine and the rest for Flu shot.

Facilities Update:

- First Responders Academy (FRA): Karl Derrah, from Industries Architecture & Design provided an initial sketch on where the facility should be located and a rough flow for traffic and activities. Karl met with a college team to determine classroom needs and sizes. A follow-up meeting allowed for committee feedback and further refinement. As the college moves forward, the project is likely to be divided into at least three separate projects, the Driving Range, Chiricahua Hall, and the FRA.
- The Chiricahua Hall building hazmat mitigation is scheduled for October 18. Staff is currently preparing the building with electrical safing and desk removal.

General Comments:

- Thanks, were given to the Board and the college for the recognition they provided Dr. Rottweiler. He expressed his appreciation and stated that working with everyone in fulfilling the college mission and vision, is a TEAM Effort!
- As the meeting was held a week early, there was no financial report.

Events in the Community:

- Continue to meet with area superintendents related to current and potential partnerships to further the educational attainment in Cochise County. Productive meetings have been held with Sierra Vista Unified on September 16, Tombstone and Douglas Unified School Districts on September 21, and Bisbee and Wilcox Unified on September 27.
- Traveled to Tucson on September 17 to meet with President Robert Robbins and Provost Liesel Folks from the University of Arizona. The meeting was productive with hopes of moving educational opportunities forward in Cochise County.
- Invited by the Mayor of Douglas to present to the Douglas City Council at a special work session on September 29. Jennifer Wantz, Executive Director for Community Engagement and Abe Villarreal, Dean of the Douglas Campus, also attended the work session. Shared the college's new mission and vision, including a new emphasis on community engagement. Also, shared the successes of the Police Academy, Nursing and Allied Health, Aviation, and other programs. The initial sketches of the First Responder Academy were also presented and discussed.
- Provided a personal tour of the Automotive Technology Building with Mr. George Bugen. The Automotive Team under the direction of Dr. Rod Flanigan did an outstanding job of showcasing the facility and the program. George was very pleased. He continues to be a strong supporter of Career and Technical Education at the college.

Upcoming Events:

- Will represent the college at the Huachuca50 Annual Meeting and Dinner on Thursday, October 7
- Will continue superintendent visits with Benson on the 12th and Bowie on the 18th

- Asked to present on Leadership, the political process, and community college funding at Central Arizona College on October 26th.
- Participating in ACCT's Leadership Congress, October 13th-16th in San Diego along with Ms. Strain and Mr. Nelson
- For calendars: the Benson Open House for the new Nursing Lab is scheduled for October 21
- The MAC luncheon on Fort Huachuca on November 3
- The November Board Meeting on November 9

Questions/Comments:

Responding to Mr. Quinn, Dr. Rottweiler noted that fire/burn towers are not part of the initial phase in the First Responders Academy; it will be phased in after further interest is determined.

1.05.5 Monthly Academic Progress Report – September 2021

The Governing Board reviewed the Academic Progress Report for September 2021, and accepted as presented.

2. NEW BUSINESS *

2.01 Consent Agenda *

The following items were approved:

- 2.01.1 * Classified Staff; Appointment (*Denise Grandon-Keane, User Support Technician II, Sierra Vista Campus*)
- 2.01.2 * Classified Staff; Appointment (*Arian Lee, Administrative Assistant Student Services, Sierra Vista Campus*)
- 2.01.3 * Classified Staff; Appointment (*Tristan Schurman, Senior Support Technician, Sierra Vista Campus*)
- 2.01.4 * Professional Staff; Appointment (*Colette Andrews, Events Management Specialist, Sierra Vista Campus*)
- 2.01.5 * Administrative Support; Appointment (*Alexandra Cañez, English Tutor/Instructor, Douglas Campus*)
- 2.01.6 * Administrative Staff; Appointment (*Rebecca (Becky) Westby, Director of Testing Services, District-wide based at the Sierra Vista Campus*)
- 2.01.7 * Administrative Support; Resignation (*Mollie Blanchard, Talent Management Coordinator, District-wide based online remote*)
- 2.01.8 * Curriculum Changes
- 2.01.9 * Acceptance of Minutes for September 14, 2021 – Regular Meeting

Mr. Quinn moved, and Mr. Nelson seconded a motion to approve the Consent Agenda. There was no further discussion and the Governing Board unanimously approved with David DiPeso, Don Hudgins, Jane Strain, and Dennis Nelson all voting aye. **MOTION CARRIED.**

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

Wick Lewis, Executive Director of Human Resources, introduced Amber Watson, Douglas Campus Librarian; Aleeya Hess, Marketing Coordinator; Colette Andrews, Events Management Specialist; and Dana Horne, Executive Dean of Student Services.

2.02 Placeholder – Administrative Staff Appointment – Assistant Director of Facilities

The administration requested the Governing Board adopt a motion approving the hiring of the administration's recommended candidate.

Mr. Quinn moved, and Mr. Nelson seconded a motion approving the hiring of Michael Meixner for Assistant Director of Facilities. There was no further discussion, and the Governing Board unanimously approved with David DiPeso, Don Hudgins, Jane Strain, Tim Quinn, and Dennis Nelson all voting aye. **MOTION CARRIED.**

2.03 2022 Proposed Governing Board Meeting Schedule

The administration requested the Governing Board adopt a motion approving the proposed 2022 Governing Board Meeting Schedule.

Mr. Quinn moved, and Mr. Nelson seconded a motion approving the 2022 Governing Board Meeting Schedule. There was no further discussion, and the Governing Board unanimously approved with David DiPeso, Don Hudgins, Jane Strain, Tim Quinn, and Dennis Nelson all voting aye. **MOTION CARRIED.**

2.04 Policy 627 Holidays – Second Reading

The administration presented Policy 627 – Holidays, as a second read with a request for the Governing Board to adopt a motion approving the recommended revisions to Board Policy 627 – Holidays adding the federal Juneteenth holiday.

Mr. Quinn moved, and Mr. Nelson seconded a motion approving revised Board Policy 627 Holidays adding the federal Juneteenth holiday. There was no further discussion, and the Governing Board unanimously approved with David DiPeso, Don Hudgins, Jane Strain, Tim Quinn, and Dennis Nelson all voting aye. **MOTION CARRIED.**

2.05 Airport Engineering Services Contract

The administration requested the Governing Board adopt a motion authorizing the College President to enter into a contract with Armstrong Consultants Inc. for Airport Engineering Services.

The college continue to work with an airport master plan. As part of that master plan, Cochise College prepared and issued a Request for Qualifications for Airport Engineering Services for the Cochise College Airport. Statement of Qualifications were received on August 24, 2021. Two firms submitted responses - Armstrong Consultants, Inc. and Kimley-Horn and Associates, Inc. The evaluation committee reviewed the responses and rated the response from Armstrong Consultants, Inc. as the most qualified for the contract.

This is also part of the colleges ongoing work with the Arizona Department of Transportation to receive grants for improvements of the Cochise College Airport, which typically comes with a ten percent match.

Mr. Quinn moved, and Mr. DiPeso seconded a motion authorizing the College President to enter into a contract with Armstrong Consultants Inc. for Airport Engineering Services. Mr. Nelson inquired about the total cost of the project. Dr. Rottweiler informed that board that each project for engineering services will have its own cost. If any project exceeds \$250,000, the request will be

brought before the board for approval. The college also has the ability to accept or deny projects. The Governing Board unanimously approved with David DiPeso, Don Hudgins, Jane Strain, Tim Quinn, and Dennis Nelson all voting aye. **MOTION CARRIED.**

3. INFORMATION ITEMS

INFORMATION

3.01 Communications

- *Beth Hill, Dean of Nursing and Allied Health, received an email notification from Christopher McMillen with Nursing Schools Almanac informing her that the Cochise College LPN program ranked #6 in the state of Arizona. The ranking is based on several years of data to calculate each school's NCLEX pass rate among first-time test-takers.*

3.02 Liberal Arts Report

Dr. Eric Brooks, Dean of Liberal Arts, provided an update on the Liberal Arts Division; highlights include:

"A Model of Guiding Principles"

- Cochise College provides inclusive and accessible educational opportunities that support social responsibility, community engagement, meaningful careers, and lifelong learning.

Administration of Justice Program - Police Academy; Meaningful Careers Principle:

- In County – 71% - 36 graduates and 11 current
- Out of County – 29% - 11 graduates and 8 current
- Graduation Rate – 87% - 47/54 Recruits
 - One self-sponsored was in county and hired with SVPD. Douglas has had 7 recruits with 6 graduates. They've given us one RTO, Ofc. Lizette Guerrero, 19-2.
- Currently 19 Cadets:
 - Cochise County Sheriff's Office – 4
 - Sierra Vista PD – 5
 - Willcox PD – 2
 - Graham County Sheriff's Office – 2
 - Tohono O'odham NPD – 2
 - Santa Cruz County Sheriff's Office – 2
 - Safford PD – 2
- Arizona @ Work
 - Funded 25 of 26 current Recruits - \$129,577

Arts: Visiting Artist - Barbara Jo, retired Pima Community College Art Instructor

- The Cradle of Life Exhibit – Support social responsibility, community engagement, and lifelong learning.
- Held workshops for 60 students over a four-day period on the Douglas Campus for students prior to the Pit Fire

Pit Fire – October 1:

- Shared a series of photos from the event – Thanks given to Sharrina Cook-General for providing photos for the presentation
- 100 volunteers
- Approximately 1000 guests in attendance

- Dale Miller – bowl maker made 1100 bowls 750-800 bowls sold
- 135 gallons of soup served, thanks to Chris Przulucki, Aladdin Food Service Manager, and his team of employees and volunteers
- Thanks, given to the artists and the committee members

Questions/Comments:

Responding to Mr. Quinn, Dr. Brooks noted that the current 17-week program is transitioning into a 20-week program to address the AZ Post's new curriculum requirement.

Dr. Brooks discussed the self-sponsor opportunity the college offers; noting that the college becomes the sponsored agency putting the cadet through the full pre-academy background, which includes polygraph, physical fitness test as well as a written exam.

Mrs. Strain inquired about how the college is addressing concerns regarding incompleteness rates in the police academy program. Dr. Brooks explained that each cadet is only allowed to fail three exams throughout the program. The college allows for retesting at any time throughout the academy along with offering academic remedial opportunities using the Nelson-Denny as an assessment guide. Cadets that fail in the academy either academically or due to a physical injury, are sometimes permitted to come back to the academy.

Responding to Mr. Quinn, Dr. Brooks led a discussion regarding the college offering stackable courses and continuing education through the First Responders Academy. Also noting that the law enforcement degree is structured so that a student right out of high school can obtain their general education credits at the college while waiting to join the academy at twenty-one years of age, which is the required age.

3.03 TRiO Report

Gabriela Amavizca, Director of TRiO, provided an update on the TRiO Summer Bridge Program, which was possible with HERF funding; Highlights include:

Freshmen Prep and On-Campus Experience:

- Schedule 8 AM to 3:15 PM
- Learning Styles taught by Dr. Karen Dale
- STEM Workshop - Lab on Virus Transfer – Kari Durham
- Study Skills/Time Management
- Degree & Majors
- Getting Engaged – a panel of current students
- Importance of selfcare and stress management
- Day and night shift activities
 - Hired 12 second-year student leaders to help facilitate activities
- Resulted in 27 new incoming freshmen students signing up for Cochise College

Cultural Trip:

- Arizona Science Center
- Horseshoe Bend
- Antelope Canyon
- Grand Canyon National Park

Summer Bridge Pre-&-Post Survey:

- Familiar with Cochise College Douglas Campus

- Yes – 15/24
 - No – 3/24
- Post-Survey
 - Yes – 22/25
 - No – 0/25
- Familiar with Cochise College Resources
 - Extremely – 0/24
 - Very – 2/24
- Post-Survey
 - Extremely – 5/25
 - Very – 15/25
- Know how to access tutoring services
 - Yes – 9/24
 - No – 15/24
- Post-Survey
 - Yes – 24/25
 - No – 1/25
- How prepared do you feel for college?
 - Great Deal – 3/24
 - A lot – 5/24
- Post-Survey
 - Great Deal – 8/25
 - A lot – 8/25
- How motivated do you feel to attend college this year?
 - Great Deal – 8/24
 - A lot – 11/24
- Post-Survey
 - Great Deal – 17/25
 - A lot – 7/25
- Post-Survey Comments:
 - How do you feel about the TRiO Summer Bridge Program?
 - It was a great program, because we could engage with other freshmen students and start friendships. Also, we could know a lot more about the college.
 - I had a lot of fun meeting new people and experiencing new things.
 - It was a fun experience! It was both a learning experience and a fun time.
 - It was the best experience I have had, it changed my mindset.
 - My expectations were completely surpassed! I loved it.
 - Which TRiO Summer Bridge Workshop did you like the most and why?
 - I really enjoyed when we talked about stress and things we can do to calm ourselves down!
 - I really liked the one of taking care of your FASFA money and the one about the way you learn.
 - I enjoyed the STEM workshop because I got to see how different liquids can cause a virus.
 - The campus tour because I was able to know where everything was.
 - The personality workshops. It helped me realize how everyone is different from another, yet tend to share some qualities as well.
 - To be honest I couldn't really tell, every second was the best, from wonderful views, interesting chats, the classes, and the road trip. Was all amazing!

Ms. Amavizca thanked the administration for their support; she also noted that the TRiO program was able to secure \$1,000 scholarships for each student who completed the program.

Questions/Comments:

Mr. Nelson complimented Ms. Amavizca and the TRiO program, and noted the work they do to prepare in-coming students is extremely important.

4. COMMENTS FROM GOVERNING BOARD MEMBERS

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

- Mr. Quinn
 - Great Pit Fire event
 - Expressed appreciation for the evening's presentations
 - Requested a future report from Mr. Coppi regarding military programs

5. ADJOURNMENT

Mr. Hudgins adjourned the meeting at 7:20 p.m.

Respectfully Submitted:

Crystal Wheeler, Executive Assistant, Office of the President

Mr. Dennis Nelson, Secretary of the Governing Board