

APPROVED MINUTES

COCHISE COUNTY COMMUNITY COLLEGE DISTRICT GOVERNING BOARD REGULAR MEETING

Tuesday, May 10, 2022
Sierra Vista Campus
Community Room
6:00 p.m.

Members of the public who wished to attend the meeting via video conference joined at <https://cochise.zoom.us/j/98937447421>.

1. GENERAL FUNCTIONS

1.01 Call to Order

Mr. DiPeso called the meeting to order at 6:00 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. Nelson led the Pledge of Allegiance.

1.03 Adoption of Agenda

The agenda was adopted as published with Consent Agenda Item 2.01.8 Administrative Staff; resignation of Dr. Rod Flanigan, Dean of Business & Technology, pulled for further discussion per Mr. Hudgins.

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 began his report introducing Dr. David Borofsky, Director of AACCT, and thanking him for coming to Cochise College. The AACCT met on April 27; Mr. Quinn noted that he was not in attendance, but the team met at the Helios Education Foundation having a presentation from the community engagement and strategic partners in the decision center, which is a database center of incredible amounts of data that can be sorted and displayed according to county.

The Arizona Association of Community College Trustees and the Arizona Community College Coordinating Council (AC4) will have a retreat in August. The retreat is a great opportunity for the community college representatives to discuss great things happening at their institution along with an opportunity to learn from one another.

The AACCT is also looking to hold an all trustees meeting in September.

Mr. Quinn also reported that Dr. Borofsky is working to develop a new AACCT trustees handbook that will be released in the near future.

1.05.2 Senate

The Governing Board reviewed a written Senate Report, and accepted as submitted.

1.05.3 Student Government Association

The Governing Board reviewed a written Student Government Association Report, and accepted as submitted.

1.05.4 College President

Dr. Rottweiler began his report thanking Dr. Borofsky for coming to Cochise College for a tour and for all his work to try and pull all ten community college district trustees together.

Legislative Update:

- Colleges continue to be in a wait and see mode at the Capitol as Budget discussions have stalled. Leadership from both chambers continue to work to find solutions to the bigger stumbling blocks connected to K-12 funding, School Choice, and the proposed Water Authority.
 - There is a movement in the House to approve a “Skinny” Budget, which would include formula funding but not the additional \$7M for one-time Rural Aid.
 - The Governor’s budget included full formula funding, \$10.8M to restore STEM and Workforce funding for Pima and Maricopa and \$7.0M to the 10 Rural Colleges. The initial budget from JLBC does not include the restored STEM funding for the urban institutions, or the one-time for the rurals.
- Bills of Interest:
 - HB2691–Healthcare Workforce; Grant opportunity
 - Appropriates \$15 million to the Department of Health Services (DHS) for the Arizona Nurse Education Investment Program, which is established to increase the capacity and expand nursing education programs in Arizona.
 - HB 2017 — STEM funding for Maricopa, Pima, and a catch up for Pinal. Also has a Senate Amendment (Gowan) for temporary Expenditure Limitation relief.
 - HB 2122 — Adult Education and Workforce Bill. An addition \$3,000/adult Ed student in an IET program; up to \$6M for the entire system.

Facilities Update:

- First Responders Academy

- There is an action item on the agenda to move the initiative forward. Administration is asking the board to approve an architectural and engineering fee proposal for Phases I and II. With these in place, the college is out for RFP for a Construction Manager at Risk (CMAR).
- Downtown Center – Northwest corner buildout of ten offices in a two-suite format; anticipated completion – August 1.
- Sierra Vista Union Café – lighting upgrade is complete. Now waiting on furniture; anticipated arrival on June 25.
- Technology Upgrades (including hearing assistance)
 - SV Community Room – complete
 - SV Board Room – complete
 - DC Room 101 – underway with anticipated completion at the end of May/June
- With approval, the college will begin a deferred maintenance project on the Douglas Campus primary well
- After meeting with Mr. Hudgins related to the Solar Field and Solar Trough systems, the college will meet with APS and Eternix to review electric rates with plans to dismantle the Solar Trough system.

Initiatives:

- Stackable Certificates/Micro-Certifications
 - Behavioral Health Services Certification in partnership with the Legacy Foundation of Southeast Arizona.
 - Commercial Driver's License (CDL) as part of Workforce Accelerator initiative
- Initiative #4 – Determine additional programs and pathways to enhance CTE by high school students
 - Early College agreement with American Leadership Academy-Virtual (ALAV)
- Initiative #1 – Access to Technology Services
 - Managed services contract for 24/7 Helpdesk
- Initiative #2 – Assess, Develop, and Improve student wellness
 - Part-time Mental Health Counselor
 - Counselor available Wednesday 8:30 am – 12:30 pm
 - First session began on January 26, 2022
 - Scheduled 55 sessions with counselor (24 unique students)
 - 20 Zoom
 - 35 in-person
 - 17 students from Sierra Vista Campus
 - 2 students from Willcox Center
 - 36 students from Douglas Campus
 - META App
 - Available to students 7 days a week, evenings and weekends
 - Live on March 18, 2022
 - 49 opt-ins
 - 22 registered with META

General Comments:

- Nursing Recognition on May 12 at 6 pm

- President's Reception and Commencement on May 13 at 5 pm (reception) and 7 pm for (commencement).
- GED graduation on May 19 at 6 pm
- Law Enforcement Graduation on May 26 at 2 pm (Douglas Campus)
- May 16-18 – 2022 President's Leadership Academy
 - Board session on May 18 at 11:15 through lunch
- After a nationwide search, Dr. James Perey has accepted to become the Executive Vice President for Academics beginning August 1. With this hire and Verlyn's retirement, administration will be making some organizational adjustments. Effective July 1, Dr. Dana Horne will answer directly to the president as Vice President for Student Services and Mr. David Luna, Chief Information Officer, will answer to Dr. Wendy Davis. Dr. Fick will serve as Acting Dean of Business and Technology beginning Monday and as Acting Assistant Dean for Academic Support beginning June 3.

Other Community Events:

- April 13 – hosted Huachuca50 luncheon
- April 14 – hosted Sierra Vista Leadership; Ana Smith from CLL and the president addressed the leadership class.
- April 25 – Dean Barbara Richardson and the president met with the Superintendent of Willcox Schools about future opportunities at the college's Willcox Center.
- April 29 – the college hosted a College Expo for the community and potential future students; it was well attended. Appreciation given to Robyn Martin, her team, and all departments who committed so much time.
- May 2 – the curriculum team including Dr. Fick, Mr. Griffor, Dr. Porter, and the president met with a Fort Huachuca team to establish an accelerated training program for entry level workers in the testing community.

Upcoming Events:

- May 12 – the president will participate in the UA (CAST) Commencement
- May 31 – the president will be the graduation speaker for the Center for Academic Success (CAS)
- June 14 – June Board meeting at 6 p.m. the agenda will include a public hearing and special budget adoption meeting prior to the regular meeting.
- May 19 through 24 – the president is on annual leave; Dr. Fick will be the acting president.

1.05.5 Monthly Financial Report – April 2022

The Financial Report for April 2022 was presented and accepted as submitted.

1.05.6 Monthly Academic Progress Report – May 2022

The monthly Academic Progress Report for May 2022 included high school concurrent enrollment data. The report was presented and accepted as submitted.

2. NEW BUSINESS *

2.01 Consent Agenda *

The following items were approved:

- 2.01.1 * Classified Staff; Temp Appointment (Nicholas Castellana, Registration Technician, Sierra Vista Campus)
- 2.01.2 * Classified Staff; Appointment (Ricardo Parra, Grounds Technician III, Sierra Vista Campus)
- 2.01.3 * Classified Staff; Resignation (Jeremy Groves, Facility Services Technician, Sierra Vista Campus)
- 2.01.4 * Classified Staff; Resignation (Erin Nevarez, Department Assistant Military Programs, Fort Huachuca Education Center)
- 2.01.5 * Administrative Support; Retirement (Brenda Farbo, Center Coordinator - Willcox, Willcox Center)
- 2.01.6 * Administrative Staff; Resignation (Tamara Crawley, Assistant Registrar, District-wide based on the Sierra Vista Campus)
- 2.01.7 * Administrative Staff; Resignation (Rocio Cruz, Director of Disability Services, District-wide based on the Sierra Vista Campus)
- 2.01.8 * Administrative Staff; Resignation (Dr. Rod Flanigan, Dean of Business & Technology, District-wide based on the Sierra Vista Campus) ***PULLED FOR FURTHER DISCUSSION***
- 2.01.9 * Administrative Staff; Resignation (Jason Thompson, Registrar, District-wide based on the Sierra Vista Campus)
- 2.01.10 * Classified Staff; Retirement (Javier LaFon, Facility Services Technician, Douglas Campus)
- 2.01.11 * Adult Education Instructor; Retirement (Nancy Potenza, Adult Education Instructor, Sierra Vista Campus)
- 2.01.12 * Faculty; Retirement (Lori Keyne, Instructor of Music, Sierra Vista Campus)
- 2.01.13 * Administrative Staff; Separation (Andrew Kennedy, Executive Director of Institutional Research, District-wide based at the Downtown Center)
- 2.01.14 * Curriculum Changes
- 2.01.15 * IGA Renewal – Charter and Sierra Vista School District - Dual Enrollment for FY2022-23
- 2.01.16 * IGA Renewal – Cochise Technology District for FY2022-23
- 2.01.17 * IGA Extension – City of Douglas Bus Services
- 2.01.18 * IGA Renewal – New Mexico Tuition Reciprocity
- 2.01.19 * Acceptance of Minutes for April 12, 2022 – Budget Work Session
- 2.01.20 * Acceptance of Minutes for April 12, 2022 – Regular Meeting

Mr. Quinn moved, and Mr. Nelson seconded a motion to approve the Consent Agenda pulling item 2.01.8, resignation of Dr. Rod Flanigan for further discussion. The Governing Board unanimously approved with members, David DiPeso, Don Hudgins, Dennis Nelson, Jane Strain, and Tim Quinn all voting aye. MOTION CARRIED.

Mr. Hudgins thanked Dr. Flanigan for everything he had done for the students and the community, also noting that he is a great leader in the community. Mr. DiPeso expressed his appreciation for all he did for the building construction and trades program. Dr. Flanigan thanked the board, Mrs. Wheeler, and Dr. Rottweiler for their support and encouragement. Mr. Quinn also wished Dr. Flanigan well and thanked him for all he has done for the college.

Mr. Hudgins moved, and Mr. Quinn seconded a motion approving Consent Agenda item 2.01.8, resignation of Dr. Rod Flanigan. There was no further discussion. The Governing Board unanimously approved with members, David DiPeso, Don Hudgins, Dennis Nelson, Jane Strain, and Tim Quinn all voting aye. MOTION CARRIED.

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

Wick Lewis, Executive Director of Human Resources, introduced Brian Tackett, Assistant Director of Facilities.

2.02 New Curriculum – Basic Behavioral Health Sciences Certificate

The administration requested the Governing Board adopt a motion authorizing the college president to accept the Strategic Grant from the Legacy Foundation of Southeast Arizona and approve the curriculum for a Basic Behavioral Health Sciences Certificate. The grant award will be \$550,062 distributed over three years. The cost of instruction and tuition for students will be covered under the grant for the three-year period; after three years, the college will integrate the curriculum into its nursing and allied health program.

The program will be under the leadership of Beth Hill, Dean of Nursing and Allied Health, and it will be a one-semester, 13-credit certificate program.

Timing of the grant award did not allow for the full curriculum process therefore, Dr. Rottweiler, under his authority, approved the proposal moving forward for board approval. With the board's approval, the curriculum will be submitted to the Higher Learning Commission (HLC) for approval and eligibility for federal aid. The curriculum will go to the Curriculum Committee for ratification, once the meetings resume in the Fall.

Addressing Mrs. Strain, Dean Hill discussed the need in the county and noted there is no concern with obtaining enrollments. Dean Hill also added that during year two, two additional classes will be added to the program for pediatric and infant behavioral health.

Dr. Rottweiler expressed that the certificate may not allow a student to work in K-12 schools as the Department of Education requires different/additional training.

The program is scheduled to begin in the Fall 2022 semester beginning in August.

Mrs. Strain moved, and Mr. Quinn seconded a motion authorizing the college president to accept the Strategic Grant from the Legacy Foundation of Southeast Arizona and approve the curriculum for a Basic Behavioral Health Sciences Certificate. There was no further discussion. The Governing Board unanimously approved with members, David DiPeso, Don Hudgins, Dennis Nelson, Jane Strain, and Tim Quinn all voting aye. MOTION CARRIED.

2.03 New Curriculum – Commercial Driver's License Certificate

The administration requested the Governing Board adopt a motion authorizing the college president to approve the curriculum for a Commercial Drivers' License Certificate. Working with Phoenix Truck Driving Institute in a partnership program to offer a 160 hour, four-week training.

There is a demand for CDL certificates within Cochise County including Class B certificates for bus drivers. Currently, there are approximately three cohorts already anticipated for the Fall 2022 semester.

Dr. Rottweiler, under his authority, approved the proposal moving forward for board approval. With the board's approval, the curriculum will be submitted to the Higher Learning Commission (HLC) for approval and eligibility for federal aid.

With board's approval there will also be a fee schedule of \$4,495 for the Class A training and \$2,795 for the Class B training.

Mr. Hudgins moved, and Mr. Nelson seconded a motion authorizing the college president to approve the curriculum and fees for a Commercial Drivers' License Certificate. There was no further discussion. The Governing Board unanimously approved with members, David DiPeso, Don Hudgins, Dennis Nelson, Jane Strain, and Tim Quinn all voting aye. MOTION CARRIED.

2.04 Managed Technology Services

The administration requested the Governing Board adopt a motion authorizing the college president or his designee to enter into a contract with ProStratus for Managed Services in the amount of \$393,000 per year for up to three years and a one-time implementation fee in the amount of \$16,000, for services. The service will allow for 24x7 help service for students to include account resets, varied technology issues, and other basic triaging throughout the day. Afterhours, the service will help students with limited services directly related to the students account. The service will also include a ticketing system to log calls and help requests.

Mr. Hudgins moved, and Mr. Nelson seconded a motion authorizing the college president or his designee to enter into a contract with ProStratus for Managed Services in the amount of \$393,000 per year for up to three years and a one-time implementation fee in the amount of \$16,000, for services. There was no further discussion. The Governing Board unanimously approved with members, David DiPeso, Don Hudgins, Dennis Nelson, Jane Strain, and Tim Quinn all voting aye. MOTION CARRIED.

2.05 American Leadership Academy Virtual Early College Partnership

The administration requested the Governing Board adopt a motion approving the agreement with American Leadership Academy Virtual (ALAV) to offer high school students the concurrent opportunity to gain college credit and experience. Space on the Sierra Vista Campus will be leased to ALAV for a learning center, which will have tutors, instructors, and check-in staff.

Arizona Revised Statutes allows for students enrolled in charter or public high schools to enroll at a community college with the charter or public high school paying the tuition (with passing grade), and the school can count that towards their average daily membership (ADM).

Addressing Mrs. Strain, Dr. Rottweiler expressed that the same offerings made to ALAV have also been offered to other county public and charter schools. Sierra Vista Unified School District Superintendent has reached out and is working with Barbara Richardson, Dean of Outreach, to arrange more instructional services on the Buena campus.

The name will be American Leadership Academy Virtual @ Cochise College – an Early College Experience. ALAV will be responsible for the high school curriculum, which will begin in August 2022.

Mr. Nelson moved, and Mr. Hudgins seconded a motion approving the agreement with ALAV to offer high school student the option to gain college credit and experience. There was no further discussion. The Governing Board unanimously approved with members, David DiPeso, Don Hudgins, Dennis Nelson, Jane Strain, and Tim Quinn all voting aye. MOTION CARRIED.

2.06 First Responders Academy Project Phase I and Phase II

The administration requested the Governing Board adopt a motion to authorize the college president or his designee to sign the architectural and engineering fee proposals for Phase I and Phase II of the FRAP in the amounts of \$244,093 and \$306,500.

Mr. Quinn moved, and Mr. Hudgins seconded a motion authorize the college president or his designee to sign the architectural and engineering fee proposals for Phase I and Phase II of the FRAP in the amounts of \$244,093 and \$306,500. There was no further discussion. The Governing Board unanimously approved with members, David DiPeso, Don Hudgins, Dennis Nelson, Jane Strain, and Tim Quinn all voting aye. MOTION CARRIED.

2.07 Douglas Campus Primary Well Replacement

The administration requested the Governing Board adopt a motion to authorize the college president or his designee to approve the quote for services through the City of Tucson SAVE Coop Contract to replace the Douglas Campus well; in addition, to include the option for a booster station for a total project amount of \$538,695.16.

Dr. Rottweiler led a brief discussion regarding the need for revitalization of the Douglas Campus as the college begins preparing for the new Douglas Port of Entry. Administration will use the board's fund balance for the replacement project.

Mr. Jim Barrows, Director of Maintenance and Facilities, led a lengthy discussion regarding the need for the upgraded well and booster system. Addressing Mr. Nelson, Mr. Barrows also confirmed the lengthy 22 to 33 week turnaround time in receiving the equipment for the replacement.

Mrs. Strain moved, and Mr. Nelson seconded a motion authorizing the college president or his designee to approve the quote for services through the City of Tucson SAVE Coop Contract to replace the well; in addition, to include the option for a booster station for a total project amount of \$538,695.16. There was no further discussion. The Governing Board unanimously approved with members, David DiPeso, Don Hudgins, Dennis Nelson, Jane Strain, and Tim Quinn all voting aye. MOTION CARRIED.

2.08 College Security Services

The administration requested the Governing Board adopt a motion approving the award to campus security services contract to Campus Security Specialists & Consultants in the amount of \$1,102,947.42 for fiscal years 2022-23 effective July 1, 2022.

Dr. Wendy Davis, Vice President of Administration, reported that following a request for RFP, six proposals were submitted and three were invited for interviews. After interviews, feedback, and reference checks, the recommendation to contract security services with Campus Security Specialists and Consultants was presented to the board for approval.

Dr. Rottweiler clarified that the security officers are not law enforcement officers and that some are armed and some are unarmed. There is security 24/7 on both the Douglas and Sierra Vista Campuses.

Mr. Quinn moved, and Mr. Nelson seconded a motion approving the award for campus security services contract to Campus Security Specialists & Consultants in the amount of \$1,102,947.42 for fiscal years 2022-23 effective July 1, 2022. There was no further discussion. The Governing Board unanimously approved with members, David DiPeso, Don Hudgins, Dennis Nelson, Jane Strain, and Tim Quinn all voting aye. MOTION CARRIED.

3. INFORMATION ITEMS

INFORMATION

3.01 Communications

- Dr. Rottweiler received a letter from the Higher Learning Commission (HLC) informing him that Cochise College's Quality Initiative Proposal (QIP) Review was completed by a peer review panel and has been approved.

3.02 AE (Achieved Excellence) Awards – 2022

Dawn Nuetzel, Division Assistant for Math and Science, recognized and introduced four 2022 Achieved Excellence Award recipients who were nominated by their supervisors or peers and selected through a committee process; Serena Westbrook, Executive Assistant to the EVP/Provost, Kathy Carrillo, Admin. Assistant to the Dean of Business and Technology, Leanne Perkins, Payroll and Benefits Technician, and Sharron Nason, Gradation Technician.

3.03 Math and Science Report

Thomas Guetzloff, Dean of Math and Sciences, led a division presentation discussion, the college mission, and shared how the Math and Science department fills that mission; highlights include:

Undergraduate Research Website: <https://www.cochise.edu/undergraduate-research>

- San Pedro River
- Archaeology
- Genetics and Bioinformatics
- Microbiome of the San Pedro Valley
- Social Media
- And upcoming events

Undergraduate Research at Cochise College:

- International and Marine Based Research in the Gulf of California – presented by Instructor Frank Emanuele
 - Marine Mammal Monitoring
 - Rare sighting of two juvenile Humpback whales
 - Pod of 80 dolphins with newborn dolphins
 - Sea Turtle Conservation collaboration
 - Worked with a Tortuguero group of Bahía de Kino
 - Captures, relocates, tags and releases sea turtles
 - Helped measure and weigh
 - Tortuguero group of Bahía de Kino honored Cochise College by naming a new turtle “Cochise”
 - Zostera marina/eelgrass project population genetics
 - Navigation and GPS
 - Mapping of marina population
 - Gene analysis
- Desert Plant Study
 - Population dynamics and ethnobotany of plants, which are important to the Comcaac people for traditional baskets and other goods.

Research experience throughout the academic year – Katie Puckett, student and president of the undergraduate research club, and instructor Dr. Steve Merkley, shared their experiences from the Kino Bay trip to include:

- Research Symposium at ASU
 - Presentation of the Kino Bay mammal research
 - Eight students shared research material

- Sea Turtle research
- Local projects
 - Insect genetic testing
 - Presentations to local high school students

Mammal Camera Trap Study – presented by Dr. Merkley

- Started collection in fall 2019
- Comparison of mammal diversity and activity in desert washes west of the San Pedro River
- Publication on Mountain Lions within the San Pedro Riparian National Conservation Area in the Journal of Arizona-Nevada Academy of Science
- Shared video of juvenile mountain lion sightings on the river

Genetics involved in San Pedro River Research – presented by instructor Emanuele

- Catalog locations of mammal tracks and scats along with the GPs coordinates
 - Mammal tracks with GPS
 - Scat GPS locations along with extracted DNA provides population genetics relationships
 - Using PCR for analysis
- Bioinformatic Mapping and Genetic Relationships of Freshwater Invertebrates

Microbiome Research in the San Pedro – presented by Kari Durham, Biology Instructor

- Microbiome of the San Pedro Valley
 - Studying the types of bacteria in the San Pedro area
 - Collect specimens and extract the DNA and sequencing
 - Microbial species that are thriving where beavers have used their teeth to cut trees

Questions/Comments:

Dr. Rottweiler acknowledged Frank, Steve, Kari, and Katie for going above and beyond and providing outstanding research opportunities for students. Much of the research is done off-site and on weekends; that is just one example of going above and beyond. He also recognized Dr. Merkley's publication in the Journal of Arizona-Nevada Academy of Science, noting that it is significant for a community college to publish university-level research.

3.04 Adult Education Report

Peter Hooper, Director of Adult Education, provided an adult education update to the Governing Board; highlights include:

Where we were:

- Three start dates per year
- One size fits all programming
- One size fits all exit plan
- Calendar not aligned with college
- Word of mouth marketing
- Pandemic inspired Corrective Action Plan

Where we are:

- Open enrollment – start immediately
- Program aligned to student goals and abilities

- Individualized exit plan clearly defined
- 8-week semester aligned with college
- Community partnership, active outreach, marketing
- Restarted Willcox Program
- Student Technology checkout program through library
- Arizona Department of Education is happy with the college's progress
- Total annual attendance is up from FY22
- Measurable skills gains are increasing monthly
- 27 confirmed High School Equivalency Diplomas
- 22 out of 32 GED completions between December and May

Enrollment:

- 2019-2020 – 444
- 2020-2021 – 287
- 2021-2022 – 454

Measurable Skills Gain (level test increases from the beginning entry assessment):

- 2019-2020 – 69.12%
- 2020-2021 – 50.96%
- 2021-2022 – 62.04%

HSE Graduates:

- 2019-2020 – 20
- 2020-2021 – 28
- 2021-2022 – 32 (19 confirmed but 32 anticipated)

Where We Are Going:

- Curriculum Maps
- Standardized full time work schedule
- Ready to use course content
- Two new full-time instructors
- Full-time student success coaches
- Full-time Integrated Education and Training (IET) coordinator
- Focus on soft skills

Down the road:

- Every student is an IET student
- All classes taught through HyFlex
- Define English Language program pathway
- Increase recognition of the program throughout the community

Questions/Comments:

Responding to Mr. Nelson, Mr. Hooper explained the five tests needed to obtain a GED; math, reading, social studies, science, and a civics test. Instructors have study materials and practice tests to help them prepare for the tests. He also noted that based on the student's needs, they can take as long as they need to pass all the tests to obtain their GED.

Mr. Hooper responded to Mr. Quinn noting that he anticipates meeting the requirements in the corrective action plan within the year. Mr. Hooper also addressed the question of at what percent or based on what assessment is the program a success; noting that over the summer he and

program staff will prepare a plan and goals for the next year. The program goals will be higher than that required by the state.

Mr. Quinn inquired about recruitment of GED student from the high schools; Mr. Hooper expressed that he has met with the Buena principal but he does not push recruiting. He is also working with the college marketing department to publish material used for sharing program information to schools and local businesses. Dr. Rottweiler shared information regarding high school students leaving school districts to attend a GED program, become part of the dropout count against the that district.

Dr. Rottweiler commended Mr. Hooper for taking incredible leadership in bringing new life and vision into the program.

3.05 Technology Services Report

David Luna, Chief Technology Officer, provided a Technology Services update to the Governing Board; highlights include:

Metrics since July 1, 2021

- Helpdesk
 - 6000 calls
 - 5520 service requests
 - Portal access – 1892
 - Office PC – 661
- District Phones (metrics)
 - 100,000 inbound calls
 - 55,164 outbound calls
 - 76,912 internal calls
 - Avg. talk time – 3 minutes
 - Call groups
 - Counseling & Advising – 5164 (highest)
 - SV Security – 4617
 - Auto Attendant Calls
 - Switchboard – 4016
 - Admissions – 7388
 - Financial Aid 4316
 - Veterans Services – 607
 - Account/Password issues – 2386
 - All other technology issues – 1635
 - Technology Services Classroom Support – 117
- Projects
 - Security
 - Upgrade and Deployment of Firewalls to all campus locations
 - Risk Assessment
 - Business Impact Analysis
 - Third Party Vendor Management
 - ERP (Banner)
 - Migration to Oracle Cloud Infrastructure
 - Reporting System Upgrade (Argos)
 - ID Card System/Meal Plan Upgrade (Heartland)
 - Backup System Improvements

- User Support
 - AV Upgrades
 - Douglas – 11
 - Sierra Vista – 16
 - Willcox – 3
 - Cell phone boosters
 - Douglas – 5 Buildings
 - Downtown Center – 2 Boosters
- Infrastructure/Network
 - Benson Center Network Rewire
 - Wireless AP Expansion
 - VOIP Phone system
 - 600 Phone Devices Deployed
 - 674 Active Phone Numbers
- Future FY23
 - Security
 - Multifactor Authentication
 - Disaster Recovery Exercise
 - Security Policy Review and Updates
 - ERP
 - RFP for ERP system
 - Consortium for Shared Services
 - User Support
 - AV Upgrades
 - 30 HyFlex Classroom Upgrades
 - Managed Helpdesk Services
 - Infrastructure/Network – if approved for \$3M grant
 - Douglas Campus Fiber
 - Expansion of Wireless Network
 - Douglas, Willcox, Ft. Huachuca, Benson Network Infrastructure Upgrade

Dr. Rottweiler informed the board that much of Mr. Luna's report is ensuring students have access to technology and Wi-Fi. Mr. Luna and his team have worked hard to address and correct many of the audit compliance concerns reported in previous years.

4. COMMENTS FROM GOVERNING BOARD MEMBERS

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

- Mr. Quinn
 - Thanked Dr. Borofsky for attending the board meeting.
 - Expressed his excitement for program momentums such as behavioral health, CDL, ALA/Early College, and the great work of the science department; it is because of the great people.
 - Offered well wishes to Dr. Flanigan as he moves on and Dr. Fick as he prepares for retirement.
 - Asked for future board discussion to consider raising the college president's contract approval above the \$250K limit.
 - Thanks to all at Cochise College for all things done to impact students and future generations.
- Mrs. Strain
 - Looking forward to the commencement activities.

Cochise College Regular Governing Board meeting
May 10, 2022

- Mr. Hudgins
 - Looking forward to the exciting events during commencement week.
- Mr. DiPeso
 - Expressed his pleasure being a part of Cochise College.

5. ADJOURNMENT

Mr. DiPeso adjourned the meeting at 8:14 p.m.

Respectfully Submitted:

Crystal Wheeler, Executive Assistant, Office of the President

Mr. Dennis Nelson, Secretary of the Governing Board