

**MINUTES**  
(Subject to approval at next Regular Governing Board meeting)  
**SANTA CRUZ COUNTY PROVISIONAL COMMUNITY COLLEGE**  
**DISTRICT GOVERNING BOARD REGULAR MEETING**

**Thursday, March 10, 2016**  
**Santa Cruz Center, Boardroom**  
**5:00 pm**

**1. GENERAL FUNCTIONS**

1.01 Call to Order

Meeting called to order at 5:02 pm

**Board Members Present:**

Ms. Liz Collier  
Dr. Dan Rehurek  
Dr. Marcelino Varona  
Mr. Nills Urman  
Mr. Victor Fontes

1.02 Pledge of Allegiance

Led by Mr. Galindo

1.03 Adoption of Agenda

Motion moved by Dr. Varona, seconded by Mr. Fontes to adopt the agenda as published., with the exception of item 4.02 that will be tabled. MOTION CARRIES

1.04 Citizens Interim

*This is the time for the public to comment. Members of the Board may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. §38-431.01(H), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later date.*

1.05 Standing Reports

INFORMATION

1.05.1 Chief Financial Officer (CFO)

- Financial Reports

Mr. Brennen went over the monthly financial report for the month of February. Also passed out the letter from the Assessor's office that so they can calculate how much

they will receive in property taxes. The assess evaluation is based on what the county submits. A proposed primary tax levy \$1,529,000 for next year without an increase in the rate at .4938 which is calculated based on the previous year's levy. A Truth and Taxation would have to take place if we were to go higher than .4938. On June 30<sup>th</sup> we should have approximately \$700,000 and will have to pay Cochise College \$500,000 for the 3<sup>rd</sup> or 4<sup>th</sup> quarter.

#### 1.05.2 Chairperson of the Governing Board

- Dr. Rehurek and Ms. Collier will be attending the Tea Party in Sonoita

Will present on the 19<sup>th</sup> at the Fair Grounds in Sonoita. All the school districts will be attending. They want to know how much they are paying in taxes and what do they get from it?

- Progress Report on Comprehensive Strategic and Accreditation Plan

Would like to start working on some of the things in the plan. Mr. Galindo has already started to do some work on some of these items. He will talk about these on item 1.06.4

- Reciprocal agreement between Cochise College and Tecnologico de Nogales

Went to talk to J.D. Rottweiler about the reciprocal agreement with Technologico in which the students from Sonora, Mexico can attend Cochise. Perhaps it is something that we can consider.

#### 1.05.3 Members of the Governing Board

- Current Events Summary - Any matter raised must be something that just occurred or is about to occur soon, the summary must be brief, and there cannot be any proposal, discussion, deliberation, or legal action taken.

Mr. Fontes – New U.S. Consulate in Nogales, Sonora. He received the site planning and foot printing yesterday. They will now move on to a higher phase, and they will have excess facilities. Perhaps we could have some classes offered there and maybe it is something to consider.

#### 1.05.4 Director's Update

- Curriculum expansion.

Mr. Galindo passed out a packet to the board members and its purpose is to try and paint an overall big picture. Went over a power-point that explained all of the degrees that we have available for our students. Gave a brief description of each one and their prerequisites. Also talked about the enrollment and the recruiting that is being done throughout the county.

#### 1.05.5 Dr. Varona • Update on Arizona Technical Registration Letter

Dr. Varona – Met with Mr. Panasopulos and Mr. Espiriti. Will have a meeting with Mr. Galindo to find out what chemicals are being dumped into the sewer system. Will get together with him at a later date to talk about the cost proposal for the improvements in the science lab. Cost will be handled by the landlord.

1.05.6 Dean of Extended Learning

- Summary of minutes of the Cochise College Governing Board meetings

Graduation ceremony for Cochise College will be May 13<sup>th</sup> in Sierra Vista.

**2. APPROVAL OF MINUTES**

**ACTION**

2.01 Acceptance of minutes for January 14 and February 11, 2016

Motion moved by Dr. Rehurek, seconded by Mr. Urman to approve the minutes of January 14, 2016 and February 11, 2016. MOTION CARRIES

**3. INFORMATION ITEMS**

**INFORMATION**

3.01 Report on preliminary work for library

Mr. Galindo talked about the shelving that will be put up for the library and we can customize it however we want. Talked about setting up the library in the Student Union or the patio area. Board is concerned about setting up books that are not going to be used and spending unnecessary money on this. Leticia would be in charge of the library and the work study students will be helping her out. Mr. Self - One of the accreditation standards is to have a library and we will be getting this free of charge.

3.02 Discussion on budget for fiscal year 2017

Dr. Varona would like to see a list of all of the expenses on the budget. Wants all of the expenditures and revenues on there. Would like to receive equal 301 monies. Accreditation consultants will no longer be here once the Executive Director is hired.

3.03 Discussion on district logo

Tabled item 3.03

3.04 Job description for Executive Director of the Santa Cruz Provisional Community College District Governing Board.

Mr. Leyba passed out the job description for the Executive Director. Took the input from the board and developed the job posting. Mr. Leyba gave different options on how the applicants can fill out and turn in their applications. Gave a general summary about the position and duties. Time frame will be until filled, and person will start until July 1<sup>st</sup>, 2016.

3.05 Discussion on board secretary

Will be hiring a board secretary that will assist the Executive Director and will help with the minutes, agendas, website and other clerical duties. This position

will be at an hourly rate and it will be advertised. This will be discussed with the lawyer.

**4. NEW BUSINESS**

**ACTION**

- 4.01 Discussion and approval of Administrative Services Agreement; Arizona School Risk Retention Trust

Motion by Dr. Varona, seconded by Dr. Rehurek to approve to authorize the chairman of the board to sign the additional Administrative Services Agreement with the Arizona School Risk Retention Trust. MOTION CARRIES

- 4.02 Discussion and possible action to approve the Code Compliance Technical Report that Mr. Espiriti presented during last month's meeting.

Tabled item 4.02

**5. FUTURE MEETING DATES AND SITES**

**INFORMATION**

April 14, 2016 @ 5:00 pm  
May 12, 2016 @ 5:00 pm  
June 9, 2016 @ 5:00 pm

**6. FUTURE AGENDA ITEMS**

**7. ADJOURNMENT**

Adjourned at 7:30 pm

Respectfully submitted:

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Ms. Bonnie Mabante, Administrative Assistant, Office of the Director

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Dr. Dan Rehurek, Secretary/Vice President of the Governing Board