

MINUTES
SANTA CRUZ COUNTY PROVISIONAL COMMUNITY COLLEGE
DISTRICT GOVERNING BOARD REGULAR MEETING

Thursday, February 9, 2017
Santa Cruz Center, Boardroom
5:00 pm

1. GENERAL FUNCTIONS

1.01 Call to order

Meeting called to order at 5:00 pm by Chairperson, Ms. Liz Collier

Board members present

Ms. Liz Collier, Board Chair
Dr. Marcelino Varona
Dr. Dan Rehurek
Mr. Victor Fontes
Mr. Nils Urman, Vice President/Secretary

Staff present

Dr. Stella Perez, Executive Director/CEO
Mr. Rich Brennan, Chief Financial Officer/CFO

1.02 Pledge of Allegiance

Led by Dr. Varona

1.03 Adoption of Agenda

Upon motion made by Dr. Varona and seconded by Dr. Rehurek, the agenda for the February 9, 2017 meeting was accepted as presented. 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.

SCCPCCD Lobbyist Warde Nichols, Clarus Companies LLC, updated the Board on active items and topics in the 53rd AZ Legislature:

- Proposition 301 Money: Mr. Nichols encouraged SCCPCCD Board members to attend the public meetings/hearings during the legislative session to advocate for SCCPCCD in the allocation of Proposition 301 money.
- HB2210: Addresses the issue of a mandatory college readiness/assessment exams for all incoming 11th graders. After a brief discussion, the board advised Mr. Nichols to advocate against HB2210. The consensus of the Board Members is that public schools are overwhelmed and students are already overburdened with testing requirements.
- Mr. Nichols also summarized additional legislative matters that have been included in Dr. Perez's weekly updates to Board Members.

1.05 Standing Reports

INFORMATION

1.05.1 Chief Financial Officer (CFO)

- Financial Reports

Mr. Brennan presented the financial reports as of February 9, 2017. They reflect the income and expenses since the last meeting. He noted that the Board should set up an interim retirement plan for Dr. Perez until the SCCPCCD application is approved by the Arizona State Retirement System. After discussion, Dr. Varona recommended that a formal proposal be brought before the board for action so that Dr. Perez is protected and compensated as per her existing employment contract.

Mr. Brennan also reported that the actual and reported FTSE count for the previous year (2016) is 337.

1.05.2 Chairperson of the Governing Board

- The meeting with the Consulado de Nogales went very well. The SCCPCCD Board Chair drafted the letter to the Consulado, it has been approved, and the funds have been deposited into the Cochise College Foundation pending the established of an SCCPCCD Foundation. The Board was pleased to hear that the IMEBECAS Scholarship funds will continue to support Hispanic students studying in Santa Cruz County.

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.

Dr. Varona – Dr. Varona attended the luncheon hosted by Governor Ducey and others welcoming Homeland Security Advisor General Kelly during his visit to the Arizona/Mexico border. Dr. Varona was able to

discuss briefly with Governor Ducey the allocation of Proposition 301 monies to community colleges.

Dr. Varona was informed that there is still a problem with the intermittent ITV feed into the classrooms. Dr. Varona stressed the need to get the matter resolved as quickly as possible.

1.05.4 CEO's Update

- Summary of weekly updates, Student Enrollment, SCC Community Outreach, Website Advisory Group Meeting, and SCC Transition Planning Update/Meeting with Cochise College Leadership on IGA extension to 12/31/2017

Soundproofing:

--Dr. Perez met with Mr. Flores. Testing was completed with positive results, and Mr. Flores is working with Rio Rico Sheet Metal (a local vendor) to complete the soundproofing project at the Santa Cruz Center.

SCC Transition Planning:

-- Mr. Brennan and Dr. Perez hosted a series of conference calls with Debra Thompson, former CFO and Vice-Chancellor of Maricopa Community College, to discuss a consulting contract to assist SCCPCCD with SCCPCCD state reporting requirements, more formalized budget development processes, and projections on expenditure limitations in the future.

-- Met with Dr. Dolores Durán-Cereda, acting Provost of Pima Community College and designated point of contact, to initiate discussion of transition planning for host college educational services.

1.05.5 George Self, Dean of Extended Learning

- Monthly Update – Enrollment Management & Student Enrollment Update

Mr. Self was not present at the meeting, but enrollment reports were included in the SCCPCCD Board materials indicating that enrollment at the Santa Cruz Center is up 33 students from the previous year. Dr. Perez felt it was important to note that the increase in enrollment, with nominal promotion and uncertainty due to the current college transition, speaks to the commitment of the community, the county, the excellent service offered by the Santa Cruz Center staff, and the quality of the Santa Cruz County Provisional Community College District as a whole.

1.05.6 Dr. Marcelino Varona

- Update on Technical Registration Letter – final report

The final report, as suggested by Alex Kory at last month’s meeting, has been sent to the City of Nogales ensuring that the Santa Cruz Center meets all federal, state, and local codes, and standards.

Mr. Fontes noted that a report in Mr. Kory’s materials recommended an emergency exit be installed on the northwest side of the building based on flow capacity. After a lengthy discussion, Dr. Perez was asked to first contact the building owner and assure safety from the State Fire Marshal prior to the Board considering any remodeling of the building to install another emergency exit.

2. APPROVAL OF MINUTES

ACTION

2.01 Acceptance of minutes for January 12, 2017

After a brief report by Dr. Perez on the February 3, 2017, Free Application for Federal Student Aid (FAFSA) Community Workshop and ways to improve enrollment next year, motion was made by Dr. Varona and seconded by Mr. Fontes to approve the minutes of the January 12, 2017 meeting.
MOTION CARRIES.

3. INFORMATION ITEMS

INFORMATION

3.01 Nils Urman
SCC Internet options/cabling online learning limitations

Mr. Urman shared that the current contract for internet options and cabling at the Santa Cruz Center is between Cochise College and Blue Span. Mr. Urman was urged to first meet with the proper IT personnel at Cochise College, and through these contacts explore Blue Span capacity to immediately address and resolve the issues causing IT/TV access blackouts. When the current IGA expires with Cochise, SCCPCCD will need to get its own service provider to evaluate the cost of updating current IT infrastructure and assist with planning for future IT needs for students. The Board acknowledged that this is a large project and will need to be added a budget item for 2017-2018.

4. NEW BUSINESS

4.01 Finalize Arizona Technical Registration Letter with Kory references and attorney documentation

Upon motion by Mr. Fontes and seconded by Dr. Rehurek, Dr. Perez was directed to contact the Nogales Fire Marshal, Juan Ceballos, to determine if there is a need based on flow capacity for an exit door on the northwest side of the building.

4.02 Discussion and Possible Action to Extend IGA with Cochise College to December 31, 2017

Dr. Perez presented the specifics of extending the IGA with Cochise College and a discussion followed. Upon motion by Mr. Fontes and seconded by Mr. Urman, the Board authorized Dr. Perez to negotiate the extension of the IGA with Cochise College to December 31, 2017—with the intention of SCCPCCD transitioning to Pima Community College as the new educational service provider beginning January 1, 2018. MOTION CARRIES.

4.03 Discussion and Possible Action to Approve and Offer Contract for Financial Consultant through June 30, 2017

Dr. Perez and Mr. Brennan discussed the need for contract services of Debra Thompson, former CFO and Vice-Chancellor of Maricopa Community College, to assist SCCPCCD with reporting structures, more complex budget development, and expenditure limitations in the future.

Upon motion by Dr. Varona and seconded by Mr. Urman, the Board authorized Dr. Perez to finalize financial consulting contract services with Debra Thompson. MOTION CARRIES.

5. **FUTURE MEETING DATES AND SITES** **INFORMATION**

March 9, 2017 @ 5:00 p.m.

6. **FUTURE AGENDA ITEMS**

6.01 To be determined by Santa Cruz County Provisional Community College District board of Governors

7. **ADJOURNMENT**

Upon motion by Dr. Rehurek and seconded by Mr. Urman, the meeting was adjourned.

Adjourned at 6:32 pm

Respectfully submitted:

Dr. Stella Perez, CEO/Executive Director

Mr. Nils Urman, Vice-Chairperson/Secretary