

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

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

1. **GENERAL FUNCTIONS**

1.01 Call to order

Meeting called to order at 5:05 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 Marcelino Varona

1.03 Adoption of Agenda

Upon motion by Mr. Fontes and seconded by Dr. Varona, 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.

1.05 Standing Reports

INFORMATION

1.05.1 Chief Financial Officer (CFO)

- Financial Reports and AZ Retirement System Enrollment Update

Mr. Brennan presented the financial reports as of March 9, 2017. They reflect the income and expenses since the last meeting. He received the calculation of the new tax rate for FY 2017-2018, which he will submit to Santa Cruz County Board of Supervisors. The tax rate is slightly higher than 2016-2017.

Until Dr. Perez's application for the Arizona State Retirement System (ASRS) is approved, Mr. Brennan suggests that a 403(b) be set up, into which SCCPCCD will deposit 11% of her salary. When the SCCPCCD application for the State Retirement System is approved, the funds can be deposited directly into her ASRS account.

1.05.2 Chairperson of the Governing Board

- Pima CC/SCCPCCD Board Meeting on March 22, 2017

Ms. Collier, Dr. Varona and Dr. Perez will meet with Pima Community College and select board members on March 22, 2017. The goal of that meeting is to explore opportunities for Fall 2017 SCCPCCD classes, address questions and concerns, and strategize potential future relationships. Chancellor Lambert has submitted a brief outline of agenda topics and asked that SCCPCCD do the same. Dr. Perez will send a list of those topics to the Board for review.

- Financial Consultant Deliverables

Ms. Thompson has created a format for SCCPCCD financial and administrative policies in compliance with local, state, and federal reporting requirements.

- Upgrades and Improvements to Student Center

SCCPCCD purchased two new televisions and intends to upgrade the student center to encourage student socialization. They are reviewing options to support a food vendor, as many students stay onsite for long periods of time between classes, and need good healthy food choices.

- On May 5, 2017 the Mountain Rotary Club Career Fair will be hosted for students in Elgin, Patagonia, and at Little Red School. The goal of the event is to highlight job opportunities in Santa Cruz County and new workforce development training needs. The Fresh Produce Association of the Americas (FPAA) and the *maquiladores* will have booths, in addition to a booth from SCCPCCD.

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.*

No matters were raised.

1.05.4 CEO's Update

- Summary of weekly updates, Student Enrollment, SCC Community Outreach, Website Strategy & Branding Report, and SCC Transition Planning Update

Weekly Updates – CEO attended the Arizona Department of Education Open Forum held in Santa Cruz County. State representatives and state superintendents presented data specific to new legislation and guidelines for high school, college and career readiness. Topics included college and career placement tests, as well as new college and career requirements impacting high school juniors and seniors. Santa Cruz County High School Students rank as some of the highest graduates in the state.

Student Enrollment – After drop/add, the spring 2017 FTE is 251.

Outreach – CEO attended the 2017 Fresh Produce Association Spring Policy Institute. She is following up with people in Washington, D.C. to establish the Santa Cruz Center as a training site for national FDA certifications under the new Food Service Modernization Act and a new FDA program for Foreign Supplier Verification that has been hosted in Texas, Florida and California.

SCCPCCD began promoting its continuing education program, which was announced at the Fresh Produce Association Spring Policy Institute. Within 3 days the Santa Cruz Center received 10 phone calls from business groups requesting sign up enrollment.

Website – Westward Vision has rolled out the first prototype of the new website (example included in Board packet) which includes a site map and a review of the content. The website will include actual student photos, photos of the new facility upgrades and regional photos (taken by a Santa Cruz Center student!). Westward Vision will unveil its prototype and make a formal presentation at the April 2017 Board Meeting. Board feedback and comments are appreciated.

2. APPROVAL OF MINUTES

ACTION

2.01 Acceptance of minutes for February 9, 2017

Upon motion by Dr. Varona and seconded Mr. Fontes the minutes of the February 9, 2017 meeting were approved. MOTION CARRIES.

3. **INFORMATION ITEMS**

INFORMATION

2.01 Clarus Companies, LLC, James Candland & Warde Nichols
Presentation and Update of AZ Legislative Priorities for 2017-2018

Mr. Candland updated the Board on relevant bills being reviewed:

- A bipartisan coalition successfully opposed a bill to allow guns in public buildings. The bill failed on the Senate floor.
- The Senate passed a bill to allow counties to levy a gas tax. This is a positive measure. The bill is now in the House.
- They are watching bills related to Proposition 301 monies and the 2017-2018 budget in terms of the governor's position on obtaining more funding for higher education and on how education funding should occur when Proposition 301 expires in 2023. They hope to be able to extend the funding for another 10 years.

ADJOURNMENT TO EXECUTIVE SESSION – 5:45 P.M

Upon motion by Mr. Fontes and seconded by Dr. Varona, the meeting was adjourned to Executive Session. MOTION CARRIES.

4. **NEW BUSINESS**

4.01 Discussion and Possible Action to approve and offer **ACTION**
contract for Information Technology Consultant

Dr. Perez discussed the problems and challenges encountered by students with existing internet and hardware connectivity in the ITV room and elsewhere throughout the Santa Cruz Center. She recommends the services of an IT consultant be obtained to provide a thorough review, inventory and scan of SCCPCCD's equipment. In addition, the IT consultant will prepare a formal report for the Board's consideration.

Upon motion by Dr. Varona and seconded by Mr. Fontes, the Board authorized Dr. Perez to enter into contract services with an Information Technology Consultant for a period not to exceed 20 days. MOTION CARRIES.

- 4.02 Discussion and Possible Action to initiate MOU with Pima Community College for instructional and student services in Santa Cruz County ACTION

Upon motion by Dr. Varona and seconded by Mr. Fontes, the Board authorized Dr. Perez to initiate a MOU with Pima Community College for instructional and student services in Santa Cruz County. MOTION CARRIES.

- 4.03 Discussion and Possible Extension of SCCPCCD CEO contract to July 31, 2019. ACTION

In negotiations with Pima to bring instructional and student services to Santa Cruz County, it is crucial that SCCPCCD shows stability and that Dr. Perez continue as its CEO during the transition; thus, the Board has extended her contract, which is due to expire on July 31, 2017.

Upon motion by Mr. Fontes and seconded by Mr. Urman, the Board will extend the SCCPCCD CEO contract of Dr. Stella Perez to July 31, 2019. MOTION CARRIES.

5. **FUTURE MEETING DATES AND SITES**

April 13, 2017 at 5:00 p.m.

6. **FUTURE AGENDA ITEMS**

- 6.01 Potential special meeting to follow up on issues discussed during Executive Session.

6. **ADJOURNMENT**

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

Adjourned at 7:12 p.m.

Respectfully submitted:

Dr. Stella Perez, CEO/Executive Director

Mr. Nils Urman, Vice-Chairperson/Secretary