

# MINUTES

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

**Thursday, June 15, 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  
Mr. Victor Fontes

**Board members absent**

Mr. Nils Urman, Vice President/Secretary

**Staff present**

Dr. Stella Perez, Executive Director/CEO  
Mr. Rich Brennan, CFO  
Ms. Aleisdy Palazuelos, Administrative Assistant

1.02 Pledge of Allegiance

Led by Mr. Fontes

1.03 Adoption of Agenda

Upon motion by Mr. Fontes and seconded by Dr. Varona, the agenda for the June 15, 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.*

## 1.05.1 Chief Financial Officer (CFO)

Financial Reports – Mr. Brennan stated rent was paid for the upcoming quarter from July to September, with 2 improvement agreement payments that were established by the land lord. After all payments, \$1.5 million are in the bank. A few more invoices will be pending for July to be paid. July payments are also reflected in the financial report.

Dr. Perez and Mr. Brennan met with Mr. Gregory L. Droeger, the attorney assisting SCCPCCD establish the scholarship foundation. Once established, all scholarship money from Cochise College will be transferred to the SCCPCCD foundation. The application was submitted to the Arizona Corporation Commission (ACC) last week. As soon as approved, a checking account will be opened for the foundation. An expedited process was requested for the 501(c)(3) application process and start-up status with the IRS.

## 1.05.2 Chairperson of the Governing Board

Ms. Collier and Dr. Perez attended the June 14, 2017, Pima Community College (PCC) Board Meeting. The PCC Board has approved the Memorandum of Understanding (MOU) under the name “Educational Service Agreement (ESA) with SCCPCCD. Ms. Collier stated that the Santa Cruz Center course offerings will be on limited basis until the center becomes an approved site by the Arizona Department of Education and the Higher Learning Commission (HLC). It was determined that Santa Cruz Center students cannot currently receive financial aid, and Pima Community College (PCC) cannot offer more than 50% of the program content to Santa Cruz Center Students. In the Fall 2017, PCC will the following courses:

1. English Composition I
2. English Composition II
3. Introduction to Psychology
4. Topics of College Mathematics
5. College Algebra
6. Computer Fundamentals and
7. Biology
8. Developmental Reading

Dr. Perez and Ms. Collier will reach out to SCC @ Work and Literacy Volunteers to review ESL non-credit course models as options at the Santa Cruz Center.

- Financial Aid/United States Department of Education

With transitions at The U.S. Department of Education (DOE) there are fewer permanent, therefore submitting an application to be an approved site for student financial aid might be a challenge and *potentially* delay PCC/SCCPCCD student financial aid approval—if we are to exceed full program offerings at the Santa Cruz Center.

- PCC Site Visit

Pima Community College will conduct a site visit at the Santa Cruz Center on June 23, 2017 to tour the building and ensure the site is up to building and safety codes. The SCCPCCD Information Technology (IT) Consultant and Building Security Technician has asked for dedicated meetings with the PCC IT Team. PCC Leadership has also requested meeting with the SCC leasing agent, property manager, Santa Cruz County Police Chief, fire chief, and other community leaders for input on the building maintenance, security systems, and response time for security calls.

Dr. Perez advised that she has been working with Dr. Duran-Cerda, PCC Provost and Mr. Brian Stewart, Dean of Student Affairs, to have an academic advisor on site, bi-weekly, every Wednesday beginning July 2017. Once the schedule is set, the SCC will initiate promotion and marketing in a variety of outlets.

- Santa Cruz County Provisional Community College Scholarship Update

During the PCC Board Meeting, the PCC Financial Aid Director had contacted Cochise College. They had noted their intention to use the current the SCCPCCD Scholarship funds to support the teach-out program. Ms. Collier advised the PCC Board that the SCCPCCD Scholarship Funds are not their money to determine allocations.

### 1.05.3 Members of the Governing Board

SCCPCCD Board Members had no comments to share.

### 1.05.4 CEO's Update

- Summary of weekly updates, 2017 Sustainability Expo, 2017 Continuing ED Courses, SCC Community Outreach, Technology/ Transition Planning Update

The Santa Cruz Center has hosted 18 projects and events from May 10, 2017 to date. Among those events, include the Cochise College Graduation ceremony on May 10<sup>th</sup> and the 2017 Fresh Produce Sustainability Expo.

The Fresh Produce Association contributed \$700 to the SCCPCCD scholarship fund. The APICS group also contributed a \$500 scholarship, and Rich Brennen has these checks to deposit.

U of A Pharm Camp, a summer program provided through the Santa Cruz County School's Superintendent's Office, will be hosted at the Santa Cruz Center on June 19, 2017. Twenty-five Santa Cruz County middle school students will be attending the center. They will be using the Biology Lab and a number of classrooms. Dr. Tong; the U of A Leading Pharmacist and Associate Dean of the College of Pharmacy will be teaching and leading the grant-funded program.

Additional events to be hosted at the Santa Cruz Center include the MetroMatematicas STEM Institute, and the CREO college and career retreat in July 2017.

#### Continuing Education Courses

In collaboration with the Fresh Produce Association, Nogales Chamber of Commerce, Nogales International, and the Lions Club, the Continuing Education Courses have been promoted through newspaper ads, on-site presentations, and social media e-blasts. ***There are 7 students enrolled in the Business Communications course; 6 students in the English course, and 11 in the Computer Literacy course. The final count for enrollment was 24 students***

## 2. APPROVAL OF MINUTES

ACTION

### 2.01 Acceptance of minutes for May 11, 2017

Upon motion by Dr. Varona and seconded by Mr. Fontes, the Minutes of the May 11, 2017 meeting were approved. MOTION CARRIES.

## 3. INFORMATION ITEMS

INFORMATION

### 3.01 SCCPCCD IT Consultant, Technology and Transition Planning Update

### Internet Service

The previous and original internet service provider at the Santa Cruz Center (SCC) building was Bluespan Wireless. A number of issues have arisen with the service over the years. Therefore, Mr. Corrales suggested a change of service providers and switched to CenturyLink, the same provider used by the UofA South. A primary reason for the issue with Bluespan is due to the inconsistency of the wireless technology. CenturyLink will curb this problem and will also save internet costs up to 50%. Also, CenturyLink will boost internet speed at the SCC more than 100 mbps, offer 20 licenses to Microsoft Office with 365 Business Essentials, add 14 voice lines, and a fax line for the same price.

### ITV System

Based on the research and analytics that Mr. Corrales conducted, he was able to discover that the main issue with the ITV systems was due to the poor internet connectivity of Bluespan services. Changing the SCC carrier to CenturyLink should significantly enhance ITV system services.

### Microsoft License

Cochise College removed all Microsoft Office from all computers owned by SCCPCCD. Therefore, the Santa Cruz Center is operating with a Microsoft Office trial in the intervening period. Mr. Corrales suggested a site license for the future to prevent this incident from occurring again.

## 3.02 UofA South Recruitment and Outreach

### Update

The U of A is recognizing significant transitions with a new president; Dr. Robert C. Robbins and the UA South's new Interim Dean, Dr. Melody Buckner. The UA South is also realigning different programs including the Bachelor's Degree of Applied Science in Education and the online component. Cyber Security (BAS), as a new program, is waiting to be approved by the Department of Defense. The UA South has had consistent growth over the past five years, and this year had a total of 10 graduates on May 2017.

### Economic Development

Mr. Javier Lopez conducted a presentation for the Nogales Chamber of Commerce, Government Affairs Committee to discuss the connection between "***Education and Economic Development***". Mr. Lopez believes that the county's economic development should start with education. Mr. Lopez also anticipates that Pima Community College and the SCCPCCD, in partnership with UA South, will

graduate the highest number of Latinos in the State— *but it does require investment.*

Scholarship opportunity

UA South applied for the National Science Foundation Scholarship and UA was awarded that grant. The goal of this grant is to attract science and math teachers from one of our partner school district—**Nogales being one of the partner school districts.** Mr. Lopez would like to have one student from Nogales be the first scholar. The scholarship provides \$15,000 to a teacher with a degree in Science or Mathematics with a GPA above 3.0 or higher. Mr. Lopez also recommends to the SCCPCCD Board to look to the U of A Scholarship Foundation for additional opportunities.

4. **NEW BUSINESS**

- 4.01 Discussion and possible action for SCCPCCD Foundation Models. ACTION

After Discussion, upon motion by Dr. Varona and seconded by Mr. Fontes, the Board authorized Dr. Perez and Mr. Brennan to establish the scholarship foundation and to pay necessary dues. MOTION CARRIES.

- 4.02 Discussion and possible Action for SCCPCCD Lobbyist Contract Review & Proposal for 2017-2018. ACTION

After discussion, upon motion Dr. Varona accepted Clarus LLC. as the SCCPCCD Lobbyist for 2017-2018. The motion was seconded by Mr. Fontes. MOTION CARRIES.

- 4.03 Discussion and confirmation of SCCPCCD job position approved, interviewed, and selected by CEO & CFO. ACTION  
1. Christie Monreal/ Social Media Coordinator/ \$12.00

After discussion, upon motion by Mr. Fontes and seconded by Ms. Collier, the Board approved the recommendation of Dr. Perez to hire Christie Monreal. MOTION CARRIES.

- 4.04 Discussion and Possible action to approve 2017-2018 Membership to the Arizona Mexico Commission AMC ACTION

After discussion, upon motion by dr. Varona and seconded by Mr. Fontes the Board approved a Copper membership for \$1,500.00 to include 3 memberships. Dr. Perez will obtain 1 membership while the 2 other memberships will be set for discussion in the August 2017 meeting.

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

August 3, 2017 at 5:00 p.m.

6. **FUTURE AGENDA ITEMS** INFORMATION

Discussion and action to approve Mr. Homero Lopez's 2017-2018 consulting objectives for 2017-2018.

Discussion and Action for SCCPCCD Lobbyist objectives for 2017 – 2018.

Discussion and possible Action to select 2 board Members for the Arizona Commission Membership for 2017-2018.

7. **ADJOURNMENT**

Mr. Fontes requested early dismissal due to family emergency. Noting absence of an SCCPCCD Quorum, motion by Dr. Varona and seconded by Ms. Collier, the meeting was adjourned.

**Adjourned at 6:15 p.m.**

Respectfully submitted:

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Dr. Stella Perez, CEO/Executive Director

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Nils Urman, SCCPCCD Vice-Chair