

MINUTES

SANTA CRUZ COUNTY PROVISIONAL COMMUNITY COLLEGE DISTRICT GOVERNING BOARD REGULAR MEETING

Tuesday, August 14, 2018
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, Mr. Nils Urman.

Board members present:

Dr. Angela Meixell, Vice-Chair
Ms. Liz Collier
Dr. Marcelino Varona
Mr. Nils Urman, Chairperson
Mr. Victor Fontes

Staff present

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

1.02 Pledge of Allegiance

Led by Mr. Brennan, Advanced Program Manager, PCC

1.03 Adoption of Agenda

Upon motion by Ms. Collier and seconded by Mr. Fontes, the agenda for the August 14, 2018 meeting, was accepted as presented. MOTION CARRIES.
5-0

In favor:

Dr. Varona
Ms. Collier
Dr. Meixell
Mr. Urman
Mr. Fontes

Opposed:

None

1.04 Public Comment – Call to the Audience

The Santa Cruz County Provisional Community College District Governing Board welcomes public comment on issues within the jurisdiction of the College. Comments will be limited to five minutes per individual. At the conclusion of public comment, individual Board members may respond to criticism made by those who addressed the Board, may ask staff to review a matter, or may ask that a matter be put on a future agenda. Members of the Board, however, may not discuss or take legal action on matters raised during public comment unless the matters are properly noticed for discussion and legal action. Finally, be advised that internal College processes are available to students and employees for communication.

1.05 Standing Reports

INFORMATION

1.05.1 Chief Financial Officer (CFO)

- Financial Reports were presented by Mr. Rich Brennan. The Financial Report was sent in advance to the SCCPCCD board members for review. As of August 14, 2018, \$1,854,900.00 is available in the SCCPCCD account.
- The recommendations made by the AZ Auditor General Office from the SCCPCCD 2016-2017 audit are complete and meet the penalty deadline. One of the recommendations of the findings is for all SCCPCCD Board Members and Staff sign and maintain a “Conflict of Interest Disclosure” Statement.
- Update on Arizona State Retirement System (ASRS): Mr. Brennan contacted the ASRS for an update in July 2018. The ASRS replied that we will have further information as the SCCPCCD application is now in the hands of the Social Security Department.
- Mr. Brennan submitted his letter of resignation to Dr. Perez as the SCCPCCD Chief Financial Officer (CFO). He stated he will remain in the role and support the transition until the SCCPCCD board hires a new Chief Financial Officer.

1.05.2 Chairperson of the Governing Board

No discussion.

1.05.3 Members of the Governing Board

- Dr. Varona thanked Santa Cruz Center (SCC) Staff for participation in the “Jump Back to School” event hosted at Nogales High School.
- Ms. Collier thanked the SCC for supporting the Patagonia Union High School (PUHS) Junior and Senior class visit to the SCC, completing the Pima Community College (PCC) student application, testing for the Accuplacer placement exam, and finalizing the PUHS dual enrollment process. The students mentioned the visit was a pleasant experience.

1.05.4 CEO's Update

- Dr. Perez mentioned the Santa Cruz Center Educational Foundation (SCCEF) was working with the Santa Cruz County School Superintendent's Office and Mr. Brian Nelson on student outreach to support the 2018 IME-Becas Grant and funding of 14 CREO student scholarships for \$1,000.00. In addition to the student scholarships, the 2018 IME-Becas will fund a makers' room for the MetroMatematicas Program at the Santa Cruz Center.
- The Santa Cruz County School Superintendent's office in collaboration with the SCCEF submitted a grant proposal for the GEAR-UP grant through the Arizona Department of Education. This 5 year, 4.5 million-dollar grant proposal would support over 1,000 Santa Cruz County Students from grades 7th through their first year of college. It targets the SCCEF mission as a "College - Going, College - Growing Community." The potential response from AZ Dept. of Ed GEAR-UP grant submission is in the month October 2018.
- The new SCCEF website is completed. The prototype is now available for review and has been sent to the SCCEF Board Members for final review before being launched through the SCCPCCD website. The website can be found at www.sccedfoundation.org.
- The SCCEF is creating an Intergovernmental Agreement (IGA) with the City of Nogales, the Innovative Consulting Training (ICT) Water Technology Services, and the American Waterworks Association to provide certification training for the City of Nogales Employees completing their Arizona Department of Environmental Quality (ADEQ) Water and Waste Water Certification. There is a local need for certified operators in Nogales and in Southern Arizona.
- Dr. Perez mentioned that the Santa Cruz Center attended the NUSD "Jump Back to School" event and the SCVUSD "Back to School Blitz" in support of the community back to school events and promoting the SCC & PCC Courses.
- Over the 2018 Summer, a series of camps were hosted at the Santa Cruz Center. The University of Arizona Pharmacy Camp for 6th - 8th-grade students, Young Leaders Rise Camp for 9th - 11th graders, and the Summer Robotics Camp for 3rd - 5th graders.
- The Student Union has been newly painted for the fall semester, with new bookshelves, a ping pong table, and student work stations added for a refreshed look. The lounge area also has been repainted with a new artists' mural.
- The Santa Cruz Center has hosted a total of 172 GED exams. The SCC has worked with the SCC @ Work and Literacy Volunteers of SC to support referrals. These programs provide test preparation for the GED exam, but not the actual GED test. This is a distinct benefit of the partnership.
- For Fall 2018, the SCC will be offering ESL courses. To date, 28 students have enrolled, with classes scheduled to begin Monday, August 27, 2018. These courses are offered as continuing education courses through the SCC.
- On PCC's facility findings, it was recommended to have a specific key lock on all of the Santa Cruz Center doors. PCC's suggested lock was too heavy for the particular SCC interior doors. One vendor, Abloy Door Security Solutions (ADSS) is able to find a lock that complies with PCC's recommendation and is compatible with SCC doors.

- Dr. Perez requested the latest update on the Department of Education (DOE) Program Participation Agreement (PPA) for SCCPCCD & PCC. As per the Provost and PCC Financial Aid Director; Ms. Norma Navarro – Castellanos, the PPA has not been submitted to DOE. The reason is PCC was waiting for Higher Learning Commission (HLC) sight approval of the PCC_SCC completed on May 4, 2018. The PPA was again on hold due to a series of internal transitions within PCC administration. Ms. Navarro – Castellano, now leading the effort, informed Dr. Perez the application will be submitted by August 17, 2018. Dr. Perez sent an email requesting confirmation that the PPA had been submitted. Dr. Perez has not yet received confirmation. PPA usually takes 3 to 4 months to process. Mr. Brian Nelson advised this approval can be on hold up until the Spring 2019 semester.
- Dr. Perez attended the August 2018 PCC Board Meeting where PCC Board Member Mark Hanna asked for an update on the Santa Cruz Center at the September 2018 Board Meeting. Dr. Perez will contact all SCCPCCD Board Members for ideas on the presentation.
- Ms. Leticia Cuevas and Dr. Perez attended the 2018 SCC Teacher of the Year Awards. Dr. Perez shared that it was a wonderful opportunity to meet with community members and celebrate the achievements of our great instructors. Dr. Perez also participated as part of the judging panel, and mentioned what an honor it was to meet the outstanding teachers dedicated to the students of Santa Cruz County.

1.05.5 PCC Update

- Mr. Nelson informed that in the month of June 2018, PCC met with approximately 313 sign-ins at the Santa Cruz Center for information, financial aid applications, placement tests and registrations. In July 2018, 549 sign-ins with an average of 30 a day. The first 9 days of August 2018, 414 sign-ins with an average of 46 per day. Mr. Nelson is very pleased with the number of students coming in to meet with PCC at the Santa Cruz Center.
- PCC Fall 2018 classes start at 3 different times: August 22, 2018; September 5, 2018; and October 17, 2018.
- On August 22, 2018, 133 students have registered for 6 distinct classes, with an average class size of 22.
- On September 5, 2018, 145 students have registered for 9 distinct classes, with an average class size of 16.
- Mr. Nelson is a bit concerned about the October 17, 2018 enrollment, however he is hopeful there will be an increase in enrollments as the date approaches.
- A computer course is under consideration for cancellation, but there is a need to add another mathematics course.

2. APPROVAL OF MINUTES

ACTION

2.01 Acceptance of minutes for June 12, 2018, Regular Meeting

Upon motion by Ms. Collier and seconded by Dr. Meixell, the SCCPCCD Board Minutes of June 12, 2018, were approved. MOTION CARRIES. 5-0

In favor:

Dr. Varona
Ms. Collier
Dr. Meixell
Mr. Urman
Mr. Fontes

Opposed:

None

2.02 Acceptance of minutes for June 12, 2018, Special Meeting.

Upon motion by Ms. Collier and seconded by Dr. Meixell, the SCCPCCD Board Minutes of June 12, 2018, were approved. MOTION CARRIES. 5-0

In favor:

Dr. Varona
Ms. Collier
Dr. Meixell
Mr. Urman
Mr. Fontes

Opposed:

None

3. INFORMATION ITEMS

INFORMATION

3.01 Discussion and update by SCCPCCD Lobbyist, Mr. James Candland, Clarus Companies LLC.

- Mr. Candland mentioned that the “hot topic” is the AZ Election with less than 2 weeks from the primaries. About 300 candidates are running for about 180 offices, with a large group challenging candidate signatures.
- Candland spoke to the possibilities, following this election, of the AZ House or Senate changes in leadership.
- Water issues are also a critical topic of discussion for the AZ Legislature now and on the horizon.
- Mr. Candland will announce to the SCCPCCD board when Proposition 301 becomes a topic during the new legislative session.

- The next legislative session will host a ballot initiative with regards to supporting education with a 5% tax increase— aimed at K-12 education. Candland commented on interests relative to this initiative being intertwined with Prop.301 discussions.
- Candland's last topic and initiative of great interest coming up this November is solar energy.

3.02 Discussion and update by Jack Lunsford, The Lunsford Group LLC, Legislative Consultant.

- Mr. Lunsford mentioned that effective August 2018 JTED is now CTED. Mr. Lunsford has sat on the Arizona Career and Technical Education (CTE) Quality Commission for over 7 years. This is a commission that is required under federal law to look at CTE courses and standards. A current item on the agenda is the approval of the technical standards for “Digital Printing”, and “Mental and Social Health Technician”. The standards have recently been approved.
- During the Board Meeting, it was expressed that for the 2019 AZ Legislative Session, restoring the CTED funding for 9th grade is going to be the #1 priority.
- The Arizona Department of Education is responsible for handling the Carl Perkins funding in the state. For this FY there are 2.7 million dollars that are available to be spent and the challenge is to get the community college districts to spend it. Mr. Lunsford suggested that the SCCPCCD asks to help PCC spend their Perkins funds.
- The Center for the Future of Arizona has received a 1.25-million-dollar grant on Career Pathways. There is a disconnect or a mismatch between what education is thinking “are the best needs of students” and what the actual business workforce wants. Pima Community College District is a partner in this grant. Mr. Lunsford will continue to follow up with Dr. Perez on this funding process.
- Mr. Lunsford attended the American Legislative Exchange Council in New Orleans where they hosted their annual meeting and the Lunsford Group was one of the sponsors. He mentioned that at the event, he spoke with AZ Representative Becky Nutt, who represents Greenlee, Graham, Cochise, and eastern Pima Counties.

3.03 Discuss and update on Pima Community College Signage

- Dr. Perez mentioned that PCC has approved the external signage for the Santa Cruz Center building. Dr. Perez has exchanged emails with the PCC facilities department in regards to the artwork and the vendor information to maintain the same quality and design integrity.

3.04 Discussion and update on Cochise College Audit

- The AZ Auditor General contacted Mr. Brennan. The auditor is recommending discontinuing the audit as, based on current review, there is little chance of

finding any misappropriations based the audited outcomes to date. The auditor will draft a letter stating this recommendation and conclusion.

3.05 Discussion and update on SCCPCCD Meeting Videotaping

- Dr. Perez mentioned that a few times a couple of community members have requested a videotaping of the SCCPCCD meetings, and several months ago Dr. Perez and Ms. Palazuelos attended an open meeting law training. During that training, it was advised that the law would soon require boards who abide by the open meeting law to start recording their public meetings. Dr. Perez suggested starting videotaping the meetings.
- The board commented that is was no need to have the meetings videotaped if the law does not require it.

4. **NEW BUSINESS**

ACTION

4.01 Discussion and adoption of SCCPCCD Strategic Planning Session

- Dr. Homero Lopez presented a draft of the special session agenda advised that currently there are 7 goals in the SCCPCCD Strategic Plan. Under those goals, there are more specific aspects of the goals. A review will be conducted for each goal and issues that the district has faced under the specific goal.
- Discussion: Dr. Varona requested to include an action item in regards to the recruitment of the SCCPCCD CFO.

Upon motion by Dr. Varona and seconded by Ms. Collier, to accept the SCCPCCD Strategic Planning Session agenda with changes. MOTION CARRIES. 5-0

In favor:

Dr. Varona

Ms. Collier

Dr. Meixell

Mr. Urman

Mr. Fontes

Opposed:

None

5. **FUTURE MEETING DATES AND SITES**

INFORMATION

August 18, 2018 at 9:00 a.m. (Special Meeting)

September 11, 2018 at 5:00 p.m. (Regular Meeting)

6. **FUTURE AGENDA ITEMS**

INFORMATION

None presented

7. **ADJOURNMENT**

Upon motion by Ms. Collier and seconded by Dr. Meixell, the meeting was adjourned.

Adjourned at 6:19 p.m.

Respectfully submitted:



Dr. Stella Perez, CEO/Executive Director



Dr. Angela Meixell, SCCPCCD Vice-Chair