

MINUTES

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

**Thursday, December 14, 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 Vice-Chairperson, Mr. Nils Urman.

Board members present

Dr. Angela Meixell
Mr. Nils Urman
Mr. Victor Fontes

Staff present

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

1.02 Pledge of Allegiance

Led by Mr. Fontes

1.03 Adoption of Agenda

Upon motion by Dr. Meixell and seconded by Mr. Fontes, the agenda for the December 14, 2017 meeting was accepted as presented. MOTION CARRIES

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.

1.04.1

Mr. Dan Wellborn and Ms. Norma Navarro- Castellano from Pima Community College offered introductions. Ms. Norma Navarro – Castellano is the Director for Financial Aid and Scholarships, at PCC, and Mr. Dan Wellborn is an Advanced Fiscal Analyst at PCC. Ms. Navarro shared that her office staff will be visiting the Santa Cruz Center, as part of the weekly (Wednesday) PCC Advising Team, to support and assist students with their Financial Aid and Scholarship processes. Ms. Navarro was notified of the Santa Cruz Center’s Educational Foundation and is looking forward to identifying students with financial aid needs and providing informational packets. Mr. Wellborn oversees PCC Scholarship Programs and the foundation funds generated from internal donors along with Institutional Scholars.

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 24 hours in advance for review. To date, there is \$1,652,614.00 available in the SCCPCCD account.

No unusual expenses were presented this month.

Mr. Brennan stated the SCCPCCD has collected about half of the property tax.

As of last week, the financial statements for the end of FY 2016-2017 had been submitted to the AZ Auditor General’s office. The person who previously processed and submitted the financial statements for SCCPCCD is unable to continue this year. In the interim, Mr. Rich Brennan processed and submitted the statements.

- Foundation Update: The Santa Cruz Center Educational Foundation’s first board meeting was hosted on December 6, 2017. The initial and appointed board members (Nils Urman & Liz Collier) resigned and, a new board was appointed and selected at the meeting. The Foundation received a scholarship of \$9,755.40 from the Nogales Consulado de Mexico. The educational foundation also received a \$1,000.00 scholarship from Higher Education Research Development Education (HERDI). Previously, the foundation’s account had approximately \$1,300.00 from several small donations.

1.05.2 Chairperson of the Governing Board

No reports made (Chairperson of the Governing Board; Ms. Liz Collier was not present at the meeting.)

1.05.3 Members of the Governing Board

Dr. Meixell commented that she attended the CSA & AMC annual meeting in Rocky Point along with Chairperson Collier. She stated it was a very informational conference.

1.05.4 CEO's Update

- Dr. Stella Perez, Mr. Brian Nelson; the Pima Community College (PCC) Director that oversees the (SCCPCCD) site alongside with Mr. Thomas Cluding the PCC Academic Director for (PCC) dual enrollment and high school partnerships presented at the Santa Cruz County Superintendent's Office December 17th meeting. Mr. Cluding shared the benefits and opportunities for dual and concurrent enrollment. Follow the meeting, it was scheduled to meet with individually with Santa Cruz Valley Unified School District #35 (SCVUSD#35), Patagonia Union High School District #20 (PUHS#20), and Nogales Unified High School District #1 (NUSD#1) to discuss in depth the detail and the work that it'll take these sites up to dual enrollment.
- The SCCPCCD board members and staff now have business cards that have been delivered. Name badges are also scheduled to arrive by January 2018
- The Santa Cruz Center has received over 100 guests for the Lens on the Border photography exhibition that was brought to us by the Consulado de Mexico in Nogales. The Art exhibition is now closed down and on its way to the next stop.
- Before the Lens on the Border exhibition left, the Sierra Club photographers hosted a presentation to the Patagonia High School art class students. The presentation was well over 2 hours long. Everyone was pleased with the presentation.
- The Fresh Produce Association has requested the Santa Cruz Center to host their 2nd annual Sustainability Expo. The First event was also hosted at the Santa Cruz Center by Santa Cruz Center's staff. The planning will begin on January 2018.
- The Santa Cruz Center Educational Foundation's 1st board meeting was hosted on December 6th at the Santa Cruz Center. The meeting went smoothly we followed the by-laws as the primary part of the agenda. The new board members/ Officers include Ms. Lourdes Jeong (President), Mr. Bill Stout (Vice-President) Mr. Nilo LaRiva (Treasurer/Secretary). They are working onto setting a formal meeting schedule which will be available in February of 2018. The foundations priority is working in the IME Becas grant.
- Pima Community College's enrollment: as of today we stand at 173 students, duplicated head count.
- Registration for PCC courses will remain open up until January 16th. Classes will begin January 17th.
- Dr. Perez reminded the board that the view of the enrollment is visible online through the Pima Community College website (www.pima.edu) or through the Santa Cruz Center's website (www.santacruzcenter.org).

2. APPROVAL OF MINUTES

2.01 Acceptance of minutes for October 12, 2017 ACTION

Upon motion and after discussion by Mr. Fontes, the motion was seconded by Dr. Meixell, the Minutes of the October 12, 2017 were approved.
MOTION CARRIES.

2.02 Acceptance of minutes for November 9, 2017 ACTION

Upon motion and after discussion by Dr. Meixell, the motion was seconded by Mr. Fontes, the Minutes of the October 12, 2017 were approved.
MOTION CARRIES.

3. INFORMATION ITEMS

INFORMATION

3.01 Discussion and update on Arizona Retirement System (A.R.S) Status

- Mr. Rich Brennan mentioned that the A.R.S application process takes about a year and a half, therefore there is still about 3 months left for the application approval process.
- Mr. Brennan mentioned that the benefits are retroactive and employees will be able buy back their retirement with a matching amount from the SCCPCCD.

3.02 Discussion and update on SCCPCCD_Pima CC IGA – To include SCC facility findings

- The Pima Community IGA with SCCPCCD has been rescheduled to the PCC's January 2018 Board Meeting to have SCCPCCD provide adequate action and response to the 'PCC Facility Findings and Recommendations'.
- Dr. Perez received an update to the 'PCC Facility Findings and Recommendations' from Pima Community College. Pima Community College's Chancellor Lee Lambert noted that as soon as the IGA is approved by the PCC Board, they will also schedule an immediate request for HLC site process approval.
- The Facility Findings are matched to PCC site quality criteria. Mr. Brian Nelson and Dr. Perez will schedule a walk through with PCC and make sure that the recommendations are up to PCC standards. There is not a request to finish all recommendations by January 2018, but they would like to see progress being made to support facility upgrades and development.

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

- Mr. James Candland presented on Prop. 301 monies. The workforce development dollars that have not been given to the Provisional Community Colleges. Mr. David Cook from the State house who represents the east Valley of Maricopa County will act as a sponsor to help provisional colleges seek these dollars. Each of the Community Colleges were supposed to receive this money for workforce development.
- Mr. Candland and Dr. Perez drafted a letter to help seek industry help and will ask people in the community to help us and deliver this to state law makers. This is to emphasis that this is not just coming from the Community College but it is also important to the industry. Mr. Candland will also ask several representatives from other counties to join in and help push this. The educational entities that will benefit from this are K-12 with the exception of private and charter schools, Universities, Community Colleges, Provisional Colleges, JTEDS Programs, and state funded workforce/school development programs.

4. NEW BUSINESS

4.01 Discussion and possible action to approve HR benefits and PTO for SCC Staff ACTION

After Discussion, upon motion by Dr. Meixell and Seconded by Mr. Fontes, the HR benefits and PTO for SCC Staff has been approved. MOTION CARRIES.

4.02 Discussion and possible action to approve updated SCCPCCD Board Strategic Plan Goals 2018 ACTION

After Discussion, upon motion by Dr. Meixell and Seconded by Mr. Fontes the SCCPCCD Board Strategic Plan goals 2018 were approved with 2 modifications presented by:

1. Presented by Dr. Meixell: To remove wording of “*to be considered after the 5-year IGA with PCC.*” Under “Goal 6”.
 2. Presented to Mr. Urman: To add an item that emphasizes safety under “Goal 1”.
- MOTION CARRIES

5. FUTURE MEETING DATES AND SITES

INFORMATION

January 11, 2018 at 5:00 p.m.

6. **FUTURE AGENDA ITEMS**

INFORMATION

None presented

7. **ADJOURNMENT**

Dr. Meixell and seconded by Mr. Fontes, meeting was adjourned.

Adjourned at 6:35 p.m.

Respectfully submitted:

Dr. Stella Perez, CEO/Executive Director

Nils Urman, SCCPCCD Vice-Chair