

MINUTES

SANTA CRUZ COUNTY PROVISIONAL COMMUNITY COLLEGE DISTRICT GOVERNING BOARD REGULAR MEETING

Thursday, February 8, 2018
Santa Cruz Center, Boardroom
5:00 pm

1. GENERAL FUNCTIONS

1.01 Call to order

Meeting called to order at 5:01 pm by Vice-Chair Dr. Angela Meixell.

Board members present:

Ms. Liz Collier
Dr. Angela Meixell, Vice-Chair
Dr. Marcelino Varona

Board members absent:

Mr. Victor Fontes
Mr. Nils Urman, Chair Person

Staff present

Dr. Stella Perez, Executive Director/CEO
Mr. Richard Brennan, CFO
Ms. Christie Monreal, Social Media Coordinator
Ms. Aleisdya Palazuelos, Administrative Assistant

1.02 Pledge of Allegiance

Led by Ms. Collier

1.03 Adoption of Agenda

Upon motion by Ms. Collier and seconded by Dr. Varona, the agenda for the February 8, 2018 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.

1.05 Standing Reports

INFORMATION

1.05.1 Chief Financial Officer (CFO)

- Financial Reports/ Foundation Update 2017-2018

Financial Reports were presented by Mr. Rich Brennan. The Financial report was sent to the SCCPCCD Board 24 hours in advance for review. Mr. Brennan mentioned that Pima Community College had not submitted an invoice to the SCCPCCD. Mr. Brennan received an invoice from Cochise College, but has a few questions to clarify with Cochise College before processing the payment.

- Mr. Brennan has spoken with Mr. Lamont Schiers; Vice President of Administrative Affairs of Cochise College and notified him of the 2017 audit. Auditors will visit Cochise College next Tuesday, February 13, 2018.
- Mr. Brennan presented the Preliminary Expenditure Limitation for 2018-2019 year. Mr. Brennan stated that the limitation is based on the FTSE of previous years. The final Expenditure Limitation will be released in March.
- Mr. Brennan presented the 2018-2019 Truth in Taxation Analysis for informational purposes. Mr. Brennan mentioned that the Proposed Primary Property Tax Rate will be set to 0.4919, and the proposed property tax levy will generate \$1,621,389.00.

1.05.2 Chairperson of the Governing Board

- Update from Chair - No remarks at this time.

1.05.3 Members of the Governing Board

- Board member Collier mentioned that the Intergovernmental Agreement (IGA) between Pima Community College (PCC) and the Santa Cruz County Provisional Community College District (SCCPCCD) passed through the PCC Board with a unanimous vote.

1.05.4 CEO's Update

- Dr. Perez mentioned that the Santa Cruz Center (SCC) was notified on January 18, 2018 that the SCC Educational Foundation received the Empower Hispanic America with Technology Grant founded by the League of United Latin American Citizens (LULAC) and the Televisa Foundation. This grant will fund 10 new computers at the SCC computer lab, a projector, and upgraded software. With assistance from SCCPCCD's IT consultant; Jose Corrales and LULAC IT leadership, the computers have arrived on site. The computers are scheduled to be installed the first week of March 2018. The Santa Cruz Center will host a Gala in celebration of the first LULAC grant funded in Santa Cruz County.
- The Hilltop Gallery was recognized as a 2018 recipient at the Governor's Arts Award. The Santa Cruz Center submitted a letter of recommendation for their nomination. By virtue of this, the Santa Cruz Center has been invited to attend the March 22nd Gala in Phoenix honoring their state recognition.
- On January 18, 2018, Arizona Mining, in collaboration with SCCPCCD Board Member, Dr. Varona hosted a luncheon to honor Chancellor Lee Lambert and PCC Provost Dr. Dolores Duran Cerda. This event was held at Mr. C's and included approximately 30 Santa Cruz County business leaders. It was well attended and a great opportunity for the Chancellor & PCC Administrators to meet and interact with members of the community.
- The Pima Community College IGA has been approved and passed at the PCC Governing Board Meeting on February 7, 2018. The IGA was motioned by Board Member Sylvia Lee, was Seconded by Board Member Meredith Hay, and passed unanimously with applause. Dr. Perez received a congratulatory text from Chancellor Lambert.
- A new marquee has been installed at the street front for the Santa Cruz Center—with corrections made to the first lettering. The plaza at 2021 N. Grand Avenue has been renamed as the "Nogales Educational Center".
- With the full PCC-SCC IGA approval, we will work with the PCC Marketing Team to include PCC logo and signage at the front of the Santa Cruz Center.

- The Santa Cruz Center hosted a *Dual Enrollment* meeting with Mr. Thomas Kluding, Academic Director for Dual Enrollment Director and High School Partnerships, for local high schools (NUSD, SCVUSD, and PUHS). This meeting served as a follow-up to the SCC Superintendent’s Meeting, and to address administrative details and faculty questions to implementation practices.
- The SCCPCCD also participated in the Wade Carpenter Middle School Community College and Career Readiness Fair— supporting college preparation and early outreach.
- Pearson Vue and the Arizona Department of Education has approved the Santa Cruz Center as a G.E.D testing site for Santa Cruz County. Currently the test prep program is being offered through the Santa Cruz County’s WIOA and through Literacy Volunteers. SCC will offer the G.E.D. testing program, and partner with local service providers for the program preparation.

1.05.5 PCC Update

- Pima Community College, at the Santa Cruz Center is three weeks into the Spring 2018 semester. Preparation for the summer and fall course work is being done. Summer courses will begin the day after Memorial Day with 3 options: 5 weeks, 8 weeks and 10 weeks courses available. Due to our HLC limitations, the same courses offered in the Spring 2018, will be available again in the summer, only with fewer sections.

2. APPROVAL OF MINUTES

ACTION

2.01 Acceptance of minutes for October 12, 2017

Upon motion by Ms. Collier and seconded by Dr. Varona, the Minutes of the January 11, 2018 were approved. MOTION CARRIES.

3. INFORMATION ITEMS

INFORMATION

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

- Mr. James Candland mentioned that next week is the last week bills can be heard. A lot of striker bills have been popping out which need to be carefully monitored.
- Mr. Candland included a list of several bills that might interest the board in the Board Packets. A bill that Mr. Candland did bring to the attention of the board is HB 2110. Though it is very likely it will not expand.
- Representative Cook is the primary sponsor of the budget ask in Prop. 301. He is continuing to push forward and believes that all university and community colleges need to be treated the same. The representatives for the Santa Cruz County area are also involved. Mr. Candland stated it might be a good idea for Pima Community College to also be involved and ask them to support Proposition 301.
- Mr. James Lunsford and Mr. Candland are communicating. Dr. Perez will meet with both lobbyists tomorrow on the Proposition 301 matter. Mr. Lunsford attended the meeting via teleconferencing and, did comment that in the AZ4 meetings there was an intended conversation about these monies and what roll AZ4 will play. The way prop. 301 monies are allocated is that a portion of it is for K-12 schools. The next 12 percent goes to universities, off of that 12 percent base, 3 percent goes to community colleges which is then distributed by formula. There was conversation among AZ4 whether they want to see more than just 3 percent. Later it was decided that they did not want to offend the K12 system but instead they want to fight for that 3 percent to come through. Mr. Lunsford did mention that the AZ4 meetings are no longer open to the public

3.02 Discussion and update on Marketing and Social Media Developments
Ms. Christie Monreal, Social Media Coordinator

- Ms. Christie Monreal presented a PowerPoint on different ideas for marketing that are available in Santa Cruz County
- The first source would be the Nogales international. Ms. Monreal presented different promotional packages that the Nogales International Newspaper is offering. Ms. Monreal did give a recommendation in using the competitive packet. This packet includes an online ad. that according to the Nogales international about 22,000 people view per month. Our Social Media will also be on display with rotating ads.
- Another marketing idea would be a billboard. The billboard will be on a monthly basis. The billboard company is responsible for creating the billboard along with the maintenance.
- Another very popular way of advertising is through the Oasis Cinema theater which is also a monthly advertisement. The advertisement will be viewed in every movie session during the previews.
- Ms. Monreal mentioned that she just created a LinkedIn and use it as an advertising page.
- Christie met with Paula Schaper to discuss the Santa Cruz Center Educational Foundation to have their website created. She did discuss

that she will look into other college websites and educational foundation websites to see if they can be linked together to also promote the educational foundation in the SCCPCCD's website.

4. **NEW BUSINESS** ACTION

4.01 Discussion and possible action to approve SCCPCCD_Pima CC IGA

Upon motion by Dr. Varona with recommendation by Dr. Perez, and Seconded by Ms. Collier, the SCCPCCD_Pima CC IGA has been approved.
MOTION CARRIES.

4.02 Discussion and possible action to approve reduction of 2016-17 SCCPCCD Budgeted Expenditure for the budget line item One-Time Facility Expenditures to Actual Expenditures for that line item.

Upon motion by Dr. Varona with recommendation from Mr. Brennan and Seconded by Ms. Collier, the reduction of the 2016-2017 SCCPCCD Budgeted Expenditure of (\$125,000.00) to Actual Expenditure (\$4,981.43) for the line item one-time Facility Expenditures has been approved. MOTION CARRIES

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

March 8, 2018 at 5:00 p.m.

6. **FUTURE AGENDA ITEMS** INFORMATION

6.01 Update on parking lot paving and wall sound proofing

7. **ADJOURNMENT**

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

Adjourned at 6:15 p.m.

Respectfully submitted:



Dr. Stella Perez, CEO/Executive Director



Dr. Angela Meixell, SCCPCCD Vice-Chair