

# MINUTES

(Subject to approval at next Regular Governing Board meeting)

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

**Tuesday March 19, 2019**  
**Santa Cruz Center Boardroom**  
**5:00 p.m.**

### 1. GENERAL FUNCTIONS

- 1.0 Call to order  
Meeting called to order at 5:08 p.m. by Vice Chairperson, Ms. Angela Meixell

**Board members present:**

Dr. Angela Meixell, Vice Chair  
Ms. Liz Collier  
Mr. Victor Fontes  
Dr. Marcelino Varona

**Board members absent:**

Mr. Nils Urman, Chairman

**Staff present:**

Dr. Stella Perez - Executive Director/CEO  
Ms. Georgina Tavera –SCCPCCD Finance Manager  
Mr. Richard Brennan-CFO  
Mr. Brian Nelson - Program Director for PCC  
Dr. Homero Lopez - SCCPCCD Consultant  
Mr. Jack Lunsford President - The Lunsford Group LLC - via teleconference

- 1.02 **Pledge of the Allegiance**  
Led by Mr. Victor Fontes

**1.03 Adoption of Agenda**

Upon motion by Ms. Liz Collier and seconded by Mr. Victor Fontes, the agenda for the March 19, 2019 SCCPCCD Governing Board Meeting was accepted as presented.

MOTION CARRIES.

4-0

Approve:

Dr. Angela Meixell-Vice Chair

Ms. Liz Collier

Mr. Victor Fontes

Dr. Marcelino Varona

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.

No Public Comments

**1.05 STANDING REPORTS**

**INFORMATION**

1.05.1 Chief Financial Officer (CFO) Mr. Richard Brennen

Financial reports were presented by Ms. Georgina Tavera, SCCPCCD Finance Manager As of March 19, 2019 SCCPCCD account has \$2,241,205.00

- Ms. Tavera commented that there was nothing unexpected on the SCCPCCD monthly reports.
- Dr. Varona questioned the two identical checks dated February 26<sup>th</sup>, made out to Canva. Ms. Tavera explained that they were two orders for SCCPCCD letterhead stationery.

- Dr. Varona asked about the SCCPCCD property tax payments. Ms. Tavera confirmed that the accounting office received one in March and that it was deposited on March 18, 2019. Mr. Brennen also commented that property taxes are received throughout the year and the larger payments are usually received in November and May. Ms. Tavera commented that the deposit that is not shown on the printout, was for approximately \$56,000.00.

1.05.2 Chairperson of the Governing Board  
Updates from Mr. Nils Urman

- No updates were presented, as Mr. Urman was absent.

1.05.3 Members of the Governing Board

- Dr. Varona had no updates to share related to the SCCPCCD.
- Ms. Collier spoke about the request that was submitted by Patagonia High School for the dual credit classes. They are requesting 4 courses in Fall 2019, and would like to ask for 5 courses in Spring 2020.
- Mr. Fontes commented on lobbying individuals to join the SCC Ed Foundation. He then noted he had to leave the meeting to take his mother to a local showing of Operetta.
- Dr. Meixell commented on the excellent presentation by Dr. Perez on channel 6, AZ 360, and what a wonderful description, of the roll of the SCCPCCD in the community, as well as the potential for PCC Programs in the future.

1.05.4 CEO Update Chief Executive Officer Dr. Stella Perez

A. Summary of weekly updates: Dr. Perez welcomed everyone and reminded Board Members that she will be sharing the SCC Strategic Plan for her CEO Reports.

**Goal 1-Facilities**

- Dr. Perez noted that SCC is undergoing a “Spring Cleaning” internally and externally—from tile to carpet cleaning to patio washing—and Dr. Perez thanked Mr. Alex Alvarez, facilities manager, and Ms. Maria Barrancha, to ensure that the Santa Cruz Center is prepared for the many events and summer programs for 2019. Dr. Perez stipulated the SCC has a full calendar

that ranges from events such as the Mayors Forum on March 22, 2019, as well as hosting the University of Arizona President Robbins first official visit to Nogales on March 27, 2019, and hosting the Nogales Greater Port Authority Meetings, to preparing for the SCC School Superintendent Summer Programs.

### **Goal 2-Budget**

- Ms. Tavera shared the CFO Report, Monthly Financials, and SCC ED Foundation Financial Report. The outline for the 2019-2020 Budget will be ready for the April 2019 SCCPCCD Board Meeting.

### **Goal 3-Programs**

- Mr. Brian Nelson presented on the Pima Community College Courses, enrollment, and summer school programs.
- As noted, the SCCPCCD maintains the mission for Adult Basic Education, Continuing Education, and Workforce Development at the SCCPCCD. The Santa Cruz Center is currently serving 28 ESL Students in 2 sections, and SCC has administered 42 GED's in February, 37 GEDs in January 2019 and 284 GEDs in 10 months in 2018. Pima will be leading the ESL Courses in the Fall 2019, as part of the Fall 2019 course schedule and include financial aid for the SCCPCCD Students, in which we have a high demand.

Dr. Perez commented on how the information is shared on the administration of GED's in Spanish and we have a lot of exchange with the binational partners in Nogales, Sonora and have a great relationship with the Arizona at Work group and their training process.

SCC is also discussing partnering with Gateway Community College to initiate the Water Resource Technology Program. SCC has had the request from the City of Nogales and also for their Arizona Department of Environmental Quality Program. SCC initially reached out to Pima Community College, but they don't offer the Water Technology Program, as they once did. This gives SCC an opportunity to offer this program throughout the entire Southern Arizona Region and Gateway is very excited about offering the format in a hybrid format or other options for Fall 2019.

#### **Goal 4-Personnel**

- Ms. Tavera has updated the SCC payroll process, and shared in her report that she is researching dependent care options for SCCPCCD employees.

#### **Goal 5-External Funding & Grants**

- Dr. Perez noted the GEAR-UP Grant renovations and IGA are in-progress, even though some changes, and construction timelines continue to be developed. SCCPCCD continues to work closely with Ms. Maya Donnelly and Ms. Sandra Davila from the SCC School Superintendent's Office, along with Mr. Manuel Flores, towards project implementation of the new college center.

#### **Goal 6-Marketing**

- Dr. Perez commented that the SCC will be hosting the 1<sup>st</sup> Annual Borderlands Mayors' Forum on March 22, 2019, with Mayors Rothschild, from Tucson, Arizona, Mayor Garino and Mayor Pujol from Nogales, Sonora leading the panel. This event will be hosted in conjunction with Los Brazos de Armistad, Mayors from many states of Mexico and State Dignitaries will be in attendance with support from the Consulado de Nogales. The Mayors' Forum has become a much larger event than anticipated with over 150 participants.
- Dr. Perez noted that President Robbins from the University of Arizona, will be making his first official visit to Nogales, Arizona on March 27<sup>th</sup>. President Robbins has a full itinerary in which he will be visiting local industry areas, then throughout the Santa Cruz Center, the UofA Santa Cruz and SCC will be hosting a lunch for him at the center. Mr. Justin Dutrum, along with Dr. Perez are working out details on his visit.
- Ms. Collier asked if Board members need to RSVP-5 spaces are being reserved for Board members. Dr. Perez will be sending out the official itinerary for the SCCPCCD Board attendance.
- The Port Authority, has rescheduled their meeting at SCC and will be hosting the TuSimple Technology presentation as an industry guest on March 28, 2019 at the Santa Cruz Center. Included as invited guests are outstanding Metromatematicas Students from NHS, our neighbors and colleagues from Ed Options, and Nogales International.

### **Goal 7-Government Relations**

- Mr. Jack Lunsford attended the Board Meeting via teleconference, and shared that the SCCPCCD Lobbyists have been very active and busy with our legislators in relation to Proposition 301, as the language and proposal moves forward to include provisional community colleges as a formal part of the AZ budget.
- Dr. Perez noted that she had attended the Arizona/Mexico Governors Luncheon, hosted by Governor Ducey, the day of the SCCPCCD Board meeting. Mr. Lunsford was part of the event as a guest of the Port Authority and also attending was the Ambassador from Mexico, Ms. Martha Barcena, Mr. Greg Lucero, Supervisor Manuel Ruiz, along with 5 students from the Santa Cruz Center.

### **Goal 8-Future Accreditation & Provisional Status**

- Dr. Perez and Mr. Homero Lopez attended the SCC-PCC Leadership Meeting on Friday, March 15, 2019 which was a focused discussion on Clery Reporting, (reports based on crime reporting and statistics) and how it relates to the SCC-PCC IGA as a site and a campus. SCC is a unique model, as an independent community college district, contracting accreditation services. Dr. Lopez shared some unique insights and models on SCC relationship with the UofA Santa Cruz as a potential model for reporting purposes.

#### **1.05.5 PCC Update Mr. Brian Nelson Program Assistant**

- Mr. Nelson welcomed Board members and commented that he wanted to share the updates on the Fall 2018 and Spring 2019 degrees and certificates.  
Mr. Nelson delivered a hand out of the Certificate and Degree Requests for Fall 2019. Both academic and occupational areas were covered in the handout. A survey conducted recently at SCC on what degrees and areas interested the students attending, had a 45% return. Mr. Nelson stated that most of the certificates and degrees being offered didn't change much from last year, Liberal Arts being the most popular with Business and Administration of Justice coming in 2<sup>nd</sup> and 3<sup>rd</sup>. EMT, Education and Logistics were also popular. Mr. Nelson stated that notably missing were Psychology degrees, which seem to have been replaced by the EMT Degree. On the occupational side, Health was the

most requested, with Office Assistant, Truck Driving and Welding, also being requested.

- Future possibilities mentioned were Early Childhood Education, Welding and Fabrication, Truck Driver, EMT and Paramedic, along with other medical and health certificates.

## **2. APPROVAL OF MINUTES**

## **ACTION**

2.01 Acceptance of Minutes for February 19, 2019 Regular Meeting  
Upon motion by Ms. Liz Collier, and seconded by Dr. Marcelino Varona, the SCCPCCD Board Minutes of February 19, 2019 were approved. MOTION CARRIES 4-0

All in favor:

Dr. Marcelino Varona

Dr. Angela Meixell - Vice-Chair

Ms. Liz Collier

Opposed:

None

## **3. INFORMATION ITEMS**

## **INFORMATION**

3.01 Discussion and AZ State Legislative Updates by Clarus Companies LLC

- Mr. James Candland was not available to join meeting, as he was in a meeting with a Senator.

3.02 Discussion and Arizona Community College Legislative Updates by the Lunsford Group LLC. Mr. Jack Lunsford President

- Mr. Lunsford updated on a variety of items.
- Legislature has begun preliminary hearings on bills to get passed and budget meetings to finalize the budget and will continue for the next 2 or 3 weeks.
- The Santa Cruz Appropriation Bill is still in process.
- Proposition 301 Bill process and there have been four different versions of Prop. 301. There are 3 in Senate and 1 in House agreed on a basic language in the bill to move forward. One of the conditions is for Santa Cruz County to get

\$100,000.00 in the base for Prop. 301 dollars and then additional funding as percentage in the FUTSI, as per law.

- Another Bill that has come forward by Senator Farnsworth, is actually hurting Santa Cruz County as it increased the base funding for K-12 and would impact SCC.
- Politically we are at K-12 proposed in Prop. 301 \$400,000,000.00 and Universities getting 12% with community colleges getting \$50,000,000.00.
- More than likely Prop. 301 is not going to move forward.
- SCC is at a disadvantage, as we are not included in the base.
- Meetings taking place over the summer will include talks on K-12 and Universities and including Community College funding of over a billion and a half. An initiative to move something forward, like Invest in Ed initiative.
- Lastly, as enrollment continues to grow, Mr. Lunsford spoke to Senator Gabaldon and they will take the student headcount into consideration for future funding. Senator Gabaldon asked for Dr. Perez to send her all the information on the student count to help SCC cause.
- Dr. Varona commented that until we have Republican representation, we will not have any traction with Prop. 301. Dr. Varona stated that the same discussion when the SCC had over 500 FTSE. It seems that we hear these excuses all the time.
- Dr. Meixell and Ms. Collier believe that many times, many of these propositions can be multi-year phases. They are hopeful that we will come closer to a resolution soon.

### 3.03 Discussion and review of 2019/2020 FY SCCPCCD Budget Ms. Tavera SCCPCCD Finance Manager

- Ms. Tavera explained the budget handout that she delivered to the members.
- Ms. Tavera commented that the cash amount that we will be starting the FY will be \$2,100,000.00
- Mr. Brennen commented that we will be carrying into the new fiscal year an amount of \$1,400.00. Also stated that SCC expenditure limit went down by \$374,000.00.
- Expenses will have a 15% increase.
- Actuals are at 3%.
- Ms. Tavera explained on the handout how PCC pays for the insurance coverage for their employees. PCC has four different options and employee gets to choose which plan they prefer.
- Dr. Varona suggested that SCCPCCD pay for the employee only.
- Property tax collected is at 90%.



- Mr. Tavera also added a detailed schedule where it indicated that SCC is paying \$100,000.00 more for our lease.
- Dr. Varona suggested that Dr. Perez go speak to Mr. Panousopoulos and explain that our enrollment has not increased and maybe negotiate the lease.
- Dr. Varona asked about Reimbursement Agreements 1 and 2 on lease and when do they get liquidated.  
Mr. Brennen explained that this fiscal year there is one payment of \$25,000.00 coming up and there will be a balance of \$40,000.00 for next year to pay Agreement 1 and 2 in full.
- Security will be updated, as some of the cameras are obsolete.
- Dr. Varona asked about replacement of Computer Labs and it was explained that 10 computers were replaced with the LULAC Grant. Other computers were updated with new systems. Dr. Varona requested IT report of computer lab. Dr. Varona suggested that if new computers need to be bought, to do so, that SCC should have top quality computers for the students.

**4. ACTION ITEMS**

**ACTION**

4.01

**5. FUTURE MEETING DATES AND SITES**

**INFORMATION**

Tuesday April 16, 2019 at 5:00 p.m.  
Tuesday May 14, 2019 at 5:00 p.m. Mr. Nils Urman birthday

**6. FUTURE AGENDA ITEMS**

**ACTION**

- 6.01
- a) There will be an IT Report for the SCC Computer Labs
  - b) Lobbyist Proposal Advocate
  - c) Cochise College Audit to be placed on agenda.

**7. ADJOURNMENT**

Motion by Ms. Collier and seconded by Dr. Varona, meeting was adjourned @ 6:43 p.m.

Respectfully submitted:

A handwritten signature in blue ink that reads "Stella Perez". The signature is written in a cursive style with a large, looping initial 'S'.

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Dr. Stella Perez, CEO/Executive Director

A handwritten signature in blue ink that reads "Angela Meixell". The signature is written in a cursive style with a large, looping initial 'A'.

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Dr. Angela Meixell, SCCPCD Vice-Chair