

MINUTES

SANTA CRUZ COUNTY PROVISIONAL COMMUNITY COLLEGE DISTRICT GOVERNING BOARD REGULAR MEETING

Thursday, March 8, 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 Vice-Chair Dr. Angela Meixell.

Board members present:

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

Board members absent:

Dr. Marcelino Varona

Staff present

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

1.02 Pledge of Allegiance

Led by Mr. Fontes

1.03 Adoption of Agenda

Upon motion by Ms. Collier and seconded by Mr. Fontes, the agenda for the March 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 were presented by Mr. Rich Brennan. Financial report was sent a day in advance for review. As of January 31st \$1,745,474.00 is available in the SCCPCCD account.
- Mr. Brennan mentioned that he received and paid the Fall 2017 semester invoice from Pima Community College (PCC) for \$55,000.00. The invoice is not reflected on the financial report that was presented during this meeting.
- ASRS Update: Mr. Brennan requested to have an update from Arizona State Retirement System, Mr. Brennan has not received a response.
- The 2016-2017 SCCPCCD's audit was concluded on March 8th. During the audit, the SCCPCCD received one finding in regards to the implementation of SCCPCCD financial policies.
- The Cochise College Audit is now in progress. It was stated by Mr. LaMont Schiers; VP for Administrative Affairs at Cochise College, the audit will continue through April 2018.
- Mr. Brennan also mentioned that he was able to clarify his questions with Cochise College in regards to the invoice that was received last month, and the invoice was paid.

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 Patagonia Union High School (PUHS) received professional development from Mr. Thomas Kluding, PCC Director for Dual Enrollment and High School Partnerships. Mr. Kluding presented possible dual enrollment courses, potential timelines, and instructor requirements. PUHS's goal is to begin in a couple of years with specific classes as dual enrollment. PUHS is also interested in having PCC dual-enrollment courses offered after school.

1.05.4 CEO's Update

- Dr. Perez shared with the SCCPCCD Governing Board several updates from the Santa Cruz Center Education Foundation (SCCEF). The 10 new computers as part of the Empower Hispanic America with Technology Grant (EHAT) funded by the League of United Latin American Citizens (LULAC), and the Televisa Foundation were installed in the Santa Cruz Center, in Computer Lab 2 by Mr. Jose Corrales, IT Consultant for SCCPCCD, and Mr. Jorge Trasmonte, Director of IT @ LULAC. The installation was completed on March 2, 2018. The Santa Cruz Center is waiting on the final details from LULAC and the Televisa Foundation to support the grand opening with the Santa Cruz County School Superintendent's Office.
- On February 27, 2017, Dr. Perez was contacted by Dr. Gary Nabhan, Research Scientist, at the University of Arizona. He is working with Mariposa Community Health Center and Zira Food Safety to create a career development certificate to be replicated at other border and bi-national ports of entry. The focus is food waste reduction and bilingual educational materials. This grant will support the native workforce, and better food handling safety, ultimately reducing food waste. Dr. Nabhan has asked the Santa Cruz Center to write a letter of support for the grant. If the grant is funded, it will provide the SCCPCCD \$3,000.00 annually for facilities use.
- The 2018 IME-Becas was submitted in conjunction with the Santa Cruz County School Superintendent's Office for \$20,000.00. This is a matching grant therefore; the grant is for a total of \$40,000.00. The 2018 IME-Becas grant will focus on the MetroMatematicas program. If the grant is funded the MetroMatematicas program will be brought to the Santa Cruz Center, along with a maker's room. This grant will support 30 students in the CREO program and provide concurrent enrollment for scholarships and career readiness activities in the Santa Cruz Center. The MetroMatematicas program will also provide an additional \$3,000.00 dollars to the SCCPCCD annually.
- A highlight of the February PCC Governing Board Meeting: The signing of the SCCPCCD_PCC 5 year IGA was finalized. The Higher Learning Commission (HLC) letter and application was also completed and submitted by PCC leadership on March 1, 2018. PCC has already contacted their HLC liaison to initiate all processed supporting the application. There are a series of review stages prior to the approval outlined by HLC guidelines.

- Dr. Perez made a recommendation to host an SCCPCCD Study Session with Dr. Homero Lopez, and invite PCC Asst. Vice Chancellor for Accreditation, Bruce Moses, and PCC Financial Aid Director, Norma Navarro-Castellanos, with PCC Santa Cruz Center Director, Brian Nelson. During this Study Session, information and questions regarding the HLC process and timeline can be presented and exchanged clarifying the process.
- Outreach: After a year of absence, the Santa Cruz Center is now, once again, the only GED Testing Center in Santa Cruz County. All approvals were complete on March 6, 2018 and today the Santa Cruz Center hosted its first GED Test. The Santa Cruz Center has received calls and interest from a number of local community groups. The SCC Staff has currently scheduled 2 GED presentations in the next two weeks. A marketing campaign is also scheduled with the Nogales International and social media promotions have followed.
- A Santa Cruz Center student will be graduating May 2018 from Pima Community College. He is the first student that will be graduating from PCC at the Santa Cruz Center. Dr. Perez recommended hosting a 'Recognition Ceremony' as part of the commencement tradition. Dr. Perez mentioned that a recognition ceremony is a tradition that should continue with the PCC partnership.

1.05.5 PCC Update

- Mr. Brian Nelson presented the 2018 PCC Summer Course Schedule. PCC will begin registering students on March 12, 2018. The schedule includes all possible courses due to the constraints of the HLC, and financial aid limitations of the Department of Education (DOE). The schedule is set to host courses on Tuesdays, Wednesdays, and Thursdays. This will allow students and instructor to have 4 days off. This might attract more students and instructors, and provide more flexible scheduling.
- Mr. Brian Nelson did comment that he perceives that the HLC approval will not be a long process. Currently, PCC @ Santa Cruz Center is able to offer financial aid to students due to the ratio of courses being offered relative to the course program.

2. APPROVAL OF MINUTES

ACTION

2.01 Acceptance of minutes for February 8, 2018

Upon motion by Dr. Meixell and seconded by Ms. Collier, the Minutes of the February 8, 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 a couple of bills that can impact Proposition 301, these are SB1390 and SB2158. These are a mirror bills, meaning they have the same language. Both bills provide a 0.6% tax transaction privilege for the purpose of securing dollars to expenditure limitations for community colleges. Currently, both of these bills are stalled.
- Transfer week also took place. At that moment, bills in both chambers are moving between chambers. If the bill does not get a hearing by February 23, 2018, the bill is dead.
- Proposition 301 has been in discussion in small meetings. Mr. Chandland is hopeful to keep Proposition 301 in the conversations. It has been mentioned that this will be an ongoing budget discussion to secure more funding for AZ Community Colleges and school districts.

3.02 Discussion and update on SCC Lease Agreement

- Mr. Urman met with Mr. Dino Panousopoulos; the Santa Cruz Center building landlord, to see if he was open to changing the lease terms and possibly considering lowering the lease rate for a couple of years while the full PCC transition is made. The originally lease is 3 five-year options (the five-year limitation was set by AZ Statue). Starting with a low rent, with an increased rate each year. The goal was to get up to market rate by year 10, and having the next 5 years be at market with a Consumer Price Index (CPI). Dr. Perez had reached out to Mr. Panousopoulos asking him agree to keep the same rate in year 5 and 6. Mr. Panousopoulos is willing to keep the lease rate current at year 5 and year 6.
- After speaking to the SCCPCCD Attorney, it was stated year 5 or less lease term limitation is no longer required by statue therefore, the SCCPCCD can enter into longer year term leases. The Santa Cruz Center currently has 10 years (2 five-year terms) left on the lease.
- Mr. Urman put together a proposal, only for discussion purposes, whereby the SCCPCCD enters into a 10 year lease to finish up the 2 five-year lease, with an additional five-year option. There is also a proposal for lowering the lease rate starting year 6 (first year of second term) then moving up to market rate slower than before. Mr. Panousopoulos will evaluate the proposal.
- Mr. Fontes has expressed interest and concern on the structure and the aging of the building. At the request of Mr. Fontes, Mr. Urman has

agreed to perform a 'Life Cycle Analysis' on the infrastructure of the SCC facility to evaluate the conditions.

3.03 Discussion and update on the SCC Safety Development and Protocol

- Dr. Perez and Mr. Brian Nelson will be working together and sharing ideas to fully develop safety protocol plans for the Santa Cruz Center. Dr. Perez is also working with the Santa Cruz County Schools Superintendent's Office to implement their Readiness Emergence Management System program (REMS). REMS is a virtual system that connects with local emergency responders.
- Mr. Alex Alvarez will be attending an active shooter training and bring feed back to the SCC staff. The SCC will begin to implement monthly fire drills in conjunction with neighbor, EdOptions High School. Pima Community College (PCC) has recommended to have security member contracted in front of facility. Dr. Perez will continue with the research and share continuous updates.

4. **FUTURE MEETING DATES AND SITES**

INFORMATION

April 12, 2018 at 5:00 p.m.

5. **FUTURE AGENDA ITEMS**

INFORMATION

5.01 Change SCCPCCD Board Meeting Dates/Day (Thursday) to other days of week.

5.02 Draft of the 2018-19 SCCPCCD Budget for review

6. **ADJOURNMENT**

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

Adjourned at 6:27 p.m.

Respectfully submitted:

Aleisdya Palazuelos, SCCPCCD Governing Board & CEO Administrative Assistant

Angela Meixell
Dr. Angela Meixell, SCCPCCD Vice-Chair