

MINUTES

SANTA CRUZ COUNTY PROVISIONAL COMMUNITY COLLEGE DISTRICT GOVERNING BOARD REGULAR MEETING

Thursday, September 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 Chairperson, Ms. Liz Collier.

Board members present

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

Staff present

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

1.02 Pledge of Allegiance

Led by Dr. Varona

1.03 Adoption of Agenda

Upon motion by Dr. Varona and seconded by Dr. Meixell, the agenda for the September 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.

1.05 Standing Reports

INFORMATION

1.05.1 Chief Financial Officer (CFO)

Financial Reports were presented as of September 14, 2017, with expenses and a transaction list attached to the report. To date, \$1,047,000.00 is available in the SCCPCCD account. Mr. Brennan advised that the report is now done differently due to the increase of SCCPCCD vendors.

The Santa Cruz Center Educational Foundation has been approved by the IRS and the state revenue statutes, and ready to receive donations. Also, the invitation for the future Santa Cruz Center Educational Foundation Board Members are ordered and a timeline has been set for distribution.

The AZ State Retirement System is still “in process” for the Santa Cruz County Provisional Community College District employees, the application was submitted around 6 months ago.

1.05.2 Chairperson of the Governing Board

- Ms. Collier advised that enrollment in the Santa Cruz Center has increased since financial aid and enrollment banners were placed on the building.
- Ms. Collier would like to commend all the staff in the Santa Cruz Center for a great job in enrollment.
- Chancellor Lee Lambert is very positive about the enrollment. A meeting will take place on September 18, 2017 to discuss the future of Pima Community College at the Santa Cruz Center.

1.05.3 Members of the Governing Board

Dr. Varona mentioned that he attended to the annual Arizona School Board Association Law Conference. He stated that it is important for the SCCPCCD to attend this conference.

Mr. Fontes expressed his concerns about having students travel to Pima Community College campuses for their courses, and looks forward to more course offerings at the Santa Cruz Center.

1.05.4 CEO's Update

- Ms. Aleisdy Palazuelos read a letter of appreciation to the board for the health benefits.
- Dr. Perez read a letter of appreciation from Mr. Lance Jungmeyer for hosting the Sustainability summit.
- Weekly updates- secured a collaborative partnership and support for the 2017 IME-Becas grant with the Fresh Produce Association of the Americas and the Nogales/ Santa Cruz Chamber of Commerce.
- Through the Santa Cruz County School's Superintendents Office, we will be hosting a Humanities Professional Development course offered through the U of A.
- Hilltop Gallery members will have an extended gallery at the Santa Cruz Center. We will be advertising this extended gallery through Facebook, twitter and the Santa Cruz Center website.
- The Pima Community College's student enrollment at the Santa Cruz Center is 336, with an unduplicated head count of 145. The 14 weeks' session began September 6th and 7th
- The SCCPCCD is hosting ESL courses as Professional Development and we have a total of 18 students as of today. Ms. Judith Speckles is teaching the course.
- A meeting is scheduled for September 18th with Chancellor Lee Lambert, Provost Dolores Duran Cerda and Ted Roush Campus Vice President, Brian Nelson Dean of student services at the Desert Vista Campus. This discussion will focus on strategic planning.
- In addition, Dr. Perez mentioned that the Santa Cruz Center Educational foundation has already collected funds. This funds are set aside for student scholarships.

2. APPROVAL OF MINUTES

ACTION

2.01 Acceptance of minutes for August 3, 2017

ACTION

Upon motion by Dr. Varona and seconded by Mr. Urman, the Minutes of the August 3, 2017 meeting were approved. MOTION CARRIES.

3. INFORMATION ITEMS

INFORMATION

3.01 Logo/Brand Update – Dr. Stella Perez

The parking lot banners will be in place in the parking lot by the end of the month. We have had a cooperative relationship with the Pima Community College Marketing department, and it is possible for us to intermingle our logo with theirs. The colors of the logo signify sunrise coming forward for new beginnings.

The sign that belongs on top of the building will contain back light on it. Mr. Panousopoulos has created sample pictures of the sign. Also, he is willing to pay for the updated Santa Cruz Center logo marquee on Grand Avenue.

3.02 Discussion of fall schedule and course offerings

Dr. Perez shared updates to the fall schedule. She commended the Desert Vista team, including Mr. Brian Nelson. Thirteen courses are open, and six new sections have been open due to overloads. The Fall 2017 PCC/SCCPCCD Partnership has been a great experience. Research is currently being conducted on future courses for Spring 2018, and the courses that SCC (Santa Cruz Center) students will need for future development.

3.03 Official Posting for Saturday’s Board Retreat and Special Session has been posted.

Dr. Lopez mentioned he would like a more relaxed environment therefore he would like to move the meeting to a classroom. A tentative agenda has been provided to the board members. Dr. Lopez has asked the board to review the agenda. Clarus Companies, LLC, SCCPCCD Lobbyist, will attend the meeting.

4. NEW BUSINESS

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

ACTION

After Discussion, upon motion by the Board, it has been decided to table this item for further discussion and clarification of information. MOTION CARRIES.

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

October 12, 2017 at 5:00 p.m.

6. **FUTURE AGENDA ITEMS** INFORMATION

6.01 Presentation on expenditure Limitation

- Ms. Deb Thompson

6.02 HR benefits and PTO for SCC Staff

- Dr. Stella Perez & Mr. Rich Brennan

7. **ADJOURNMENT**

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

Adjourned at 6:22 p.m.

Respectfully submitted:



Dr. Stella Perez, CEO/Executive Director



Nils Urman, SCCPCCD Vice-Chair