



# SANTA CRUZ COUNTY PROVISIONAL COMMUNITY COLLEGE DISTRICT GOVERNING BOARD

## SPECIAL Board Meeting Minutes

**SATURDAY, MARCH 12, 2022**

Santa Cruz Center Board Room  
2021 North Grand Avenue  
Nogales, AZ 85621

**1. OPENING ITEMS**

***A. Call to Order:***

Dr. Marcelino Varona, Jr., Chairperson, called a Regular Public Board Meeting of the Santa Cruz County Provisional Community College District Governing Board to order on Saturday, March 12, 2022, at 9:00 a.m.

***Pledge of Allegiance:***

Mr. Roush led the Pledge of Allegiance.

Chairperson Varona asked for a moment of silence to remember all the people in Ukraine and to keep them in our thoughts and prayers, adding that our first commitment is to education and democracy.

***Roll Call / In Attendance:***

Present at the meeting were – Dr. Marcelino Varona, Jr.-Chairperson, Mr. John Fanning- Vice Board Member, Dr. Angela Meixell- Board Member, Ms. Liz Collier- Board Member, Mr. Greg Lucero- Board Member, Mrs. Georgina Tavera- Finance Manager, Mr. Ted Roush, and Mr. Brian Nelson.

***B. Adoption of the Agenda:***

Chairperson Varona entertained a motion to accept the agenda of Saturday, March 12, 2022, SCCPCCD SPECIAL Governing Board Meeting Agenda as presented. Dr. Meixell motioned to accept the agenda as presented, seconded by Ms. Collier. Motion carried unanimously, 5-0.

NAME	AYE	NAY	ABSTAIN
Dr. Marcelino Varona, Jr.	X		
Mr. John Fanning	X		
Dr. Angela Meixell	X		
Ms. Liz Collier	X		
Mr. Greg Lucero	X		

***C. Public Comment – Call to Audience***

*a.* There was no call to the public.

**2. STANDING REPORTS AND ACTION ITEMS**

*(Mr. Roush informed the Board that the Tucson Team would join at approximately 9:30 am and proceeded to provide brief information about Student Life)*

- Mr. Roush, PCC Supervising Administrator, said it was a good idea to understand what student life was about and what they were trying to accomplish; the big change was to move towards a much stronger integration of student life into the whole accreditation process called co-curricular activities, adding they were evaluated on it.

The study areas and student life discussions are more important now than it was five years ago. Ms. Collier asked for an example of the meaning of co-curricular activities. Note: At this time, the Tucson team joined the meeting virtually

**A. Topics and Issues for PCC – FY22-23 Annual Budget**

- Mr. Roush shared the PCC proposed budget with everyone before cuts were made; he said the Executive Administrator taking over was Dr. Morgan Phillips;
- Dr. Meixell asked when will they receive the expenditure limit (3-4 weeks); Ms. Collier said it was a starting point and was optimal;
- Chairperson Varona addressed his concerns about the Executive Administrator taking over and requested to have input and say on the selection; this will ensure everyone was comfortable with it; he asked to have some type of relationship with this individual and perhaps participate in special Study Sessions, etc.
- Mr. Roush said he had already established a supervisory relationship with Brian Nelson and had been here many times; he will start joining virtually in April and added he was highly recommended by the Chancellor; Dr. Meixell said he had previously met with her, Mrs. Tavera, and Mr. Nelson;
- Mr. Lucero requested to see budgets from previous years to compare progression, etc. and see actual expenditures budget from previous years;
- The salaries were openly discussed;
- Chairperson Varona mentioned that the big question on the proposal was the rent of the facility; he added to put money aside for student life/engagement;

**Note: 9:25 a.m. At this time, the meeting continued with Item B**

- Mr. Roush talked about the salaries on the additional faculty in the budget; open discussion took place; Mr. Nelson explained the positions in detail; Mr. Roush stated that if a faculty member is employed, it will be through Santa Cruz' funds;
- Mr. Roush mentioned that they held their board meeting at PCC and received double thumbs up with the Santa Cruz relationship; the Chancellor and Board were delighted; he will forward the slides presented;
- Mr. Nelson said if the Cyber Security program takes off, that will actually be his first hire;
- Chairperson Varona asked Mr. Roush about his recommendation. He preferred hiring two full-time faculty members and using the higher rate of pay for budgeting purposes; it was agreed by everyone this was a good point; he suggested working with the budget expert at PCC to accomplish what we have to achieve;
- Mr. Roush said if they wanted faculty in the fall, they needed to start with the hiring and recruiting process now; he added there were non-teaching hours available but wanted to have a conversation to see how to utilize the hours effectively (engage with students, front lobby, etc.);
- Chairperson Varona mentioned he was looking for a sponsor for a luncheon with the Chancellor sometime in September;

- Mr. Roush asked what our future will look? (Move away, expand, etc.) In addition, the student life conversation in terms of support (repurpose the student union, expand next door, etc.) What are the needs?
- Chairperson Varona asked to design something where students can study and offer a powerful study area;
- Mr. Nelson said there was no office space available for more faculty and needed to look into that as well; Mr. Fanning asked to take a tour next door and Mr. Lucero asked for the square footage;
- Mr. Roush asked if the Board wanted to share any direction to PCC as far as working towards more robust student activities; Chairperson Varona suggested starting with co-curricular activities and seeing how that worked out;
- Mr. Roush will meet with Dr. Desjardin and further discuss the co-curricular and the PCC online programs available; he also mentioned the Food Bank for students in need adding it was run by local elective students as a leadership component;
- Mr. Fanning suggested writing safety guidelines to move towards in-person activities;
- Dr. Meixell suggested for one board member see this through and report back to the Board;
- Mr. Roush invited the Board to visit the Desert Vista location;

#### ***B. Student Engagement/ Student Life Discussion***

- Ms. Suzanne Desjardin, PCC Vice President of Student Affairs, and Ms. Jennifer Wellborn, Supervisor for Student Life Program, presented the Pima Community College-Student Affairs, covering the following:
  - Mission, Vision of Student Life and First-Year Experience Programs
  - Co-Curricular (vs. Extracurricular)- definitions and examples were provided and Standard Learning Framework
    - Defining Characteristics of Co-Curricular Activities and Goals and Student Learning Outcomes
  - Ms. Wellborn shared examples of the student life co-curricular events such as Racial Healing Week with Diversity, Equity, and Inclusion, Native American Student Associated Pow Wow Event, JADE (social justice) retreat, Undergraduate Research Symposium with Social Sciences, Clothesline Project-Domestic Violence and Sexual Assault with Counseling, and Suicide Awareness with Counseling;
  - The Co-Curricular Transcript (CCT) through PimaEngage (great for resumes)
  - Other programs available: Connect U Orientation, New Student Welcome, Career Café, Popcorn with a Program, Faces of First Year, and Adulting Series; these events are being co-led by student peer mentors and are hired with diversity in mind and represent the identities of our students;
  - How Students Get Connected
    - First Year students have their own webpage: [www.pima.edu/fye](http://www.pima.edu/fye) and the student activities webpage; one of the main ways to engage is through the PimaEngage platform
    - PimaEngage, Student Engagement YouTube Channel of Programming, Live Virtual on Demand Sessions, and D2L Course

Shells (encourages students to get involved and have various leadership opportunities)

- The floor was open for questions or comments;
- Chairperson Varona asked how this filtered down to the satellite campus locally;
- Dr. Desjardin informed the Board that all of their positions that work with students are made so that as soon as a student enrolls, an advisor and a counselor are assigned to each student and are lead through all of the resources available (have a required orientation); they currently have a higher portion of students online;
- Chairperson Varona stated he was fully supportive of this and asked for a co-curricular example of when this was done in Santa Cruz County;
- She did not have any engagement activities that have happened at the site;
- Mr. Roush said all these programs and resources are only available at the campuses in Tucson and by working together they could establish these programs here on-site and make them real for our students;
- Ms. Wellborn informed them that all of these programs are currently being offered virtually but with live tools, they could somehow be coordinated with Mr. Nelson to have students participate and not travel in person;
- Chairperson Varona asked who would be responsible if this student program was implemented here? Mr. Roush said that a Support Specialist could support Mr. Nelson 50% of the time and dedicate to coordinating activities, etc. and bring some meaning to the programming here; Chairperson Varona also addressed his concern about accreditation and said it was important that they visualize that this campus is part of accreditation and need to have more coordination about student life; he also said they needed to work on student enrollment, making the facilities more attractive in the area of community engagement and student leadership; we need to focus on this campus;
- Dr. Meixell asked if the orientation information was available for our students? What is the participation in some of these activities?
- Mr. Fanning concurred saying it was important having the spark on campus and that the person in charge was crucial; he asked for clarification about the Support Specialist responsibilities;
- Mr. Roush said we are taking steps to outline what we can do as a remote location to engage students and asked for their support and have a future dialogue;
- Mr. Lucero asked if the Support Specialist could be assisted by an intern or student worker and assist to carry it through;
- Dr. Meixell shared that students in our community might be receptive; Ms. Collier said students had a high level of involvement before and could be done again;
- All Board Members thanked them for their time and their thorough presentation;

***Note: At 10:12 a.m., the Board convened to a break.***

***C. Library and/or Study Space / MISC.***

- Mr. Roush informed the Board that for the next board meeting, he was inviting the Chief of Police, Michelle Nieuwenhuis to talk and explain about the Clery Act (by law, we have to report the crime statistics);
- Chairperson Varona said he preferred to have someone on campus and be included in the budget (i.e. 10 hours/week); Mr. Roush suggested community service officers at lower pay and be able to patrol the areas;
- Ms. Collier shared the idea of setting up a refrigerator with snacks and water, making it available for police officers to stop by at any time during their break and this way have police officers visible in the building (they were not asked but made it available for them); Mr. Fanning will contact Mr. Bermudez and ask if this is allowed;
- Mr. Nelson said he will not be available at the next board meeting; he updated the Board on student activities/engagement, adding about conducting surveys; the last survey conducted in January asking students what they wanted to see available was dominated by gaming, showing the students interest; he reminded them about preparing for the graduation event; Pima for the first time will be held at the Kino Baseball Field (outdoors); he also shared that half the students were registered before we left on Christmas break; he handed out a draft of new student registration (spring and summer); he mentioned two big events happening in June; he also mentioned a great business program 90/30 available (total cost of \$6,000); Ms. Collier asked if ASU or U of A were going into the 90/30?
- Chairperson Varona asked if the Chancellor was looking into offering a Bachelor's Degree?
- Mr. Nelson informed the Board that we had been approved as an International Student Site (he explained the process);
- Chairperson Varona asked about a budget for the gaming room;
- Mr. Fanning asked about extra-curricular and if this was coming into play; Mr. Roush suggested speaking with the Academic Director;
- Chairperson Varona asked about not having a policy in place regarding accumulated comp time or personal time off and asked for assistance in creating such policy to have structure; several questions were asked; a policy manual should also be in place;
- Mr. Roush said he needed clarity on the contract and have the proper steps in place; Ms. Collier shared how business was conducted in the past and asked about the bylaws;
- *MISC.:* Ms. Collier printed 5,000 copies of the brochures for parents and would like to send them out to every sophomore, junior, and senior; she asked for a headcount and suggestions on how to distribute them? Freshmen could be added, too.

### 3. Executive Session Items

- a. Nothing was addressed.

### 4. Adjournment

Mr. Lucero motioned to adjourn the study session meeting of March 12, 2022, seconded by Mr. Fanning. Motion carried unanimously, 5-0.

NAME	AYE	NAY	ABSTAIN
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Dr. Marcelino Varona, Jr.	X		
Mr. John Fanning	X		
Dr. Angela Meixell	X		
Ms. Liz Collier	X		
Mr. Greg Lucero	X		

Having no further business to discuss, Chairperson Varona adjourned the meeting at 12:50 p.m.

Minutes presented respectfully by:

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Ms. Liz Collier  
SCCPCCD Board Member