



**SANTA CRUZ COUNTY PROVISIONAL
COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD**

Regular Board Meeting Minutes

TUESDAY, JANUARY 18, 2021

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 Tuesday, January 18, 2022, at 5:00 p.m.

Pledge of Allegiance: Note-Chairperson apologized for not presenting the Pledge of Allegiance at the beginning of the meeting.

Mr. Roush led the Pledge of Allegiance at approximately 5:47 p.m.

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 (joined via ZOOM), Ms. Liz Collier- Board Member, Mr. Greg Lucero- Board Member, Mrs. Georgina Tavera- Finance Manager, Mr. Ted Roush, and Mr. Brian Nelson. Attorney Mr. Pauole joined virtually.

B. Adoption of the Agenda:

Dr. Varona informed the Board that the sequence of the agenda would be arranged accordingly to meet the presenter’s prior commitments. Mr. Lucero motioned to adopt the January 18, 2022, SCCPCCD Regular Governing Board Meeting Agenda as presented. Ms. Collier seconded this motion. 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

A. Financial Report

SCCPCCD Finance Manager provided a review and update of November and December 2021 Financial Reports

- Mrs. Tavera provided everyone with the following brief review/updates;
 - In November, out of the ordinary expenses incurred were for the retreat, Maria’s transfer (2 payments), two licenses for MS Corporation, and Rio Rico Sheet Metal for the AC services provided (happens twice a year);

- In December, the antenna kit expense was for the staff offices and classroom to improve the internet and Rio Rico Sheet and Metal for their labor for bringing the antenna to the facility;
- Dr. Meixell asked about the Executive Directors pay-off (this expense will be included in the January Report);
- This concluded Mrs. Tavera's presentation;

J. Discussion and potential action to increase IT Budget (Note: item moved)

- Mr. Jose Corrales, IT Consultant, presented the Board with a spreadsheet showing all of the upgrades in equipment for the online classrooms; he created the spreadsheet by separate rooms/labs;
- Chairperson Varona met previously with Mrs. Tavera and Mr. Corrales saying he was in accord with this \$200,000 expenditure for the upgrades; this will allow students and staff to access excellent equipment; he asked Mrs. Tavera to include this item in next year's budget for review; he added that it was necessary to keep our students and staff updated with technology;
- Mr. Lucero asked if we had a comprehensive/strategic IT tech plan in place;
- Mr. Corrales said this expense would carry them for approximately 5-8 years;
- Chairperson Varona clarified that this was only a presentation and will be part of the budget building process;
- Mr. Fanning asked if this could be a step by step process, a plan that will incorporate in "bits and pieces" versus having one large lump sum;
- Chairperson Varona asked Mr. Corrales to create a plan to address Mr. Lucero and Mr. Fanning's concerns;
- Mr. Roush recommended him to coordinate this plan with Pima to align in with their equipment (someone from Pima IT);
- Chairperson Varona asked Mr. Corrales to get together with Pima Community College IT and coordinate; Mr. Roush will oversee and be responsible for this project;

L. Discussion & Potential Action of Addition of HVAC Filtration System (Note: item moved)

- Mr. Alex Alvarez presented the bids for the infiltration system from Train and Rio Rico Sheet Metal (each member received a copy of his presentation); this bid is for 28 rooms not including the hallways, the restrooms, and other areas; he shared the details on the bids;
- Train is what Pima Community College uses and the network from Rio Rico is what U of A and NUSD currently use;
- Mr. Alvarez said it would be serviced every two years;
- Ms. Collier said it made sense from a cost point, we all need to be on the same level; Dr. Meixell asked to check with the U of A; Mr. Lucero asked how this would work with the current leased building;
- Mr. Pauole said if they could be removed without damage or repairs after the removal, it should not be a problem;
- Mrs. Tavera informed the Board that Rio Rico Sheet Metal was the best option, with an initial purchase of \$12,500; she added that it would not impact the overall budget;

Mr. Fanning motioned to accept the recommendation of Mrs. Tavera and Mr. Alvarez to award Rio Rico Sheet Metal the purchase of \$12,500 of the installation of an air purification system

as presented with our current HVAC System. Mr. Lucero seconded this motion. Motion carried unanimously, 5-0.

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

B. Chairperson of the Governing Board – SCCPCCD Governing Board Chairperson will address any updates

- Chairperson Varona did not have any updates;

C. Members of the Governing Board

- Ms. Collier had the opportunity to visit in December with the Vet Center at Pima College and was very impressed and encouraged everyone to see their organization and the programs they have; they managed to include an article in the newspaper; she also visited the automotive center; she hoped that other board members visit their facilities, very impressive;
- Dr. Meixell was interviewed by **Robyn Braille** who is working for the same committee Chairperson Varona and Ms. Collier are serving on, looking on how the mine can work with our community; she suggested interviewing Brian Nelson and Ted Roush and visiting our tech center; she apologized for zooming in today but attended a funeral today;
- Mr. Lucero asked that now the legislature is in session, does Pima College get updates and if so, is it shared with our Board: Mr. Roush said yes and will share more information;

D. Discussion and potential action to modify SCCPCCD bylaws

- SCCPCCD Chairperson stated that changing the term to one year, will allow the Board to have a continuous rotation and give everyone an opportunity to serve as the Chairperson;

Mr. Fanning motioned to change the bylaws term of the Chairperson from a two-year term to a one-year term, effective immediately. Ms. Collier seconded this motion. Mr. Lucero asked for a copy of the bylaws; Ms. Collier said when the strategic plan was previously discussed, the sheriff's or Mr. Velasquez' office had them; Mrs. Tavera informed the Board they did not have it; Dr. Meixell suggested if it could not be found, this should be included on the Retreat as an agenda item. Motion carried unanimously, 5-0.

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

E. Discussion and potential action to add Dr. Marcelino Varona to the bank account as a signer

- Mrs. Tavera informed the Board that the bank did not recognize the titles that are currently in place (Chair and Vice-Chair) and wanted to state clearly that Dr. Varona was to be added as the signer;

Ms. Collier made a motion to authorize Chairperson Marcelino Varona, Jr. to be added as a signer to the Chase Bank Account. Mr. Fanning seconded this motion. Mr. Lucero asked who the current signers were and that we should check that all signers are current; Dr. Meixell suggested keeping her as a secondary signer in case Dr. Varona is not available. Motion carried unanimously, 5-0.

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

F. PCC – Santa Cruz Center Report –

- Mr. Brian Nelson updated the Board of the Spring 2022 Semester;
 - Currently up 9.6%; he shared the current enrollment numbers; a couple of classes were canceled due to lack of participation; some courses had late start; doing very well with art classes and will continue with it; the networking and cybersecurity courses had decent numbers;
 - The challenges being faced were finding instructors;
 - We are still not seeing the numbers we would like to, but doing ok;
 - Not seeing a lot of people jumping in to the scholarships; He continued to share data on the courses offered; overall, numbers are up;
- Mr. Fanning asked what are other options were being offered to students when classes are canceled?
- Ms. Collier asked to email her the CIS requirements;
- Dr. Meixell asked for clarification on the Logistics courses and if there was a way to inform students what it is for;
- Mr. Fanning congratulated Mr. Nelson on the increase and said he had noticed more people and was very exciting to see that;
- Everyone thanked Mr. Nelson for the presentation;

G. PCC – Santa Cruz Center Report –

- Mr. Ted Roush shared a brief report;
 - He said that in contrast to Mr. Nelson’s report, PCC enrollment is down for Spring about 2.6% and there is a lot of concern;
 - He addressed a previous request and was happy to announce that Senator Galvan will be visiting the center on February 4 at 10:45 a.m. and Chancellor Lambert will also be part of this general visit;
- He introduced Executive Director Ms. Libby Howell to present our Legislative updates (Item I);
- Mr. Roush shared a personal note about Bill 2031;
- He concluded by reminding the Board Members about the annual meeting scheduled on January 25 @ 5 pm at the Desert Vista Campus in Tucson;

H. PCC-JTED

Dr. Kathy Prather, Pima JTED Superintendent, presented the following:

- She shared they had an excellent joint board meeting with three school districts and discussed the career and technical education (JTED, NUSD, and SCVUSD); she thanked Mr. Lucero for suggesting this;
- Several photos were presented and suggested having a tour of the buildings;
- Data was presented about Economic Development 101;
- Online enrollment started today and there were already over 500 students enrolled in Fall 2022;
- She suggested using the PCC model to deliver contracted JTED Central Campus Programs for high school students in Santa Cruz County; she also made them aware that the majority of JTED funds go back to the member districts in the Satellite Programs (annually)—Nogales has 12 programs, Pierson had 3 programs, and Rio Rico has 10 programs;
- She concluded her presentation saying they were ready to work with Santa Cruz County and are ready to map out expansion and better serve the students;
- Board Members had the opportunity to ask questions: Ms. Collier asked if dual credits was a possibility; Mr. Fanning asked about visit logistics; Mr. Lucero addressed the concerns about specific needs; Dr. Meixell said she was very excited;
- Mr. Roush offered to prepare a plan and see what kind of opportunities are available;
- Chairperson Varona asked Mr. Roush to add it to the Spring Agenda for discussion;

I. Legislative Update

Ms. Libby Howell, PCC Executive Director for Media, Community, and External Relations presented the following:

- She talked about the Governor’s State of the State address saying it was different than most of his other addresses, making many critical comments about the president and administration related to COVID 19; talked about his budget based on three premises: courts will stop the implementation of Prop 308, historic flat tax cut will stand despite the referendum, and the threat of revoking \$163M related to COVID relief money (want it back); on a positive note, he announced an initiative worth \$10M to provide free college tuition to veterans spouses; there is also \$30M of an idea to place federal resources for six workforce accelerators in community colleges for training specifically in advance manufacturing, administered by the department of commerce (have not heard more details); it was also recommended that the stem funding be restored to the formula set in statute (for Pima would be \$2.6M); he also recommended operating aide for a variety of colleges including Santa Cruz County with \$105,00 in operating aide and for STEM funding for \$21,800; JLBC will respond on Thursday and hear their point of view;
- Maricopa and Pima are not being recommended for operations support; another concern is the great interest in limiting voter rights; the Legislature is still trying to prevent COVID mandates;
- She also talked about other bills that they are looking closely at such as firearms on campus, Bill 2039 (dual enrollment tuition), Bill 2034 (allow to offer associates degrees), Bill 2031 (require colleges and universities to have

individualized education programs for challenged learners), and a bill from ASRS (allow employers to make pension payments in advanced);

- Chairperson Varona, Dr. Meixell, and Mr. Fanning thanked Ms. Howell for her insightful presentation; Mr. Lucero addressed his concern about trying to come up with a legislative fix for the Santa Cruz County and come up with a solution; Ms. Collier asked why the governor was so positive that the courts will overturn 208;

K. Discussion and potential action to increase Marketing Budget

- Ms. Collier prepared a spreadsheet addressing the marketing budget; they have met with Pima Marketing people and thanked them for their expertise;
- She shared data costs that included Student Success Registration Guides and sending them to sophomores, juniors, seniors, and parents; all pictures are from actual students; expenses included 5,000 copies, the schedule for Fall, Nogales International, and Fall Semester Course mailings; the approximate total cost was \$12,000 (this is only for printing, nothing else); she requested to increase the current budget of \$5,000 to \$15,000; she also met with Mrs. Tavera to ensure the funds were available;

Mr. Lucero motioned to increase the marketing budget by \$10,000, seconded by Mr. Fanning. Mr. Lucero asked if the fall printing was taking place during the current or future budget. All Board Members thanked Ms. Collier for her information and agreed this was important. Motion carried, 4-0. Note: Mr. Lucero stepped out and was unable to vote at this time.

NAME	AYE	NAY	ABSTAIN
Dr. Marcelino Varona, Jr.	X		
Mr. John Fanning	X		
Dr. Angela Meixell	X		
Ms. Liz Collier	X		
Mr. Greg Lucero	Not Available		

M. Discussion and potential action to name Ms. Collier as a representative to negotiate a possible extended lease agreement with Nogales Property Management

- Chairperson Varona informed the Board that the 10-Year Lease Agreement was ending next year and needed to start the new negotiating; he recommended Ms. Collier as the representative to negotiate;
- Mr. Pauole said it was good to designate one person to handle the negotiations;
- Ms. Collier agreed and suggested having another person be assigned as well; Chairperson Varona will add Mr. Lucero on the next agenda to be assigned as a representative to also negotiate a possible extended lease agreement with Nogales Property Management;

Mr. Lucero motioned to name Ms. Collier as a representative to negotiate a possible extended lease agreement with Nogales Property Management, seconded by Mr. Fanning. 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		

3. APPROVAL OF MINUTES

A. Approval of the Minutes

Ms. Collier motioned to approve the Regular Board Meeting minutes for November 16, 2021, and the Retreat Board Meeting minutes from November 6, 2021, seconded by Mr. Fanning. Motion carried unanimously, 5-0.

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

B. Future Meeting Date – February 15, 2022 @ 5:00 p.m.

- a. Agenda: TBD

C. Future March 2022 Retreat Date and Other Items

- a. Dr. Varona asked Mr. Roush to prepare the agenda for the retreat and will meet with Mrs. Tavera to look at possible dates;
- b. He also asked to include on the next agenda to address Superintendent Verdugo’s concerns about the community college and how they can be addressed;

4. Executive Session Items

- a. Nothing was addressed.

5. Adjournment

Ms. Collier motioned to adjourn the meeting of January 18, 2022, seconded by Mr. Lucero. Motion carried unanimously, 5-0.

<i>NAME</i>	<i>AYE</i>	<i>NAY</i>	<i>ABSTAIN</i>
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 approximately 6:45 p.m.

Minutes presented respectfully by:

Ms. Liz Collier
 SCCPCCD Vice – Chairperson