



SANTA CRUZ COUNTY PROVISIONAL
COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD

Regular Board Meeting Minutes

WEDNESDAY, MARCH 1, 2023

Santa Cruz Center Board Room

2021 North Grand Avenue

Nogales, AZ 85621

1. OPENING ITEMS

A. Call to Order:

Mr. John Fanning, Chairman, called a Regular Public Board Meeting of the Santa Cruz County Provisional Community College District Governing Board to order on Wednesday, March 1, 2023, at 3:00 p.m.

Pledge of Allegiance:

Ms. Collier led the Pledge of Allegiance.

Roll Call / In Attendance:

Present at the meeting were – Mr. John Fanning, Chairman, Mr. Greg Lucero, Vice-Chairman, Dr. Marcelino Varona, Jr.-Board Member, Dr. Angela Meixell- Board Member, Ms. Liz Collier- Board Member, Mr. Brian Nelson, and Mrs. Georgina Tavera- Finance Manager. David Pauole, PCC District Attorney joined via ZOOM; Dr. Morgan Phillips from Pima Community College was absent due to attending a conference in Texas.

B. Adoption of the Agenda:

Chairman Fanning entertained a motion to accept the adoption of the agenda of Wednesday, March 1, 2023, SCCPCCD Regular Governing Board Meeting as presented. Ms. Collier motioned to adopt the agenda as presented, seconded by Dr. Meixell. Motion carried unanimously, 5-0.

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

C. Public Comment – Call to Audience

a. There was no call to the public.

2. STANDING REPORTS & ACTION ITEMS

A. FY22-23 Financials

Mrs. Tavera, Finance Manager, provided the following recap of the January 2023 Financials:

- Checking Account: \$4.4 and Savings Account: \$355k. Mrs. Tavera shared the non-recurring items: Cisco, purchase of cameras for the facilities and also licenses; Amazon for three whiteboards for the classrooms (\$1,104); Deposits: due to items returned;
- Dr. Varona said that the U of A had been renting already for ten years and asked Mrs. Tavera to notify them of the new lease amount being the same amount we are currently paying per square foot; Karla Holloway will be coming next week to walk around our campus for any space available; he suggested using as a sample what we are currently paying (may go up or down);
- Chairman Fanning asked to provide information prior to the next meeting so they can look at the difference ahead of time;
- She added that she was working on the budget and the budget schedule was attached to their reports;

B. Chairman of the Governing Board

SCCPCCD Governing Board Chairman will address any updates.

- Chairman Fanning thanked Mr. Nelson and Mrs. Tavera for attending the Educational Leadership Consortium dealing with CTE at the county and for representing our district in a great way; he added that they were recognized by Mr. Velasquez;
- He added that he reached out to Angie Donaldson about the potential of being a facilitator for a strategic plan, but she said there was a conflict of interest therefore, she recommended another person;
- He informed Mr. Nelson that he was in contact with Dr. Julie Robinson, Park Director at the Presidio State Park, about her wanting to speak to someone about a potential internship program; he will email Mr. Nelson her information for him to pursue it;

C. Members of the Governing Board

- Ms. Collier informed the Board and Mr. Nelson about being in Patagonia and found out about an IT person who had completed his degree (she already planted a seed); she also made a comment about why the meeting was delayed due to the weather last week; she emphasized her point of view to keep to the schedule and not cancel as it is confusing to constituents;
- Mr. Lucero shared with the Board about taking advantage of the job training programs available and having them partner with us;
- Dr. Varona commented on the cancellation of the meeting saying that it was a decision made and cleared by the Chairman of the Board; he agreed with the cancellation of the meeting due to the unpredictable weather and mainly the safety and welfare of each of the members;

D. Adult Ed Computer Donation

- Mrs. Tavera asked for the Board’s acceptance of the donation of 25 computers, 22 chairs, and 12 desks with an approximate value amount of \$28,000; she elaborated.

Ms. Collier motioned to accept the said donation, seconded by Dr. Meixell. Discussion: Dr. Varona asked Jose if these computers were of market value. He asked if it would be better if we purchased up-to-date computers instead for the computer lab. Jose’s recommendation was to accept these donations as it would help us, adding a 5th lab. Dr. Varona asked for him to elaborate. Dr. Varona also asked how this would affect the scheduling. Mrs. Tavera said it would be very helpful for the students as well as for the teachers giving them more flexibility with the scheduling. Mr. Lucero commented that for budgeting purposes, how they were looking at upgrading and replacing their technology. He added they should be cognizant of the computers being too old to use, making sure we have a replacement plan. Dr. Meixell asked for clarification on the vendors. Mrs. Tavera said they needed to accept the donation first, before they choose a vendor (i.e. RR Sheet Metal) Motion carried unanimously, 5-0.

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

E. PCC-Santa Cruz Center Report – Summary of PCC and SCC Updates

- Mr. Brian Nelson, Advanced Program Manager/PCC – SCC, had a few updates;
- He informed the Board that Dr. Phillips was at a conference in Texas and unable to join the meeting; he informed the Board about Dr. Phillips was actively working on the annual meeting with the two colleges, contacting people; there is a possibility of having the meeting here;
- He updated the board on two items: EMT Firefighters and Adult Ed; he shared the figures of completion; it has been great retention and getting great results; FTSE should be coming back to the district; Dr. Varona asked if the instructors were from Tucson (they are all local); he also

asked why the participants failed; Mr. Nelson said they did not fail but they decided not to continue with the program; he said the instructors were doing an excellent job;

- Adult Ed: he said they have had a few meetings and a survey has been conducted; he elaborated on the classes being offered; he added that there has been a lot of talk about getting us into GED and Advanced DSL into Pima credit classes; there are good possibilities;
- Mr. Lucero said he had briefly talked to Chancellor Lambert; he suggested inviting Chancellor Lambert back as he was open to the idea; he suggested working on hosting a lunch for them to come down;
- Dr. Varona asked if Adult Ed was being transferred from Mr. Velasquez’s office; Mr. Nelson said he had not been a part of this role; Dr. Varona said this had been a discussion for the last 3 months but Mr. Phillips has not been able to attend the meetings; he asked for Dr. Phillips to provide an update of this topic in writing;

F. PCC-Santa Cruz Center Report - Summary of PCC and SCC Updates

- Dr. Phillips was attending a conference in Texas.

G. SCCPCCD Lease Policy

- Mrs. Tavera said there had been some discussion about formally charging outsiders for the use of the classrooms; she added that they created the forms using Pima’s forms as a guide; Attorney Pauole was able to review the forms; she added that on page three, it only talked about classrooms and computer labs, lowering the fee to \$200 a day; she added that they are currently charging \$100 per day, per room; the AZ Department of Agriculture requested to start using the classrooms in March for 12 weeks, totaling \$3,600, but if the current policy is approved, then it will cost \$5,400 for 12 weeks;
- Dr. Varona said the policy should represent what our current costs are at the minimum mark cost and agreed that these policies should represent our minimum cost and no need to go higher;
- Mrs. Tavera will review the policies and fees per square foot and bring it back to the Board for final review and approval;
- Mr. Pauole said that it was very common to have a fee schedule for nonprofit entities versus for-profit entities, where they are charging a commercial business or for-profit more than they would for a nonprofit;
- Dr. Varona added that they have to provide the 501c3; Mrs. Tavera agreed and added that they are also asking for insurance listing the SCCPCCD as the insured for \$500K;
- Mr. Lucero added that everyone had to pay for the space and it’s a cost for everyone, no exceptions;
- Dr. Meixell said they have to determine that they are authorizing Mrs. Tavera to make a final decision as there is no CEO;
- Ms. Collier asked if it needed final approval; Mrs. Tavera will modify the reports and bring it back again;
- Mr. Fanning asked to table this item for the next meeting;

3. EXECUTIVE SESSION ITEMS

- Executive Session to discuss and consult with SCCPCCD’s attorney for legal advice and to consider its position and instruct its representatives on lease negotiations for the Santa Cruz Center under A.R.S. 38-431.03(A)(3), (4), and (7).

Dr. Varona motioned to move to Executive Session as stated by Chairman Mr. Fanning, adding that this was a recommendation made by Attorney Pauole. This motion was seconded by Mr. Lucero. Motion carried unanimously, 5-0.

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

Ms. Liz Collier	X		
Dr. Angela Meixell	X		

4. APPROVAL OF MINUTES

A. Approval of the Minutes

Chairman Fanning entertained a motion to approve the minutes of the Regular Board Meeting held on January 25, 2023, as presented. Ms. Collier motioned to approve the minutes as presented, seconded by Dr. Meixell. Motion carried unanimously, 5-0.

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

B. Future Meeting Agenda Items

- a. Ms. Collier asked to add Facilities Use and keep the Executive Session for the lease; she also asked to have more information for the retreat;
- b. Mr. Lucero asked to add budget discussions in a future meeting;
- c. Dr. Varona asked to include Adult Ed and the U of A lease;

C. Future Meeting Date

- a. March 22, 2023 @ 3:00 p.m.

5. ADJOURNMENT

Having no further business to discuss, Chairman Fanning adjourned the meeting at 4:12 p.m.

Minutes presented respectfully by:

Ms. Liz Collier
SCCPCCD Board Member