



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

**Regular Board Minutes**

**TUESDAY, MARCH 16, 2021**

Santa Cruz Center  
2020 North Grand Avenue  
Nogales, AZ 85621

**1. OPENING ITEMS**

- Call to Order / Pledge of Allegiance / Roll Call

A Regular Public Board Meeting of the Santa Cruz County Provisional Community College District Governing Board was called to order 5:00 p.m. by Dr. Angela Meixell, Chairperson.

*Pledge of Allegiance:*

Dr. Marcelino Varona, Board Member, led the Pledge of Allegiance.

*Roll Call / In Attendance:*

Present at the meeting were – Dr. Angela Meixell- Chairperson, Ms. Liz Collier-Vice Chairperson, Dr. Marcelino Varona, Jr.-Board Member, Mr. Nils Urman-Board Member, Mr. John Fanning- Board Member, Dr. Stella Perez- Executive Director/CEO, Ms. Georgina Tavera-Finance Manager, Mr. Ted Roush, and Mr. Brian Nelson. *Mr. Chris Welker, SCCPCCD Legal Counsel, joined the meeting telephonically.*

Adoption of the Agenda

Mr. Urman motioned to adopt the March 16, 2021 SCCPCCD Regular Governing Board Meeting Agenda as presented. This motion was seconded by Ms. Collier. Motion carried unanimously, 5-0.

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

- Public Comment – Call to the Audience
  - No one addressed the Board
- *Guest: Dr. Mary Vanis, recently retired from the Higher Learning Commission*

**2. STANDING REPORTS & ACTION ITEMS**

A. Financial Report

- Ms. Georgina Tavera, Finance Manager, presented the Monthly Financial Reports for February 2021.
- The non-recurring items mentioned were:
  - Deposits: \$500, for MS-Word Workshop being offered to 7 students. Note: we will be seeing a deposit of \$200 later in March to cover the 2 students);

- Checks: Rio Rico Sheet Metal, \$900 (outlets for cameras and TV room) and \$185 (A/C Service Call); DAN Specialties, \$433.01; Sunstate Contracting, LLC, \$13,600 (floor advance); PCC, \$77,101.12 (Summer 2020 Invoice); Dell Computers, \$18,023.38 (Purchase of computers damaged-insurance.  
Note: we should be seeing a deposit later in March to cover this);
- Dr. Varona asked who was the person joining the meeting virtually; Mr. Chris Welker legal partner from Wright Welker & Pauole introduced himself, representing Mr. Pauole currently out of State.
- Dr. Varona asked the following:
  - Sunstate Contract: Why are they asking for an advance? Stated, this is not the way the SCCPCCD should do business, the PO is a legal binding agreement.”;
  - Login, \$4,110.51: He asked who they were; Mrs. Tavera said it was the new internet provider;
  - Level 3 Communications: Varona asked about this organization. Mrs. Tavera said they replaced Century Link, as our internet provider and she is currently disputing the duplicate monthly charges for a refund;
  - Varona inquired about AZ Secretary of State \$25 fee. Mrs. Tavera informed him it was a fee to update the SCCPCCD annual lobbyist registration;
- Dr. Perez responded to the following question:
  - She explained the reason why we paid for the \$25 fee (as her presentation and visits to the AZ Legislature are on behalf of the SCCPCCD); Mr. Lunsford briefly explained that “the law says that the designated lobbyist controls the registrations for who lobbies for the entity”, and Dr. Perez was added as the lobbyist record; he added that we are now completely in compliance as the district, with registration for Dr. Pérez and himself;
  - Dr. Varona asked Attorney Mr. Welker if he was in agreement and if he was familiar with this? Mr. Welker stated did not have enough information at this time without knowing the background; he also informed Dr. Varona that this topic had to be discussed as an ‘*SCCPCCD Executive Session*’ as it is confidential and may require legal opinion; Dr. Varona asked to include this for next Board meeting; Mr. Welker will be prepared as needed to present at the next meeting;
- Regarding the overlap with Level 3 Communications, Dr. Perez commented that prior to current SCCPCCD banking options, a number of auto-payments were set up creating direct withdrawals; this made it a challenge to stop their service;
- Mrs. Tavera included a budget timeline in the Board packets for informational purposes only; she also informed the Board that for those who are attending the HLC Conference, they should have received direct emails from the conference registration staff.

**B. Chairperson of the Governing Board**

- Dr. Angela Meixell informed the Board that she received a call from Chancellor Lambert alerting her about a preliminary draft of proposed *PCC-SCCPCCD IGA* changes for their advance notice; they offered to discuss the proposal with individual board members and gather their feedback; once discussion on the proposal is finalized, the Board will call a meeting with Pima Community College;
- Mr. Urman said he did not understand why they needed a one-on-one conversation; he suggested having an *Executive Session* with everyone in attendance; Dr. Meixell said she saw this as an opportunity to address her questions and concerns; this will be discussed later on the agenda;

C. Members of the Governing Board

- Dr. Varona said the Senior Executive Assistant to the Chancellor confirmed Lee Lambert will meet him on a virtual call, Friday, March 19, 2021 at 2:00 pm; he added that Mr. Urman had brought up a valid point and that should be addressed, brought back, and decided as a Board; he added that he preferred to discuss this out on in the *public versus having an Executive Session*;
- Mr. Urman said that Pima County, on behalf of Cochise County, Santa Cruz County, and Pima County, received a \$4 million grant focused on the workforce division; Santa Cruz County Workforce Group has funding to facilitate training and a 4-year grant; Cochise County is focusing primarily on information technology; Pima County is focusing around logistics supply chain;
  - Mr. Urman was congratulated by Dr. Meixell;
- Ms. Collier was contacted by a consultant from South32 about volunteering to be part of an Advisory Community Committee, and she accepted to volunteer with the purpose to see how we can assist; she is looking forward to it;
- Mr. Fanning agreed with Mr. Urman about needing to have more in-depth discussions with the SCCPCCD Board regarding the current IGA (whether by *Executive Session* or a Retreat); he wants more clarification and direction; he added that as a Board, it needs to be discussed prior to making any decisions;

D. CEO's Update -

Dr. Perez presented the following 2021 Updates to the Santa Cruz Center:

Goal 1. Facilities—

The Santa Cruz Center water break remodel is complete and has met all specifications. We are currently in stages of the SCC flooring update and upgrade as per the February 2021 SCCPCCD Action Item and request. There has been a slight delay in delivery and acquisition of the floor coloring/paint. However, we anticipate this clearing in the next week and provided a sample. She is working with Mr. Nelson with the Santa Cruz Center Nursing Lab PCC Nursing Faculty toured and inventoried the lab for final remodel and newly restored materials. The state board has also inspected and certified the lab for instruction. Mr. Nelson has requested the SCC Staff post the PCC CNA Marketing Banner at the front of the Santa Cruz Center, and we are waiting for a new replacement banner for installation.

Goal 2. Budget—

- a) On Budget Updates--Ms. Tavera has shared the February 2021 Monthly Financial Reports for Board review. She added that we are also in the final phases of the 2020 SCCPCCD Audit for Board Presentation and initiating the *FY/2021-22* SCCPCCD Budget Process.
- b) In the Board's packets, and as requested from the SCCPCCD February 2021 Board Meeting, she included the Fiscal Year 20-21 Financial Activity for the SCC Ed Foundation Activity. The Grand Total for the current grants and scholarships is: **\$62,700.00**

Due to COVID—The number of SCC Ed Scholarships granted for FY 20-21 were: **38 grants – Spring 2021, 2 grants: SALEO, 2 grants —Ed Options: Total 42**

The next meeting of the SCC Ed Foundation Board will be held virtually on Wednesday, March 31, 2021 (this is an open meeting); Dr. Perez also said there had been another request about the U of A Nogales activity (5 years back) and said the program director had been on vacation; she will be asked for more details on what the report entailed and will reach out to him;

**Goal 3. Programs**— SCCPCCD continues to support local Continuing Education needs and requests. The Nogales Fire Department (NFD) is currently hosting EMT & Fire Science Training, with NFD Instructors, Mondays-Wednesdays, preparing local recruits for state certification testing for the next 6-months through August 2021; Dr. Perez added that she reached out to the Rio Rico Fire Department and has a scheduled call for next week (she thanked Mr. Fanning for the contact information);

The SCC has successfully offered a 4-week Microsoft Word/Excel Workshop—with ‘face-2-face’ -hands on training (adhering to CDC & social distancing guidelines) and following a similar curriculum format as the SCC’s ‘Grow with Google’ workshops. There has been a request from participants for a second-phase or next advanced Workshop for the next weeks, April -May 2021. She commended Danelly Ramos;

**Goal 4. Personnel** –

Nothing was presented at this time.

**Goal 5. External Funding & Grants**—

Please see section Budget B. 2.

**Goal 6. Marketing**—

Social media continues with significant recognition of the Santa Cruz Center and tracking of responses for marketing efforts. From posting and retweeting efforts, the Santa Cruz Center has **1,426 new Twitter followers, 343 Facebook views, and 418 Instagram posts**. Pending any outreach and engagement of staff hiring, we will continue these services on a contract basis.

**Goal 7. Government Relations & New Board Member Updates**—

Dr. Perez said Mr. Jack Lunsford was presenting on the AZ Legislative Updates focused on FY 2020-21 SCCPCCD Board Priorities sent to him

- *This concluded her report; the floor was open for questions or concerns;*
- Mr. Urman thanked Dr. Perez for the update on the foundation information;
  - He had questions about the scholarships (\$11,000); Dr. Perez will look into his questions for further details and provide a response;
  - On the expense side, he asked if the checks being issued are submitted from the Santa Cruz Center and not the Foundation? Is the money given to the student or to Pima? Are students confirmed that these funds are used for tuition, books, etc.? Mrs. Tavera explained how it was distributed and addressed his questions;
- Dr. Varona said if Dr. Perez does not list on the agenda an item for discussion, then there should not be a discussion on that topic;
- Mr. Welker agreed with the comment made by Dr. Varona and said it may be good practice under the CEO’s report to always list the topics that will be the subject of the update as it is always best to be over inclusive;

**E. PCC-Santa Cruz Center Report**

- Mr. Brian Nelson said the Spring 2021 enrollment was discussed during the last meeting and did not have any more updates. For Fall 2021, they had an all college meeting on Friday and described three different scenarios: First possibility: no changes in COVID, much like they are right now (virtual/online and very limited number on Hybrid); Second possibility is 50% Hybrid and 50% face to face; Third

option is “new normal” that will include face to face classes, what we are used to offering. He is looking forward to Fall;

- CIA will begin again in June; start seeing sessions in March, April, and May; June 21 will have the next cohort;
- In the future, he will make sure there are bullet points submitted ahead back to the agenda;
- Mr. Urman asked that as we are coming back to the facilities, etc., are they seeing any changes to the staffing levels? Hire initial people? Are we prepared for that or do you need addition support? Mr. Urman said they are working on it; Mr. Urman asked to add this to the next board meeting agenda;

*F. AZ County Community College Districts and Colleges of Qualifying Indian Tribes FTE Student Enrollment Report –*

- Mr. Ted Roush, Campus Vice-President, East Campus, PCC, shared a brief presentation on the AZ Auditor General FTSE Enrollment Report;
- He mentioned the provisional district talking about the FTE’s; he provided everyone with an FTSE detailed report;
- Dr. Varona asked for an explanation about the Eastern and Pima; he also asked how many students from Pima enrollment were Santa Cruz students that we could get credit for? Ms. Collier explained that because they do not charge our students tuition, we are not eligible for FTSE; in her opinion, she felt this a better option;
- Mr. Urman asked for clarification about the negotiations between the school districts and also about the credits earned agreement program. He also asked to know how many students in Santa Cruz County are in dual enrollment programs to understand the relationship with Pima and its growth;
- Mr. Roush added that our dual enrollment had more than doubled as it is being managed; more to follow;
- Ms. Collier asked if the option of allowing teachers to enroll in a program and also teach dual enrollment was still available. Mr. Roush said yes and provided more information; Mr. Roush suggested any interested teachers to contact Mr. Nelson;
- Dr. Varona asked to explain the accreditation at Tribals; the practice, criteria, and requirements were explained in detail by Dr Lopez; He also Dr. López to provide a brief narrative.
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*G. AZ 2021-2022 Legislative Updates–*

- Mr. Jack Lunsford, SCCPCCD Lobbyist/President, The Lunsford Group, spoke to the comment of the 900 FTSE first, HB 3830, would change the number from 900 to 450, but it has not been heard yet, and it is scheduled to be heard next week;
- He also informed the Board about the Senate Bill 1294 and how it would change the calculation for expenditures limits from a five-year average to a ten-year average of the most recent audited FTSE;
- Mr. Lunsford reported on HB 2523 that it would authorize community colleges to enter into programs to create baccalaureate degrees; bill passed, however it has been dual assigned in the Senate;
- HB 2824 established an adult education community college enrollment grant that will expand the community college adult basic ed programs; bill passed and there is a chance that will allow thee programs with Santa Cruz, Pima, or other districts;

- Lastly, he talked about Senate Bill 1507; bill passed, and it's in the education and appropriations committee; they started to work on strategies to make it move forward and to include in the budget discussion;
- No questions were asked by Board Members;

H. Request by Pima Community College to set Special Meeting with SCCPCCD

- Dr. Meixell said the Pima Community College Chancellor and Board Chair would like to schedule a special meeting to present a proposal to the SCCPCCD; Dr. Varona suggested to take the approach first and meet with the PCC Board in Nogales; Dr. Meixell asked for Board Members to notify Dr. Pérez for available dates and make it easier for them; Mr. Welker informed the Board to notice it and add to the agenda as a public meeting;
- Mr. Urman said that in reference to the comment he made earlier, if someone already agreed to have that conversation, then he too wants to have it;
- Ms. Meixell said she agreed to talk to them and was using this as an informational situation; at some point, she felt they should all come together before they meet with Pima;
- Mr. Fanning is in agreement (however it happens whether it's as an *Executive Session*, etc.); he added that he agrees with Mr. Urman and would not want the SCCPCCD Board to be divided but show cohesion and unity;
- Dr. Varona suggested Dr. Perez talk to Mr. Welker for his guidance and direction;
- Dr. Meixell clarified the following: Pima will schedule a special meeting, but if the attorney is in agreement, an *Executive Session* will be scheduled before it takes place. Dr. Perez will work on all the scheduling; she also raised a comment related to the current IGA, and said it is a reminder to us as a Board, Santa Cruz students, and Santa Cruz Center, that it is a validation of the work the Board has done and added that there is still a two-year agreement left on the existing IGA;
- Dr. Varona addressed his concern about Executive #9, where Board can go into *Executive Session* at any time and request for assistance from the SCCPCCD Attorney that it is not posted on our agenda; this information MUST be posted on every agenda; he asked Mr. Welker to provide Dr. Perez with standard language;

I. SCCPCCD Discussion of dates for SCCPCCD 2021 Spring Board Retreat

Due to the decision to host an *Executive Session* rather than using the SCCPCCD 2021 Spring Board Retreat to discuss the proposed updates to the PCC SCCPCCD IGA, this information item was closed.

J. SCC Educational Foundation/U of A South Update

This item was covered by Dr. Perez' CEO report, Item 3.

**3. APPROVAL OF MINUTES**

A. Approval of Minutes for the Regular Board Meeting held on February 9, 2021

Ms. Meixell motioned to approve the minutes of the Regular Board Meeting held on February 9, 2021 as presented, seconded by Mr. Fanning. Motion carried unanimously, 5-0.

NAME	AYE	NAY	ABSTAIN
Dr. Angela Meixell	X		
Ms. Liz Collier	X		

Dr. Marcelino Varona, Jr.	X		
Mr. Nils Urman	X		
Mr. John Fanning	X		

B. Future Meeting Date

- The 3<sup>rd</sup> Tuesday is April 20, 2021; Dr. Meixel said there might be other special meetings before or after; these dates will be provided;

C. Future Agenda Dates and Items

- Mr. Urman wants to 1) be able to have a conversation and discussion about dual enrollment and how we can work with our partners to be able to grow those opportunities; 2) he also wants to know how do we support educators who are already working in our schools who need additional courses and degrees (reach out to the foundation and have them allocate scholarships to teachers); 3) PCC Personnel: be able to discuss with PCC about their staffing needs, do we need additional from us and be able financially support them (counseling and tutoring);
- Dr. Varona asked Dr. López to write up a narrative on the tribal policies to get a better understanding and be able to study it more; this will allow the Board to be prepared for a future Study Session/Retreat;
- Dr. López added that in the current IGA discussion and modifications may directly impact the ability long term to seek accreditation and encouraged the Board to be careful; he also pointed on the current IGA that may be contradictory to the state law dealing with credentials and accreditations; Dr. Varona asked him to help the Board prepare the narrative;

**4. ADJOURNMENT**

Mr. Urman motioned to adjourn the Regular Board Meeting, seconded by Ms. Collier. Motion carried unanimously, 5-0.

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

Having no further business to discuss, Dr. Meixell adjourned the meeting at 6:38 p.m.

Minutes presented respectfully by:

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Dr. Stella Perez,  
SCCPCCD Executive Director/CEO

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Ms. Liz Collier,  
SCCPCCD Vice – Chairperson