



**S**ANTA CRUZ COUNTY PROVISIONAL  
**COMMUNITY COLLEGE DISTRICT**  
**GOVERNING BOARD**

**Regular Board Meeting Minutes**

**WEDNESDAY, MARCH 22, 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 22, 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, Ms. Liz Collier- Board Member, Mr. Brian Nelson, Mr. Alfredo Velasquez, Mr. Chris Young, Dr. Morgan Phillips, and Mrs. Georgina Tavera- Finance Manager. David Pauole, PCC District Attorney joined via ZOOM, and Dr. Angela Meixell- Board Member, was not in attendance.

**B. Adoption of the Agenda:**

Chairman Fanning entertained a motion to accept the adoption of the agenda of Wednesday, March 22, 2023, SCCPCCD Regular Governing Board Meeting as presented. Dr. Varona made a motion to adopt the agenda as presented, seconded by Ms. Collier. Motion carried unanimously, 4-0.

| <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        | Excused<br>Absence |            |                |

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

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

**2. STANDING REPORTS & ACTION ITEMS**

**A. Adult Ed Progress**

- Mr. Velasquez thanked the Board for allowing them to participate in the meeting; he updated the Board with enrollment, the direction they want to take in the near future, adding that there were projects in the works; he thanked the Board for allowing them to use the facility at no cost and said he was looking forward to a continued partnership;
- Mr. Young covered the following: The official name is Santa Cruz County Continuing Education Program; they refer to them as GED but the program calls them HSE (High School Equivalency) Mission Statement / 3 areas of focus; Budget comes from the Federal funding; he said they are Title II and explained the different groups included;
- Mr. Velasquez mentioned that they are working with the Community Food Bank to see if they are able to offer pantries at the schools without overstepping their boundaries;

- The programs being offered are ESL, HSE, IET, and IBEST (he explained the programs); Mr. young also explained how they are tested and graded;
- He also presented the budget of \$260,000 and as of March 21, they had 140 current students and 65 projected; this is the first time reaching 205;
- Dr. Varona asked for clarification on the budget;
- The short term projects presented were:
  - i. English Computer Class for WIOA
  - ii. Pima Community College Test prep Class May 2023
  - iii. Write New Grant in Winter of 2023
  - iv. Look for Funding to Expand Enrollment Before New Grant Cycle
- Mr. Lucero asked if they were considering certification programs or moving into that direction;
- Dr. Varona asked for clarification about the Provisional College taking over the Adult Ed; he asked if they were still under the same framework; Mr. Velasquez explained that at that time, they did not know which direction they were taking but since then, he said he would prefer to keep it in house; Mr. Young said there were other options about FTSE be awarded to them;
- Mr. Velasquez said FTSE was very important and truly appreciated the partnership, and wanted to work an agreement; Mr. Fanning agreed;
- Mr. Young said they had explored a lot of it and still looking for a solution;
- Dr. Varona stated that this was not part of his slides and was completely different from their last statement made during one of the meetings; he added that Dr. Phillips and Mr. Nelson had spent a lot of time and effort to take over the program as this was what they had agreed on. He asked Dr. Phillips if the county ran the program, could we get the FTSE? Dr. Phillips said he couldn't answer this; he explained the process;
- Dr. Varona asked Mr. Pauole if he was knowledgeable in this area and answer the questions about FTSE; Mr. Pauole was unable to answer;
- Mr. Velasquez stated he was going back on his word and apologized; he said they could work together, seeking legal counsel and speaking with the community college; he asked for time to work it out together; Dr. Varona agreed about partnerships, but said this should have been discussed sooner as they have invested a lot of time;
- Dr. Varona asked to keep this on the agenda; he added he had asked Dr. Phillips to make a presentation, thinking they were taking over the Adult Ed program; he will do whatever he can to get the FTSE as it is very important; Mr. Velasquez asked to give them time to work on this;
- Ms. Collier said she did not see getting the FTSE if the county runs it; she added that they will need to re-evaluate the "free" rent; she wants to see enrollment numbers increase;
- Mr. Fanning said this can work with both entities;
- Dr. Varona made it clear that he was here for the FTSE;

#### **B. FY22-23 Financials**

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

- Checking Account: \$4.3M and Savings Account: \$426K. The 1099's were distributed to the vendors; nothing out of the ordinary;
- Dr. Varona asked about the calculations of the 301 monies; Mrs. Tavera explained; she will reach out to someone and see if she gets a different response;

#### **C. Chairman of the Governing Board**

*SCCPCCD Governing Board Chairman will address any updates.*

- Chairman John Fanning thanked Dr. Phillips and Mr. Nelson for discussing FTSE and strategizing ways to build FTSE; he also asked to have the foundation present in a future agenda (he will reach out to them); he spoke to consultant Angela Donaldson and said there was conflict of interest; he was referred to someone else and talked about goals; 20 hours will be free; future agenda item;

#### **D. Members of the Governing Board**

- Dr. Varona said he was extremely disappointed about comments he heard from the Advisory Committee of South32 about our technology not being good in our college and asked Mrs. Tavera and Jose if they were having technology issues; Jose was not aware that happened and haven't had any issues;
- Mr. Nelson said there were issues years ago but not anymore;

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

- Mr. Brian Nelson, Advanced Program Manager/PCC – SCC, mentioned reference the Adult Ed presentation that there are some interesting possibilities; he was concerned about getting them up to the right level of assessment testing;
- He informed the Board about the Ed leadership Consortium taking place next Wednesday at the old courthouse; he will be presenting about the Pima program and a post-secondary focus;
- He said on 4/28 9am-12pm, they will have their second career in education event, saying it will be double in size; everyone will be receiving a packet and six universities will be participating plus other great vendors will also be in attendance;
- Ms. Collier suggested marketing and having an article about this event;
- Dr. Varona asked Mr. Nelson what was his goal as a percentage on a full time student equivalent to what he is looking for next academic year; Mr. Nelson said 25% was a realistic goal;

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

- Dr. Phillips shared he is currently involved in a Statewide Grant Initiative, Arizona Attainment Alliance, a partnership between the university and the community college systems in the State of AZ to try and increase the number of students that we have, completing credentials at the community colleges and the universities; he explained the program;
- The other piece he talked about was the Curriculum Pathways saying it is the part where you have articulation between the different institutions; he also talked about Completion Tracks saying it was a more advanced version of the pathways that students have;
- He added that for the SCC, there is a great opportunity with the Completion Tracks; he is currently working with Mr. Nelson;
- Dr. Varona thanked him for his presentation; he asked about Adult Ed and what his thoughts were;
- Dr. Phillips said that we are all here to benefit the students of Santa Cruz County; he shared the benefits; he said he was unclear about what they want since FTSE does not benefit them; he also mentioned the Alternative Pathways Mr. Young had talked about as a point system which are college classes; he added you do not have to take a GED in Arizona to get a high school diploma and can actually get a high school diploma just by taking college classes;
- Dr. Phillips will continue to provide updates on what is happening and any findings;
- Dr. Varona said his only concern was how was the Chancellor doing; Dr. Phillips shared his observations and beliefs; he said the Board Members were asking truthfully difficult data and information questions that are good for us; Dr. Varona felt comfortable adding this impacts us as well;
- Dr. Varona asked if they were meeting with their Board at some point; Dr. Phillips said he is working on it;
- Ms. Collier asked for clarification about the Curriculum Pathways/Completion Tracks;

#### **G. SCCPCCD CEO Designation**

- Mrs. Tavera made a correction of the title to CFO; she said the Auditor's General needed a form saying that the board approved her signing of the Expenditure Limitation Report. Mr. Fanning entertained a motion to accept the SCCPCCD CFO designation and the paperwork signage to Mrs. Tavera; Dr. Varona asked for clarification. Dr. Varona made a motion that

Resolution 41-1279-07 be passed and adopted as presented and approved by Mr. Pauole, legal counsel. Motion was seconded by Ms. Collier. Motion carried unanimously, 3-0.

| NAME                      | AYE                | NAY | ABSTAIN |
|---------------------------|--------------------|-----|---------|
| Mr. John Fanning          | X                  |     |         |
| Mr. Greg Lucero           | Excused<br>Early   |     |         |
| Dr. Marcelino Varona, Jr. | X                  |     |         |
| Ms. Liz Collier           | X                  |     |         |
| Dr. Angela Meixell        | Excused<br>Absence |     |         |

**H. SCCPCCD FY23 -24 Budget (Draft)**

- Mrs. Tavera provided everyone a copy of the FY23-24 Budget draft worksheet; she shared the Expenditure Limitation worksheet saying after the preposition passed, the \$2M base amount was approved (used to be \$1.5M); the FY23-24 average is \$1.8M; she explained in detail;
- After all the expenses, she discussed the property tax levy, based on construction; she explained the formula;
- For this 1<sup>st</sup> Draft, she left everything the same on the expense side except for the insurance; she explained the lined items; she will meet with Ms. Collier about Nogales International approaching her about a package; she added that the Department of Agriculture’s rent will be \$5,400 for three classrooms for 12 weeks; the last column will be modified as needed;
- Dr. Varona did not have any questions yet and will wait until Mr. Nelson’s presentation;
- Ms. Collier thanked Mrs. Tavera for her presentation and will meet with her to discuss marketing;

**I. SCCPCCD Lease Policy (including U of A’s section)**

- Mrs. Tavera corrected the typos on the fee schedule; she worked on the details that Dr. Varona requested (dollar amount to reflect the square footage); the amount came out to \$139;
  - Dr. Varona suggested charging \$80 a month for cleaning supplies for everyone across the board; Ms. Collier asked to create a universal policy with fees;
  - Mrs. Tavera will create a list with everyone and have it ready by the next board meeting;
- Ms. Collier made a motion to accept the facilities program as presented by Mrs. Tavera, seconded by Dr. Varona. Motion carried unanimously, 3-0.

| NAME                      | AYE                | NAY | ABSTAIN |
|---------------------------|--------------------|-----|---------|
| Mr. John Fanning          | X                  |     |         |
| Mr. Greg Lucero           | Excused<br>Early   |     |         |
| Dr. Marcelino Varona, Jr. | X                  |     |         |
| Ms. Liz Collier           | X                  |     |         |
| Dr. Angela Meixell        | Excused<br>Absence |     |         |

**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).

At this time, Ms. Collier stated there was no need to convene to Executive Session, as this was not provided to Mr. Panousopoulos. Mr. Pauole said it was very similar to the original lease. Dr. Varona suggested changing the part on the garbage collection from a single to bi-weekly collection. Mr. Pauole will make one change based on the discussion that they just added in paragraph nine; the last sentence will now read: “the landlord shall be responsible for pick-up of trash from the common area trash receptacles at least twice weekly”.

**4. APPROVAL OF MINUTES**

**A. Approval of the Minutes**

Dr. Varona motioned to approve the minutes of the Regular Board Meeting held on March 1, 2023, as presented, seconded by Ms. Collier. Motion carried unanimously, 3-0.

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

**B. Future Meeting Agenda Items**

- a. Chairman Fanning asked to include a discussion of the Foundation and a discussion amongst the board, a direction to give to a consultant as they begin to look at the strategic plans;
- b. Dr. Varona wanted to make sure to continue with Adult Ed; he also requested to give him at least 30 days in advance for a Saturday meeting;

**C. Future Meeting Date**

- a. April 26, 2023 @ 3:00 p.m.

**5. ADJOURNMENT**

Having no further business to discuss, Chairman Fanning adjourned the meeting at 5:14 p.m.

*Minutes presented respectfully by:*

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**Ms. Liz Collier**  
**SCCPCCD Board Member**