



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

Regular Board Minutes

TUESDAY, MAY 18, 2021

Santa Cruz Center Board Room
2020 North Grand Avenue
Nogales, AZ 85621

1. OPENING ITEMS

A. Call to Order

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, and Mr. Brian Nelson. Mr. Ted Roush and Mr. Pauole, Legal Counsel, joined the meeting virtually later in the meeting.

B. Adoption of the Agenda

Mr. Urman motioned to adopt the May 18, 2021 SCCPCD 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		

C. Public Comment – Call to the Audience

a. No one addressed the Board

2. STANDING REPORTS & ACTION ITEMS

A. Financial Report – Budget Proposal FY 20-21

- Ms. Georgina Tavera, Finance Manager, presented the 2nd review and update of April 2021 Financial Reports;
- She informed the Board on the balances of the savings and checking accounts attaching a detailed reconciliation report;
- In the checking account, the unusual expenses were: Chronicle Subscription, \$189; The Business Journal Subscription, \$135; Three-month lease payment, \$78,000; payment of \$125 for computer licenses;
- No questions were asked by any of the Board Members.

- Budget:
 - Mrs. Tavera shared the 2nd Draft of the 21-22 Budget;
 - Dr. Varona stated that Ms. Collier and himself were going to start negotiations starting tomorrow and asked to provide them with the deadline for the first break;
 - Mrs. Tavera informed the Board she was planning on posting the schedule in the newspaper (twice as required); if we do that, the information needs to be submitted by tomorrow Wednesday in order to be posted by Friday; the deadline to post is before June 20th;
 - Dr. Varona suggested 1st posting on June 4th and 2nd posting on June 11th;
 - Mr. Fanning said it had to be 15 days prior the meeting; open discussion took place;
 - The proposed dates were May 28th and June 9th (June 7th by the Board); the following week will be shared with the public;
 - Dr. Perez stated that we were told to move forward with last year's budget due to not having Pima's numbers;
 - The proposed change was on the wages on a student worker's \$12.50 to \$14.00;
 - Dr. Varona suggested taking into account the section to call for an executive session to meet with legal counsel; (wait until attorney joins the meeting);
 - 5:19 p.m. Dr. Varona asked Mr. Pauole, Legal Counsel, about the budget for next year and he asked about when to legally post the budget in the newspaper; he wanted to confirm the dates with him and make sure there are no legal repercussions; he also requested for a discussion about personnel and talk about positions, not individual persons, and seek legal advice; the dates approved were May 28th and June 9th;
 - Dr. Varona asked if they could move to Executive Session; Mr. Pauole reviewed the agenda and said they could motion to convene an Executive Session regarding the fiscal year 21-22 Budget Proposal;

B. Chairperson of the Governing Board

- Dr. Angela Meixell had no updates;

C. Members of the Governing Board

- Mr. Fanning apologized for not being able to attend the upcoming meeting;
- Ms. Collier said they have their meeting scheduled with Tod Roush tomorrow to talk about next year;
- Mr. Urman attended the opening ceremony of The Pima Community Colleges Center of Excellence for Automotive, state of the art facility;
- Dr. Varona had no updates;

D. CEO's Update -

Dr. Perez presented the following April 2021 Updates to the SCCPCCD Governing Board:

Goal 1. Facilities—The Santa Cruz Center flooring remodel of the nursing lab and student union are complete, with the south hallways in the final stages. Challenges continue to be with the uneven patching and sizable gaps throughout the existing concrete floor. Remodeling has also begun on the 2nd round of soundproofing for the interior rooms, to include the Board Room during the July Board Meeting break.

Goal 2. Financials & Budget—Mrs. Tavera has shared the April 2021 Monthly Financial Reports for Board review, and the full FY21-22 budget proposal for Board discussion. Dr. Perez thanked for *Thank you for your input and feedback.*

She commented that in addition, the 2020 audit was complete, and the report outlines and she quoted—

“during our audit, we did not identify any deficiencies in internal control that we consider to be material weaknesses” ... “The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards”

Goal 3. Programs— The Santa Cruz Center will be again be hosting the 2021 SCC School Superintendent’s Summer Programs: they include--The Universe Within: Science Technology Arts Mathematics Camp (3-6th Grade—June 21-July2) 4th Year of Robotics Camp (3-5th grade & 6-8th grade)— morning & afternoon sessions to include a focus on Programming & Coding—(June 14-June 18) New Camps for teens include Social Media & the Arts—“Paper Making”—(9th-12grade June 14-June 25)

The Santa Cruz Center will also be the summer site for the communities ‘Circles of Peace’ Border Conference with a focus to prevent underage drinking and substance abuse in our youth, families and residents in Santa Cruz County. (be hosted on June 23-24)

For PCC Program updates. The PCC_SCC Summer 2021 Class Schedule is available at the opening desk, and Brian Nelson is here to share updates on Summer enrollments and Fall 2021 Registration updates.

Goal 4. SCC Personnel— On July 1, 2021 our student worker, Fernando Ramos will be graduating and moving to Phoenix., AZ to begin studies at ASU. We are very excited for his next successful academic journey, and he will be missed by the SCC Staff. We have interviewed four (4) student candidates and hired two (2) new student workers to begin June 1, 2021 for a month of training with Fernando and the SCC Staff before leading information service activities on their own.

Goal 5. External Funding & Grants— (no updates to report)

Goal 6. Marketing— The Santa Cruz Staff is in the final phases of completing the 2021 PCC-SCC Graduate promotion for print in the local newspaper and through the SCC social media channels.

Goal 7. Government Relations & New Board Member Updates—Mr. Jack Lunsford is here to share AZ Legislative Updates focused on FY 2020-21 SCCPCCD Board Priorities. The handout information is in your Board Materials.

Goal 8. Future Accreditation & Provisional Status—Goal 9. Five Year Future—(no updates to report)

This concluded Dr. Perez’ report

- Dr. Varona highlighted the good effort given to us from the Auditor General; kudos to Dr. Perez and Mrs. Tavera for their efforts, good job on the finances;
- Ms. Collier said the other significance was there were no findings in any of the financial procedures;
- They were both congratulated for their work and efforts;

E. SCC – U of a Nogales Report

- Mr. Alan Aguirre, Senior Student Services Coordinator provided a summary of enrollment updates and University initiatives;
- He shared the following:
 - i. He introduced himself and briefly shared a short bio;
 - ii. He shared a brief history of the University of Arizona in Nogales;
 - iii. Mr. Aguirre said the new branding now is Explore the Near You Network;

- iv. They offer 13 Undergraduate Degrees and 9 Certificates in different areas, Bachelor of Applied Science Degrees; he also presented Campus Trends, Why U of A in Nogales, Scholarships offered, Engagement such as tours and employment fairs; Current challenges encountered were a decline in enrollment, transition to having students face-to-face versus online classes, and the value of education;
- Mr. Urman asked if through this change, did some of the students enrolled step out due to them having a balance due? Mr. Aguirre said there were not too many;
- Ms. Collier requested a copy of his presentation; she also asked if he was able to get into classrooms as often as he wanted to. She added if there was any other support he needed from the Board;
- Dr. Varona asked for a brief update/narrative on the U of A Raul Castro home on Crawford Street to make an international studies program;
- Mr. Aguirre was thanked and was appreciated for his thorough presentation;
- He thanked the staff for their full support and was very appreciative;

F. PCC-Santa Cruz Center Report

- Note: Mr. Brian Nelson was not available at the time of his presentation. He presented a quick update at 4:17 pm:
 - Spring Graduation: 15 students finished and another 15 will be graduating with Pima (about 65 in the county)
 - Up 30% with enrollment, most of them from Tucson;
 - Fall 2021, briefly touched on this of a lot of instructors enjoy teaching virtually; and looking into department heads to recruit new teachers; he will share links with dr. Perez;
 - Dr. Varona asked when will it start full time on campus; Mr. Nelson said August 1 in Tucson but are looking at June and getting a team together;
 - Ms. Collier asked about the “completion” ceremony, it was a big celebration and said it was very well attended; she requested to have this back again;

G. AZ 2021-2022 Legislative Updates–

- Mr. Jack Lunsford, SCCPCCD Lobbyist/President, The Lunsford Group, provided the Board on the following:
 - Senate Bill 1507 \$200,000 to Santa Cruz District for workforce development and the request has made it into the existing budget process; on House Bill 2836, this appropriation bill for almost \$22M adding an additional \$99,000 plus to Santa Cruz and is also in the current budget process;
 - He also had a conversation with the Legislator today and informed him they don’t have any bills ready to take forward to the floor;
 - Senate Bill 1294, move to a 10-year FTSE average form the current 5-year for expenditure limit; he added that the lease purchase agreements have been modified by the Legislature; he pointed out if the Santa Cruz District would at some point intend to purchase facilities or land moving forward with a campus though the lease purchase, they would not be eligible for the million dollars matching funds; the last one he shared was the support of the legislative authorization for Community Colleges to have baccalaureate degrees for Law Enforcement Personnel;
- No questions were asked by the Board;

3. APPROVAL OF MINUTES

A. Approval of Minutes for the Regular Board Meeting held on April 20, 2021

Ms. Collier motioned to approve the minutes of the Regular Board Meeting held on Tuesday, April 20, 2021 as presented, seconded by Mr. Urman. 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 Dates

- Special Board Meeting: Monday, May 24, 2021 at 5:00 p.m.
- Next Regular Board Meeting: June 15, 2021 at 5:00 p.m.

C. Future Agenda Dates and Items

- Dr. Varona asked to come to an agreement for the summer retreat date and the location; he added to have a discussion about viewing how many years are left on the second 5-year term of rental fees and have plenty of time to meet with Mr. Panousopoulos; July was suggested and also to use a location in Tubac or Patagonia;

Note: the meeting topic was moved back to item #2 Financial Reports, Budget at 5:19 p.m.

EXECUTIVE SESSION

Approval to Convene to Executive Session to Discuss the 2021-2022 Budget at 5:25 p.m.

Dr. Varona motioned to convene to Executive Session under A.R.S. §38-431.02 to discuss Fiscal Year Budget Proposal 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		

Reconvened to regular session at 6:05 p.m., Financials

Dr. Varona motioned to instruct Dr. Perez and Mrs. Tavera to develop a budget presentation for next week with the following to be included under PCC, one line on the budget: Advanced Program Manager, Program Coordinator, 2nd Program Coordinator, Financial Aid Advisor, Program Assistant, Program Specialist, Lab Assistant, four (4) Tutors, Adjunct Faculty Contracts, Supplies Marketing, Indirect 26%.

4. ADJOURNMENT

Mr. Urman motioned to adjourn the Regular Board Meeting, 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		

Having no further business to discuss, Dr. Meixell adjourned the meeting at 6:12 p.m.

Minutes presented respectfully by:

Dr. Stella Perez,
SCCPCCD Executive Director/CEO

Ms. Liz Collier,
SCCPCCD Vice – Chairperson