



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

**Regular Board Meeting Minutes**

**WEDNESDAY, MAY 24, 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, May 24, 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, Ms. Liz Collier- Board Member, Mrs. Georgina Tavera- Finance Manager, Mr. Brian Nelson, and Dr. Phillips. David Pauole, PCC District Attorney joined via ZOOM. Dr. Angela Meixell- Board Member and Dr. Marcelino Varona, Jr.-Board Member, were not able to attend.

**B. Adoption of the Agenda**

Chairman Fanning entertained a motion to accept the adoption of the agenda of Wednesday, May 24, 2023, SCCPCCD Regular Governing Board Meeting as presented. Mr. Collier made a motion to adopt the agenda as presented, seconded by Mr. Lucero. Motion carried unanimously, 3-0.

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

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

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

**2. STANDING REPORTS & ACTION ITEMS**

**A. C-CREO IGA Explanation**

- Representing Mr. Alfredo Velasquez, Santa Cruz County School Superintendent, was Mr. Christopher Young and Ms. Maya Donnelly. They presented what was already in place concerning the IGA between the Santa Cruz County Community College and the C-CREO Gear Up Program that supports about 850 students that will be graduating seniors from the county. Ms. Donnelly discussed the Current IGA Budget as well as the future budgets for Year 6: 2023-2024 and Year 7: 2024-2025.
- She said their partnership began in 2018 and Dr. Perez helped build the IGA along with the Board and Mr. Velasquez’s office; she added that Gear Up was a 7-year grant;
- She explained the staff hired for their HUB Office; she said year 6 was a critical year due to them graduating from high school, processing their FAFSA, and applying for scholarships;
- During Year 5 some student mentors were hired for the high schools, but not for the community college;

- Ms. Donnelly said a part-time position of a Community College Coach is needed for years 6 and 7; she asked for the Board's direction on this position such as feedback and job description; this person could potentially be an employee for SCCPCCD (invoice them), or a county employee; this position is not a counselor but a coach for recruitment, promotion, marketing, etc.;
- They will be assisting the high schools' dual enrollment juniors and seniors by paying for their books; Mr. Nelson, Mr. Carrillo, and herself are meeting with high school principals to see how they can support students with books and other materials needed;
- In Year 7, a "Tutoring Center" will be created as they have a big budget for tutors and enrichment instructors; this is the year they hope a lot of their cohort is placed;
- This budget will go up again before the Board in October; she said this would be the time to make any budget modifications if needed and work together over the summer;
- Mr. Lucero asked if the program was limited only to the participants. Ms. Donnelly said they had to get creative and with the ESSER funds, they were able to expand their services and go back down to middle schools and provide services for all high school aged. She added that the HUB took learners from every age; Mr. Lucero also asked if the College Coach was limited to the CREO participants or open to all. Ms. Donnelly said it was county-wide; he asked for a breakdown of students; she said there were about 850 to be seniors countywide;
- Mr. Young elaborated on the Proposed Partnership Budget for years 6 and 7 and said it could be adjusted; he talked about the differences. Moving forward, they will continue with a full-time position, hire a part-time Community College Coach and part-time student mentors, support high schools to purchase dual credit supplies, and create a Tutoring Center at SCCPCCD, opened by appointment and supported by the HUB; he added that there is money available to purchase technology;
- Mr. Lucero said if what they were proposing, looking at our expenses, was possibly offsetting our costs or augmenting some of our programs in exchange for the cost increase in rent; Mr. Young said they would appreciate that consideration; he added that they could purchase technology that might be used by the entire college; Mr. Lucero clarified that they could shift some costs to them, and Mr. Young said that would be much appreciated;
- Ms. Collier asked if there was a need for technology and José said the current computers were old and could be replaced; Mr. Young clarified that these would be new computers;
- Chairman Fanning said they wanted to continue to work together; this was not an action item today but it was great information and will continue to discuss it further;
- Mr. Lucero said to get to that point where it was more of an "apples to apples" comparison, he suggested sitting down with our people and discussing the costs that are equivalent to what the rent will be and if those things could be absorbed by their program; Mr. Young concurred and said that was their proposal;
- Mr. Young concluded by saying that they have over 200 students in their Adult Ed program for the first time in three years; in addition, he reminded the Board that they will be writing a new grant for this coming year and plan on working together on that;
- Chairman Fanning asked to invite them for any summer camps or anything else that they needed support with;
- Mr. Lucero asked about the CREO Grant, and if there were any other awards available in 2024, once this grant ended. Ms. Donnelly said there will be a new award and they will be applying again for another round even though it is not guaranteed;

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

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

- Balances of Checking Account: \$214,000 and Savings Account: \$4.6M.
  - \$200,000 was transferred to savings
  - \$82,107 for the lease payment of the period April, May, and June
  - \$67 payment was made to Nogales International for the annual online fee
- Mr. Lucero asked if we kept track of those accessing the NI online. Mrs. Tavera said they do not keep track, but she will look into it;

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

*SCCPCCD Governing Board Chairman will address any updates.*

- Chairman Fanning said he is looking forward to June 1 and the graduation celebration;

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

- Mr. Lucero updated the Board on the National Workforce Program which is a collaborative effort going on between educational institutions in Arizona and Sonora to come up with a curriculum that will support jobs in mining and the production of EV vehicles and electric batteries to ensure there is an existing, local labor force for these jobs. The collaborative members are saying that this is happening very fast and they want this collaborative effort to take place over the course of the summer; they want an MOU signed by September; they are moving forward and are on board, but they all want a “piece of the pie” and working collaboratively is going to be challenged; Mr. Lucero said that Pima is going to be focused on what will be generating revenue; we need to get ourselves organized and does not know who the leader will be but feels a local stakeholder group needs to be convened; Sonora made it clear that they want to see a training center developed on this side of the border; if we do not do it, others will quickly jump and build it; Mr. Lucero said this is something that needed to be discussed during the Board Retreat and needed to get it organized sooner rather than later;
- Ms. Collier said if they were going to take the lead, they would have to go through reorganization and restructure because this could not fall on Mrs. Tavera; she also brought up the question as to whether Pima would be willing to be a part of the development of mining for SCC;
- Mr. Lucero mentioned that the information was out there, but needed to be gathered as to how to further plan for the potential of Pima becoming a part of this mining plan;
- Mr. Nelson shared the potential pros and cons that will be looked at when deciding whether including mining is what is best for the students and the community; he explained the conversations currently happening with university partners; he added they wanted to develop programs that are going to be connected to industry jobs where students are making family-sustaining wages;

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

- Mr. Brian Nelson, Advanced Program Manager/PCC, shared they had well over 200 people attend the College Fair and it was successful due to all the support provided by everyone;
- He mentioned that Mr. Roush sent his regards; the Pima Community College and SCC Adult Ed graduate celebration is scheduled on June 1<sup>st</sup>; the Joint BOG annual meeting agenda is being developed for June 13;
- Mr. Nelson shared that they are developing a bi-weekly career event throughout Fall 2023 that brings together the academic requirements, professionals in a career field, the funding sources, and local employees. Their goals are to increase the number of PCC-SCC students pursuing a degree towards a specific career in Santa Cruz County and to better understand the realities of the career, hopefully, get excited about that career path, and increase knowledge of resources and local job opportunities; he included the time formats;
- Mr. Fanning shared his personal experience on how he has always been involved in K-12 education and all of the opportunities available; he offered to talk about a day in the life of a teacher; the idea was received well by Mr. Nelson;
- Ms. Collier mentioned that there was a student who wanted to get into Pima’s Nursing Program but was placed on a 4-year waiting list and asked if it was ever going to be expanded; Mr. Nelson explained how they cannot fund the number of seats in the nursing program needed due to working with our tax dollars and not being funded from the State; he added that every time a nursing student is added they go backward; so they need more humanity students, education, and other people;

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

- Dr. Morgan Phillips, PCC Supervising Administrator, continued by saying he was very excited about the upcoming meeting on June 13<sup>th</sup>; the new Board Chair will be joining them and shared that Pima is very supportive of the work at Santa Cruz, and wants to help in any way that they can to make things better;
- Dr. Dolores Duran-Cerda, PCC Executive Vice Chancellor and Provost, is also coming; she is going to be one of the stabilizing factors because she is someone with a long tenure and will most likely become someone long-term at Pima Community College moving forward;
- The leader of the “Pima Community College Foundation”, has agreed to come and be a part of their meeting; he explained what the foundation’s role was and how important it is to bring funds into the college; Mr. Lucero concurred; Ms. Collier suggested adding this topic to the upcoming retreat adding that our Foundation is currently not functioning;
- Dr. Phillips added that the Chief Information Officer is going to spend time with them; he said that they will be looking at how we are counting full-time student equivalents between the two institutions; he said that at the Santa Cruz County, with the ballot initiative that passed, the fund amounts can be accessed per FTSE and was dramatically increased; as it goes up, it provides more budget flexibility; he explained how that does the opposite impact for Pima; he elaborated; he suggested adding this topic to the retreat if they would like to discuss further;
- Mr. Lucero mentioned that this reminded him about a conversation he had with a former Chancellor and how there was no negotiation allowed;
- Dr. Phillips said they looked at the potential to use H-1B visas to secure international teachers for Pima Community College since there are many vacancies for qualified teachers to teach in-person classes. If the individuals were college employees, they have to go through the same type of process that the high schools would have to go through to secure an H-1B; the colleges do not have the same ability to jump to the top of the list like public school teachers do get, making it more challenging. There is a certain cost associated with hiring employees with an H-1B visa, as well as the price needed for processing the visa; an alternative was a potential intergovernmental agreement with the high school; he explained;
- Another thing the college is doing to increase faculty members is entering into an agreement with Kelly Services for temporary employees; he elaborated;
- All Board members were very pleased with his presentation;

**G. SCCPCCD U of A Lease Amendment**

- Mrs. Tavera shared the “Amendment of Lease Agreement” and explained it; she said the lease was written a few years back; she sent it to Karla, the distance learning person, and explained the process they went through;
  - i. The total was about \$20,285 (listed on item #3)
  - ii. Two offices will be removed, and Jose will be relocated to the big classroom;
- Everything else stayed the same and this is for a period of three years versus five years

Chairman Fanning entertained a motion to accept the amendment of the Lease Agreement between the Arizona Board of Regents and the University of Arizona as a tenant, and Santa Cruz Provisional Community College District, which is the Landlord. Ms. Collier made a motion to accept the amendment of the Lease Agreement presented, seconded by Mr. Lucero. Mr. Lucero asked if Mr. Pauole had reviewed it; Mrs. Tavera said it had been reviewed and approved by Mr. Pauole. Motion carried unanimously, 3-0.

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

	Excused		
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## H. Board Retreat Facilitator / Topic Discussion

- Chairman Fanning reached out to Paula Van Ness to assist in finding a facilitator, requiring 20 hours of free guidance; she sent him 8-10 resumes; he briefly talked about it; he sent the top 3 or 4 candidates to Mrs. Tavera; his top two were Cheryl House and Wendy Lukesfar; this item will be tabled;
- Mr. Fanning said the retreat is looking to be geared towards July, and board members were asked to email Mrs. Tavera their top 3 or 4 preferred facilitators; he will reach out to Paula; Ms. Collier said if he did not hear from the Board within the next three days, to move forward;
- The following is what was sent to Paula:
  - i. Is there a better location for our students and staff?
  - ii. Steps to accomplish accreditation
  - iii. Strategic plan revision
  - iv. Create a Mission Vision Statement and Goals (or revisit them)
  - v. Financial workforce (Mr. Lucero)
  - vi. Foundation Status
  - vii. FTSE Discussion
- Chairman Fanning asked for their feedback; Mr. Lucero suggested sharing this with the facilitator and getting her feedback; maybe could be done in a course of 2-3 weeks; Ms. Collier said the Foundation and enrollment topics could be ongoing; accreditation doesn't have to be the main heading; the big thing was the plan revision, location, and workforce; Chairman Fanning said that once they review the Mission Vision Goals Values, that could dictate some of the other information discussed; Mr. Lucero added that this should be looked at a round table discussion and not a formal setting; Ms. Collier suggested to not view the retreat as a "one-day" retreat, rather as an ongoing retreat that will potentially be broken into quarters;
- Chairman Fanning will move forward with the directions discussed;

## 3. EXECUTIVE SESSION ITEMS

- A. 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 (SCCPCCD as lessee) under A.R.S. § 38-431.03(A)(3), (4), and (7).
- B. Executive Session to discuss and consult with SCCPCCD's attorney for legal advice and to consider its position and instruct its representatives on lease and facility use negotiations (SCCPCCD as the lessor) under A.R.S. § 38-431.03(A)(3), (4), and (7).

Chairman Fanning asked Mr. Pauole if he felt they needed to convene to Executive Session to discuss the lease or if this could be voted on. Mr. Pauole did not have issues with the lease amendment as proposed but noticed that this was not an action item on the agenda and had to be approved at the next board meeting. Mr. Lucero suggested scheduling an earlier meeting, telephonically; Mrs. Tavera suggested adding it to the June meeting as they still had time; Mr. Pauole concurred;

No Executive Sessions took place.

## 4. APPROVAL OF MINUTES

### A. Approval of the Minutes

Ms. Collier motioned to approve the minutes of the Regular Board Meeting held on April 26, 2023, as presented, seconded by Mr. Lucero. The motion carried unanimously, 3-0.

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

**B. Future Meeting Agenda Items**

- a. Lease
- b. Retreat Date

**C. Future Meeting Date**

- a. June 28, 2023 @ 3:00 p.m.

**5. ADJOURNMENT**

Having no further business to discuss, Chairman Fanning adjourned the meeting at 4:29 p.m.

*Minutes presented respectfully by:*

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