

**SANTA CRUZ COUNTY
PROVISIONAL COMMUNITY COLLEGE DISTRICT (SCCPCCD)
GOVERNING BOARD
Regular Board Meeting Minutes
WEDNESDAY, AUGUST 23, 2023**



2021 North Grand Avenue
Nogales, AZ 85621

1. OPENING ITEMS

A. Call to Order:

Mr. John Fanning, Chairperson, called a Regular Public Board Meeting of the Santa Cruz County Provisional Community College District (SCCPCCD) Board to order on Wednesday, August 23, 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- Chairperson, Mr. Greg Lucero- Vice-Chairperson, Dr. Angela Meixell- Board Member, Dr. Marcelino Varona, Jr.- Board Member, Ms. Liz Collier- Board Member, Mrs. Georgina Tavera- Finance Manager, and Mr. Brian Nelson. Mr. David Pauole, PCC District Attorney joined via ZOOM.

B. Adoption of the Agenda

Chairperson Fanning entertained a motion to accept the adoption of the agenda of Wednesday, August 23, 2023, SCCPCCD Regular Governing Board Meeting as presented. Ms. Collier made a motion to adopt the agenda as presented and recommended, 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		

C. Public Comment – Call to Audience

Mr. Alfredo Velasquez welcomed the Board to a new school year and informed them that the Gear-Up Cohort had approximately 860 students who were graduating this year. The HUB will play a critical role. He thanked the Board for all of their support of the summer programs and said they held about 33 summer camps at the SCCPCCD center. For this, they were billed over \$900. He added that this year, they were hosting the Europe event and hoped to service over 100 students. Mrs. Tavera informed him that the cost per day was \$167; he asked to reconsider this amount. He will support the final decision made and thanked the Board for their time.

2. STANDING REPORTS & ACTION ITEMS

A. Use of Facilities Invoices: N/A

B. FY22-23 Financials

Mrs. Tavera, Finance Manager, provided the following recap of the June and July 2023 Financials:

- June: Rio Rico Sheet Metal Board Summer AC Maintenance of \$2,950; she also mentioned the Pima parking lot banners;
- July: IT Licenses of \$4,067; Lease of \$84,572 (she reminded them this covered three months); The Trust payment of \$37,840 for 23-24 Fiscal Year; Amazon in the amount of \$495 to purchase a small computer for the lab 5; Gastelum Locksmith for a door lock;

- Mrs. Tavera informed the Board that Mrs. Jeong and her daughters sent their donation of \$3,500 to the Foundation in her late husband's name; Mrs. Tavera will continue to update her and will send them thank you cards on behalf of the Foundation and SCCPCCD; Dr. Varona requested to list the names of all the Foundation Board Members;
- Mr. Lucero mentioned that Mrs. Jeong was telling people to go to the center's website to gather information on the Foundation but the website's navigation is not user friendly; he asked to work on the website; Mrs. Tavera will look into it; Dr. Varona said we needed to stay on top of it for it to be successful;
- Mrs. Tavera said they are going to wait a few weeks before reaching out to Mrs. Jeong to ask if she will continue with the Foundation, she and Brian have already been working on the scholarships. She added that Consulado de Mexico had awarded \$7,000, and she already applied to South32;
- Mr. Lucero inquired with Mrs. Tavera about the progress of looking into a higher interest-earning account for their savings. Mrs. Tavera confirmed that she had contacted the new accounting firm but had not received any response yet. She assured Mr. Lucero that she would follow up with them again;
- Dr. Varona asked Mrs. Tavera to get together with Mr. Pauole to find out if we can appropriate funds in our next budget to help the Foundation with personnel, etc., and make it run smoothly. He added someone was needed to publish the agenda and follow through to make sure everything was on the right track;
- Dr. Varona suggested that for the Call to the Public, it would be beneficial to ask the individual to submit his request in writing to the Chairperson for the next board agenda. Chairperson Fanning confirmed that this item was already included on the upcoming agenda;
- Dr. Meixell mentioned that the Pima Foundation had presented before and had offered to help; she asked Mrs. Tavera to contact them;
- Mrs. Tavera informed Dr. Varona she had included information on the maquilas for his reading;
- Chairperson Fanning asked if the Foundation was a 501c3 and that the paperwork should continue as such;

C. Chairperson of the Governing Board

SCCPCCD Governing Board Chairperson will address any updates.

- Chairperson Fanning thanked Mrs. Tavera for helping set up the boardroom for their retreat; he thanked the Board Members for a productive retreat and looking forward to moving forward in the future and becoming a stronger board; he is meeting with Wendy next Tuesday about what needs to be discussed and revisited; he will provide more information after their meeting;

D. Members of the Governing Board

- Dr. Varona felt the retreat was very advantageous for them; it's good that the mission/vision was being updated and it was very well organized; he added that the moderator kept them on task;
- Mr. Lucero enjoyed the retreat as well and was excited to hear they are all in alignment and going in the right direction; he followed up on what Dr. Varona brought up about getting a resolution to support the "IROC" being located in Santa Cruz County; he asked to encourage other governmental entities to pass a similar resolution as it will be beneficial to the college;
- Dr. Meixell said the retreat was painless and very well organized;
- Ms. Collier concurred with what was said about the retreat and thanked Chairperson Fanning adding she felt very good about what was accomplished;

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

- Mr. Brian Nelson, Advanced Program Manager/PCC, shared the following:
 - Good News: They applied for three Federal Work Study Students; they submitted the final paperwork to HR and will depend on the Pima Federal Work Study System if there are funds;

- He discussed in detail Dual Enrollment 2022 vs. 2023; Nogales is growing; he compared Fall 22 vs. Fall 23 classes and final numbers in the courses;
- Overall, he made a comparison of fall enrollment; 1% Fall 22 to Fall 23;
- Dr. Varona asked how he interpreted this data as full-time students. Mr. Nelson said it was roughly 300 students and that it was too early to have any FTSE numbers yet;
- Mr. Lucero commented that with inflation and the cost of living in Tucson, students are staying here, making it good for us;
- Dr. Meixell asked about dual enrollment and it was noted that our institution was not offering some of the listed courses. Mr. Nelson specifically mentioned that culinary was not available. Dr. Meixell expressed interest in having a counselor keep track of those students who pursue dual enrollment in courses outside of our center. Mr. Nelson mentioned that the C-CREO will be monitoring those students in the coming year and there may be an increase in enrollment next fall if they choose to continue;
- Chairperson Fanning said the dual enrollment was very important to him;
- Mr. Velasquez asked how many faculty members they had on board and if their salary packages were competitive with other community colleges; Mr. Nelson will send him the faculty members information via email;

F. PCC-District Office

- Ms. Melissa Stoddart, M.S. Director of Additional Location Compliance, joined the meeting virtually and provided a brief update on the following:
 - PCC currently has 29 active additional location sites approved by the Higher Learning Commission (HLC) outside their five main campus locations and District Office;
 - They completed 75% of the additional location site visits and 100% by August 31, 2023;
 - Pima Leadership determined they will not apply for any new locations during the 2023-2024 academic year;
 - For the SCC, a site visit was completed on August 8th; she provided the link to the HLC Multi-Location Report that was reviewed. From that report, they listed several areas of improvement and some deficiencies that they need to work on correcting as an institution; an action has been created that they have started to address; Ms. Stoddart added that they had received updated information from their crediting agency on July 21st regarding the multi-location report and will be visiting on December 2024 for their reaffirmation of accreditation; she added they were conducting a random selection of site visits so it was possible that the Santa Cruz location would be visited by their accrediting agency and are required to give them a 30 day notice;
- Dr. Varona suggested adding money to the budget next summer to make sure everything is in order at the college in case they decide to visit;
- Ms. Stoddart was thanked for her time and informative presentation;
- Dr. Varona requested that Mrs. Tavera and Mr. Nelson prepare for a potential visit. He said it was essential to ensure that the center met accreditation requirements and that nothing jeopardized its status. Therefore, Dr. Varona recommended that Mr. Nelson bring someone from the facilities to assist in the planning process by conducting a tour of the facilities to identify areas that require improvement.

3. EXECUTIVE SESSION ITEMS

- No Executive Session took place.

4. APPROVAL OF MINUTES

A. Approval of the Minutes

Mr. Lucero motioned to approve the minutes of the Regular Board Meeting held on June 28, 2023, as presented, seconded by Ms. Collier. The 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		

B. Future Meeting Agenda Items

- a. Dr. Varona requested a discussion be added to address the recently approved \$200,000 budget allocation for this district (State). Mrs. Tavera informed the Board that she had conducted research in the State Treasury and discovered that they received close to \$200,000 (\$187,000) in the last fiscal year. To provide a clear summary of the revenue distribution, she created a report detailing all the revenue buckets received over the past decade. Dr. Varona requested that Mrs. Tavera gather more information and involve Chairperson Fanning if necessary;
- b. Mr. Lucero asked to include the IROC Resolution;
- c. Dr. Meixell asked to reexamine the billing of DOE;
- d. Ms. Collier was curious as to where they stand with the Superintendent’s Office request; she also was curious about today’s Call to the Public. Mrs. Tavera informed her that he did not want to be as part of the agenda but as a Call to the Public;
- e. Chairperson Fanning asked if there was a way to find out via zip codes where our students are coming from. (Patagonia, Elgin, etc.). Mr. Nelson will gather the information and forward it to Mrs. Tavera;

C. Future Meeting Date

- a. September 27, 2023 @ 3:00 p.m.

5. ADJOURNMENT

Having no further business to discuss, Chairperson Fanning adjourned the meeting at 4:07 p.m.

Minutes presented respectfully by:

Ms. Liz Collier
SCCPCCD Board Member