

**SANTA CRUZ COUNTY
PROVISIONAL COMMUNITY COLLEGE DISTRICT (SCCPCCD)
GOVERNING BOARD
Regular Board Meeting Minutes
WEDNESDAY, OCTOBER 25, 2023**



2021 North Grand Avenue
Nogales, AZ 85621

1. OPENING ITEMS

A. Call to Order:

Mr. Greg Lucero, Vice Chairperson, called a Regular Public Board Meeting of the Santa Cruz County Provisional Community College District (SCCPCCD) Board to order on Wednesday, October 25, 2023, at 3:00 p.m.

Pledge of Allegiance:

Dr. Varona led the Pledge of Allegiance.

Roll Call / In Attendance:

Present at the meeting were 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 virtually. Dr. Phillips joined via ZOOM shortly after the meeting started. Mr. John Fanning- Chairperson, was unable to attend due to jury duty.

B. Adoption of the Agenda

Vice-Chairperson Lucero entertained a motion to accept the adoption of the agenda of Wednesday, October 25, 2023, SCCPCCD Regular Governing Board Meeting as presented. Dr. Varona made a motion to adopt the agenda as presented and recommended, seconded by Dr. Meixell. Motion carried unanimously, 4-0.

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

C. Public Comment – Call to Audience

There was no Call to the Public.

2. STANDING REPORTS & ACTION ITEMS

A. FY22-23 Financials

Mrs. Tavera, Finance Manager, provided the following recap of the September 2023 Financials and updated the Board on the SCC Educational Foundation:

- The balances were: Savings- \$4.8M and Checking \$55K;
- Non-recurring expenses were from Amazon \$4,200 and \$3,006 for IT expenses; she explained it was to purchase computers and monitors (18 total); she elaborated on the grant and received a check for \$15,000; she added that they are expecting \$22,500 from Adult Ed; \$13,197 for the county recorder (2nd payment for the Santa Cruz proposition 13 from last year); \$84,572 for the Nogales Property Management to cover October, November, and December’s lease; \$500 for a table for the Leadership Academy; \$669 for US Bank Equipment for the copy contract;
- Mrs. Tavera and Jose updated the Board with the IT upgrades as of October 2023; they added FY 24-25; she shared all the upgrades;

- Dr. Varona requested to see a more comprehensive report for the next budget adding this was a priority for the Board;
- Vice-Chairperson Lucero said this was longer term;
- It was concurred this was a good start;
- Mrs. Tavera added that in reference to the \$200,000, they had already received \$50,000; the Auditor said it is not tied to the expenditure limitation and it is new funding with no limitations; she requested this information in writing;
- Vice-Chairperson Lucero said the auditors are looking at it as a donation;
- Dr. Meixell asked when were they receiving the remaining funds (every three months);
- Dr. Varona asked an update on the State aide; Mrs. Tavera said it was still a work in progress;
- Mrs. Tavera explained that the investment savings account had to be under the State Treasury, as Dr. Varona had previously mentioned; she elaborated;

B. Chairperson of the Governing Board

SCCPCCD Governing Board Chairperson will address any updates.

- Chairperson Fanning was absent;
- Vice-Chairperson Lucero requested to schedule a retreat and mentioned that he had not received a response from Chairperson Fanning. He then asked Mrs. Tavera to coordinate the retreat and send out a list of possible dates to everyone. Ms. Collier informed the group that the retreat was already scheduled for November 8th, but unfortunately, two board members were unable to attend on that day.

C. Members of the Governing Board

- Ms. Collier said Patagonia held their career fair and the District was represented;
- Vice-Chairperson Lucero stated that while businesses and industries were well represented at the Nogales job fair, it was disappointing that many attendees were unprepared to participate;

D. C-CREO GEAR UP IGA (Between SCCPCCD and Santa Cruz County Superintendent)

- Grant duration: October 1, 2023 – September 30, 2024
- Mrs. Tavera stated that item D and E were the annual updates that Maya sent out; she compared last years to this year and there was only one paragraph that was added;
- Dr. Varona asked when they would be billed correctly and elaborated on the issues. Mrs. Tavera explained what the IGA’s were agreed on (the end of this fiscal year plus two more years) and added that towards the end, they will be receiving \$45,000;
- Dr. Meixell addressed her concerns and how we were committed to so many things; what can be done for the remaining time?

Dr. Varona motioned to enter into a one-year contract from October 1, 2023 to September 30, 2024 with the Santa Cruz County Superintendent’s Office on the C-CREO Gear Up grant, seconded by Ms. Collier. The motion carried unanimously, 4-0.

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

E. Imagination Center Memorandum of Agreement (Between SCCPCCD and Santa Cruz County Superintendent)

- Mrs. Tavera stated this was exactly the same.

Dr. Varona motioned to enter into a contract with the Santa Cruz County School Superintendent’s Office on the Imagination Center Memorandum of Agreement from October 1, 2023 to September 30, 2024, seconded by Dr. Meixell. The motion carried unanimously, 4-0.

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

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

- Mr. Brian Nelson, Advanced Program Manager/PCC, covered the Spring 2024 Schedule:
 - Student Activities, working very well so far (three total);
 - Gaming Club (7- 12 people, great start);
 - Language Club (in the works);
 - Other options are available for those who do not want to be part of a club such as allowing to give back to the community;
 - Overall, it is going better than expected;
- Vice-Chairperson Lucero mentioned that the high school had started an E-Sports Program and if this was being offered by Pima; Mr. Nelson said he was unaware but would look into it. Dr. Varona mentioned that the high school won the state championship last year;
- Mr. Nelson presented the Spring Schedule. Overview: 60 sections last spring, 65 sections this spring based on new classes; he said that the Southern AZ Regional Fire Academy consisted of Nogales, Rio Rico, Sonoita, Elgin and Tubac. Nogales is not part of this anymore. For next spring, Nogales is looking into doing EMT Fire Science and are still looking at a continuation but will be harder; protocols might be different with two entities;
- Southwestern Pre-History will be offered by a local instructor; Sped Courses will also be offered; he talked about other courses that will be part of Spring 2024;
- He concluded his presentation by saying the College Fair was scheduled for Wednesday, March 20th; they had over 200 high students attend last spring (only 15 from Rio Rico); he is anticipating 300 this time;
- Dr. Varona inquired about the possibility of naming a newly opened commercial kitchen after former board member, Mr. Nils Urman. Additionally, Dr. Varona asked if there were any opportunities for offering culinary classes at the commercial kitchen. Mr. Nelson asked Dr. Phillips;
- Dr. Phillips said it was dependent upon what kind of courses were available in the community; he added there was a certification required for all employees; he explained the process;
- Dr. Varona asked to start preparing now to offer intro classes and see what kind of reception they receive for this class;

G. PCC-Santa Cruz Center Reports – Summary of PCC and SCC Updates

- Dr. Morgan Phillips, PCC Supervising Administrator, joined virtually due to attending the Higher Education Research Development Institute in North Phoenix, looking at products that will make higher education more accessible to students and help them be more successful; he also said they had several Pima people at the AZ State Community College Conference for administrators;
- He mentioned the Legislative changes taken place; he scheduled a meeting with Ms. Libby and asked her to attend the SCCPCCD in November to answer any questions about things related to Legislative work; he is meeting tomorrow with their Institutional Reporting Area related to FTSE calculations and get numbers for the year ending in summer time; the audit will be done by the end of this calendar year and know what impacts that would have on budget and

expenditure limitation for 2024-2025 school year; he said that roughly looking at it, it looked like the amount for expenditure limitation was going to increase dramatically, making this a positive amount for the budget;

- The State Legislature has allowed community colleges to begin to count noncredit workforce for training as part of FTSE;
- He also talked about HLC's process; the areas they are focusing on is improving co-curricular opportunities for students and how they are being accessed;
- He met with Mr. Nelson and looked at programs being delivered at Santa Cruz Center and how they better lock down the courses to get the best return on investment for our students; the location assessment that was talked before, he said that by having these courses identified, they will be able to produce a list of things that need to be done to assure there are no location questions with HLC during their visit; the approval process for credit courses for a location is longer than the approval process for non-credit workforce training; this is something Pima is trying to be better at. He stated that they can work together in sequencing which is offering non-credit workforce training in areas first and use this to pilot program areas; this saves time and effort;
- He talked about dual enrollment and said that State Legislature passed funds for K-12 system to pay for their students to take dual enrollment classes; they asked how this impacted us and they said that Pima should be able to collect those funds that we would have been charging the high school, but they have not figured out the process to do this; moving forward, this is something that would support our continued expansion of dual enrollment and work better to improve programs at high schools;
- Dr. Phillips mentioned that they have scheduled a special board meeting on Monday to talk about the Chancellor search; in that process, they will identify individuals that would serve on the initial screening committee for the Chancellor search applications; they are also in the process of reviewing search firms; their goal is to complete the Chancellor search before the end of fall 2024;
- He mentioned that Pima had looked at potentially having E-Sports teams when he was at West Campus and there was a community college E-Sports league that they could join and have students participate; he added that if this is something the Santa Cruz Center would like to be involved in sponsoring an E-Sports Team, he can gather cost information;
- Dr. Meixell asked if they start collecting for the dual enrollment, does that affect FTSE in any way? Dr. Phillips said that once they get the numbers tomorrow, they will be able to see what they want to do with dual enrollment; Dr. Meixell also shared that there were resources for the culinary testing program;
- Dr. Varona expressed his concerns to Dr. Phillips about the gentleman in charge of accreditation. He inquired if the person had visited the facility to ensure that it is selected for a visitation and if everything was in order. Dr. Phillips informed that Ms. Stoddart was responsible for this and had already visited the SCC. She had checked the items and confirmed that everything was okay. They are currently reviewing the fall schedule to ensure that the courses being delivered have the necessary equipment. The information will be available in February. If they decide to visit, they would look for students taking accounting and check if they have a proper computer lab. They will also verify if EMT had the appropriate equipment for the class;
- Dr. Varona emphasized the importance of following guidelines and allow Mr. Nelson to assist if needed;

H. South 32

- Vice-Person Lucero said Dr. Varona asked to table this item until Chairperson Fanning was present to get everyone's vote; Dr. Varona said the wording was perfect on the Resolution but wanted all five board members be in accordance with this resolution;

Dr. Varona motioned to table the reading of the resolution and supporting the development of a workforce training center and remote operations center, seconded by Dr. Meixell. The motion carried unanimously, 4-0.

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

3. **EXECUTIVE SESSION ITEMS**

- No Executive Session took place.

4. **APPROVAL OF MINUTES**

A. Approval of the Minutes

Dr. Varona motioned to approve the minutes of the Regular Board Meeting held on September 27, 2023, as presented, seconded by Ms. Collier. The motion carried unanimously, 4-0.

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

B. Future Meeting Agenda Items

- Retreat (Mrs. Tavera will follow up)

C. Future Meeting Dates

- November 22, 2023 @ 3:00 p.m.

5. **ADJOURNMENT**

Dr. Varona motioned to adjourn, seconded by Dr. Meixell. The motion carried unanimously, 4-0.

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

Having no further business to discuss, Vice-Chairperson Lucero adjourned the meeting at approximately 4:06 p.m.

Minutes presented respectfully by:

Liz Collier

Ms. Liz Collier
SCCPCCD Board Member