



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

SPECIAL Board Meeting Minutes

SATURDAY, NOVEMBER 6, 2021

Santa Cruz Center Board Room
2021 North Grand Avenue
Nogales, AZ 85621

1. OPENING ITEMS

A. Call to Order:

A SPECIAL Public Board Meeting of the Santa Cruz County Provisional Community College District Governing Board was called to order on Saturday, November 6, 2021 at 9:00 a.m. by Dr. Angela Meixell, Chairperson.

Pledge of Allegiance:

The Pledge of Allegiance was led by Dr. Varona.

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. John Fanning –Board Member (joined telephonically), and Mrs. Georgina Tavera- Finance Manager. Also present at the meeting were Mr. Greg Lucero, Mr. Ted Roush and Mr. Brian Nelson

B. Adoption of the Agenda:

Ms. Collier motioned to adopt the Saturday, November 6, 2021 SCCPCCD SPECIAL Governing Board Meeting Agenda as presented. This motion was seconded by Dr. Varona. Motion carried unanimously, 4-0.

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

C. Public Comment – Call to Audience

- a. There were no calls made to the public.

2. STANDING REPORTS AND ACTION ITEMS

A. Welcome

- Dr. Meixell extended a welcome to Mr. Greg Lucero and swore him in as a new board member. He was assigned by Mr. Velasquez as the new Santa Cruz County Provisional Community College District Board Member to serve in Nils Urman’s district;

B. Topics and Issues for PCC/Santa Cruz Annual Meeting (Planning for FY’22-23)

- Mr. Ted Roush, PCC Supervising Administrator, informed the Board about the proposal for the joint Santa Cruz County and Pima Community College annual meeting scheduled to take

place in January, per the IGA; he reminded board members that the goal is to meet annually to discuss the relationship and performance parameters; he called it a “pressure relief valve”;

- In preparation for the upcoming meeting, Mr. Roush proposed the following agenda items:
 1. Welcome/Introduction
 2. Performance Indicators as listed in the IGA
 3. Round Table Discussion (share concerns, positive remarks, etc.)
 4. Planning
 - Dr. Varona asked what the Chancellor would be looking for in our financial commitment from our behalf since it has to blend in with the lease extension as the rental agreement is escalating at a higher pace;
 - He also mentioned that he had attended the Santa Cruz County Future Workforce Visioning Session; he said it was very well organized and that he had learned a lot of helpful information; he addressed his concern about seeing Pima Community College culinary arts students participating at the Culinary events at the Tubac Country Club but none from Santa Cruz County; he would like to see that this program get off the ground; he concluded asking Pima to take the lead and wanted to be properly prepared for the upcoming meeting and focus on strong topics;
 - Mr. Roush informed Dr. Varona that Dr. Roark was going to address where the workforce was going and talk about what is currently being done.
 - Mr. Nelson informed the Board that extensive information was provided by the Dean and full-time faculty about implementing welding labs and welding classes; he also spoke about the culinary arts and automotive adding that they are still on board and willing to come down and look at the facilities;
 - Mr. Lucero added that he had been working with the School Superintendents Office and that the resources were there; he said that it was not easy working with individual school districts as they each want to have their own program; ideally, he said that the provisional college could be the conduit that works with all local school districts and run a county-wide program, opposed to five or six individual programs; the next step would be developing a curriculum; he also talked about the issue with transportation to Tucson;
 - Mr. Chris Young explained that the opportunity exists and it came down to dollars, concurring with Mr. Lucero;
 - Ms. Collier asked for clarification and Dr. Meixell asked who had the authority to approve the location; Ms. Collier stated that doing a dual credit program at both of those schools would be a positive start;
 - Mr. Fanning agreed that we needed to do what is best for Santa Cruz County students and set aside egos and differences
 - Mr. Young clarified the JTED/CTED saying they are their own district;
 - Mr. Roush stated that this would not be available and ready for the January meeting but suggested two things: hopeful site or sites and what the dollar figures are to commit to make the program happen; he suggested doing more research on the culinary side and added not to take more than two programs on one time; this is on line with the IGA and with Chancellor Lambert;
 - Dr. Meixell mentioned to discuss dates to have a meeting before the meeting;
 - Mr. Roush suggested a couple of different days of the week as speakers will be part of it and plan for an effective meeting; he also asked for their performance criteria;
 - Dr. Varona asked to make sure that the data being shared included the Santa Cruz County financial aid debt and have a clear understanding;

- Mr. Roush said they were under Pima’s umbrella and were equally responsible;
- Mr. Lucero asked for a better understanding of the relationship between Pima JTED and Pima College in terms of what courses were being provided in SCC that are being offered to students; Mr. Roush suggested meeting with the JTED Superintendent or inviting her as a guest to a future meeting; Mr. Lucero suggested partnering with Rio Rico and Pima College and doing the dual credit program;
- Dr. Varona stated that they held a joint meeting with the Rio Rico School Board and JTED, offering programs for students; he suggested having a survey for the student’s feedback to get a better picture; Mr. Roush will be able to provide that, saying there were going to be gaps;
- Dr. Meixell shared that Mr. Nelson informed her that they are making an effort to touch every student who walks into the door even if they are not interested in a program offered by Pima, for example cosmetology and barber college;
- Mr. Roush stated that the items added on the agenda were: student debt outcome, FTSE trends, outreach visits per month, and measure relationship between the two entities (intangible item); he said they wanted to keep lines of communications open and maintain a positive relationship;
- Dr. Varona mentioned to make sure we stay on top of the air purification system and would like to speak about this in the meeting; Dr. Meixell informed him this item was part of the next board meeting;

At approximately 10:30am, the Board took a five-minute break;

C. PCC Workforce Efforts in Santa Cruz County

- Mr. Roush introduced Dr. Ian Roark, PCC Vice President of Workforce Development and Strategic Partnerships who was invited to present on landscape and what was happening in Santa Cruz County;
- Dr. Roark expressed his sympathy and empathy for the Community and Governing Board on Mr. Nils Urman passing; he stated Mr. Urman and him had conversations in the past of what had already been discussed today, saying he wanted to pay his respects and give credit where credit was due, in terms of his leadership through the Workforce Development and Santa Cruz County;
- Dr. Roark informed the Board that his presentation was a high level overview of where they were at with workforce development and partnership in Pima County with Pima Community College; some of the ideas presented were discussed with some of the Members of the Board and the community members in the past;
- He started by sharing shifts already underway such as:
 - Virtualization of the classroom and workplace (online, moving away from face-to-face offerings)
 - Blending of working and learning (apprenticeships)
 - Blending of sectors, industries and occupations (job mashing together)
 - Career lattices instead of pathways with stacks, starts, and stops (how industries are negatively impacted with respect to employment opportunities due to events such as a pandemic)
 - Post-traditional offerings
 - How the pandemic accelerated change in all of these aspects
- Dr. Roark pointed out a brief data point and said he highly recommended everyone to read: [The Arizona Community Colleges Reskilling and Recovery Framework](#) (he will

- forward the link). This pre pandemic data showed estimates of Arizona's jobs and workers by education level (2018) broken down within the State of Arizona (not by county); his data covered four-year degree, skills training, and high school equivalency; he added that his job was to move people from the high school equivalency of 22% up to the skills training of 46%;
- Dr. Roark also shared the Center of Excellence, that included the Applied Technology Center of Excellence downtown campus, including the aviation offshoot at the airport site, health professions on the West campus, hospitality at the Desert Vista campus, cybersecurity and IT in the East campus, public safety and security EMF fields that will be at the East campus (development underway), automotive technology building recently opened; He said that Pima Community College could not do this alone and that everything they do is with and for other people, SCCPCCD will need to seek partnerships opportunities with Santa Cruz County;
 - He stated that they have several national partnerships underway such as Education Design Lab, Bank of America, Lumina, NC3, etc. saying that these entities they are working with had increased the access to learners;
 - A lot of what they focused on was the new and different ways to upskill people in the labor market; prior to the pandemic, they worked on the applied technology academy launched in partnership with Caterpillar;
 - Dr. Roark informed the Board that they had launched the first in the nation autonomous vehicle driver operations specialist program with TuSimple. This certificate is a mash up of IT truck driver skills and automated industrial technology skills, along with logistics and supply chain management;
 - He added a slide of Quantifying Employer Engagement and Outcomes (survey) saying that there were different levels of employer engagement and that it is going to be very important for the continued partnerships in Santa Cruz County;
 - Another area he covered was the Community College Growth and Engine Fund (CCGEF) adding that the focused areas were manufacturing, automotive tech, IT/Cybersecurity, Construction (HVAC, Electrical, Plumbing, Carpentry), and public safety; five of these programs were launched successfully; he added there was a massive amount of interest (700 people reached out, more than they could accommodate);
 - Google IT Support was launched across the nation, allowing people to have their content for free and was also opened up to community colleges to use for free as an asynchronous (working on your own, with no assistance from a real person which was a very difficult route to go); they lunched this virtual online program as a non-credit training opportunity and lowered the cost to \$99 per learner, launched four cohorts, and had a full time faculty member working with the learners as they worked their way through the modules; during the first cohort they had adult education students, high school students from Flowing Wells and Amphi, Arizona at Work Pima County or One Stop, and from an employer;
 - The appropriate level of support has been branded as PimaFastTrack (group of student professionals dedicated to monitor students' progress in collaboration with faculty who are teaching);
 - Dr. Roark informed the Board that everything offered on a non-credit workforce training basis is not supported by tax dollars or state funding;
 - He shared the Santa Cruz County PCCD ideas that were previously discussed and talked about each area: automated industrial technology, nursing/allied health, logistics/truck driver training, emergency medical services, and small business development center; he added that wanted to learn more about South32 and meet their specific labor market needs; he said they had a new Dean, Mr. Dawn Martin;

- In conclusion, Dr. Roark’s recommendations for discussion and next steps were:
 - Connect with major employers and conveners
 - Ascertain post-COVID business climate/landscape
 - Meet with the SCCPCCD Board for more in-depth discussion on Workforce Development
 - Meet with Santa Cruz County Workforce Development Board and Job Center Staff
 - Planning and development including cost assessments
- The Board Members had the opportunity to ask questions, suggest, and address their concerns:
 - Conduct a Student Survey of what business and industry needs are. Who conducts this survey? What jobs are available? What skills do we have to train and develop?
 - Relationship with labor force with the “maquilas”;
 - Need better standing relations with Pima JTED: what courses are they partnering up with in Tucson?
 - Santa Cruz County needs to have a voice; we need for someone to take charge; the Board needs to commit and have continued follow up and not drop the ball;
 - The Board needs to develop relationships with all different entities and be more involved (Port of Authority, Chamber meetings); work on this together;
 - Proposed to first get a few tangible programs up and running, build upon that and get a better picture to start effective working;
- Ms. Maritza Cervantes, Director of Santa Cruz County Workforce Development Job Center, commented that the missing link was partnership and working together; she suggested taking action and bringing needs to the table and address them together;
- Dr. Varona asked Dr. Meixell to add to the upcoming agenda to appoint someone from the SCCPCCD Board to serve on the SCC Workforce Development Job Center Board;

D. Financial Update

- Mrs. Tavera provided a status on the following:
 - July-September actuals and October-June as forecasted;
 - The revenues stayed the same; changes took place on the wages with the changes that have occurred such as Maria’s hourly wage (currently on target);
 - The big savings were of \$75,635, Facilities Expenditures of \$20,000;
 - The final was \$111,000, favorable to the budget;
- She shared the IT’s recommendation of upgrading the computers, forecasting around 43 computers, with a total amount of \$34,000 plus upgrading the microphones with an amount of \$8,000; this is not on the budget or forecasted amounts;
- Mr. Nelson said this was a worth an investment;
- Dr. Meixell asked for clarification on the former CEO payment;
- Mr. Lucero asked to get actual property tax collected and what the savings currently are to get actual numbers;
- Dr. Varona asked for a projection of PCC’s requirements on July 1st for next fiscal year, and what the financial needs will be for the budget next year to prepare and plan ahead of time; Mrs. Tavera will work on it;
- Dr. Meixell will add to the next Board Agenda on November 16th the IT Proposal and Marketing;

- Mr. Roush met with Mrs. Tavera saying that he had been seeking a report with actual month to month expenditures for PCC Staff; it will be effective information and allow her to plug in those numbers; he added that Mr. Nelson and him will provide preliminary projections of staff soon;
- Dr. Varona reminded the Board on the status on the biology labs and construction of a library for students; Mr. Roush suggested having the Pima Director of Library provide a presentation and how it would look like for the future of SCC;
- Mrs. Tavera stated that they are planning to utilize the front office area as a study area for students;

NOTE: The Board took a short lunch break and reconvened at 12:15 p.m. The Board moved Item F before Item E.

E. Santa Cruz Strategic Priorities

- Mr. Roush introduced Ms. Libby Howell, their Assistant Vice Chancellor, who takes care of all the external communications legislation items;
- She provided the Board with a landscape of what she sees coming or where the legislative priorities are going;
- She briefly shared how the past legislative session was the third longest session in Arizona history, introducing 1,774 different bills with 446 of them passing, vetoed 28 bills, and resurrect 22 of those bills;
- She stated that in terms of community colleges, it was not particularly a generous session; Santa Cruz County received \$182,800, part of it in operations aid and part of Stem funding;
- Ms. Howell informed the Board that Pima advocates on its own and they look for things that will positively impact our students and things that could possibly damage the college or be negative;
- She added that the Baccalaureate Bill received a lot of attention; this bill will allow community colleges to offer baccalaureate degrees; Pima does not have any plans to offer these degrees at this time; their role is to support two-year degrees;
- Pima specifically advocated for the bill to change how dual enrollment is calculated and by changing the Carnegie units; it also eliminated the CAP in freshmen and sophomores;
- She added that the bill passed to reduce the required FTSE for the state to pursue accreditation;
- For the upcoming season, they will be looking to continue to work on the expenditure limitation formula, change how things are calculated; anything we do to increase our FTSE count will benefit Santa Cruz County; another priority is to put a temporary change to the penalty that Community Colleges would pay if they exceed the expenditures limitations for the next two years;
- Board Members were encouraged to ask questions and address their concerns:
 - Ms. Collier asked about the Adult Education Schools and who benefits from those dollars;
 - Dr. Varona pointed out to Dr. Meixell that we needed to have the discussion on why aren't we offering Adult Education and how do we increase student FTE;
 - Dr. Varona also asked Ms. Howell how can she help us this legislation session; Should we get a lobbyist only during the legislation session? Can she assist this year and then help us hire a full time person for the next legislative session? Can someone be assigned to look out for us at the State Legislature?

- She stated that she did not see it as an issue as being in conflict; the only conflict was related to the Prop 301 dollars; she also shared with the Board that she had met with Chancellor Lambert and said they had a good partnership with Santa Cruz County and was not doing anything to change that;
- Dr. Varona informed Ms. Howell that Santa Cruz County paid taxes towards 301 and do not receive money we are not entitled to; he added it was not fair that Gila had received additional funding and we have not; Ms. Howell addressed his concern;
- Dr. Varona also asked Ms. Howell that in preparation for the budget, how much did she think it would take financially to have representation/lobbyist, for the legislative session; Ms. Howell said they have a Pima contract lobbyist with a salary of \$70,000, with the primary function during the session and available after that;
- Mr. Roush said that the Board's concern was that their issues might not be represented by Pima CC; he added that Pima's general concern had been the moves made by Santa Cruz County that could cut Pima's funding;
- Ms. Howell said she didn't feel there was a need for a lobbyist and was sure the Board should feel confident, as long as Mr. Roush was the Administrator and Mr. Lambert the Chancellor, that if there was a point where something arose that was a significant different between them, that they would let them know and not try to work against it; Mr. Roush felt this would save an expense and be fully supported;
- Dr. Meixell said Chancellor Lambert indicated that Ms. Howell would be looking out for us and pursue in our name; Ms. Howell agreed and said she was willing to do so;
- Ms. Howell mentioned they are working on scheduling a campus tour and visit for Senator Gabaldon, possibly in February;
- Ms. Howell vowed to help carry the story forward and wanted SCC to thrive;
- Dr. Varona asked if there was any type of regular report with updates she could share; she did not but said she updates people of current bills; she will gladly share them with the Board through Mr. Roush;
- Ms. Howell's recommendation was not to hire a lobbyist and use those funds for additional programs or services for students;
- Dr. Varona asked who was the senator or representative that pulled that amendment out (900 to 450) and put in its original form? She informed him this was not a bill driven by Gila; she will look it up and inform Mr. Roush;
- Mr. Roush asked Ms. Howell to be part of a future Board meeting when appropriate and provide an update to the Board;
- Board Members were very pleased with her presentation and felt very grateful she is representing SCC;
- Dr. Varona said it is a breath of fresh air having Mr. Roush working here; he added to include in a future agenda a Board retreat in March, and also asked Mrs. Tavera to include a lobbyist on the budget to discuss further in case something comes up.

F. Lease Extension (Potential Alternatives)

- Dr. Varona shared a proposal of the Nogales Property Management, 2nd amendment to the lease, asking to add this item to the next meeting; he also asked Mrs. Tavera to share this with the Attorney to provide the Board with a recommendation and guidance; he added that if he had interpreted it right, if an accident happens, we were responsible;

- He shared the Summary of the Lease payment, bringing up they were on year nine; he said a plan needed to be made by the end of this academic year, do we want to negotiate the term for the next five years, talk to our Attorney into purchasing property, build our own facility, or do we have to get a vote of the people;
- Mr. Roush used a flip chart with advantages and disadvantages:
 - **ADVANTAGES**
 - Centrally located and convenient parking
 - Facility available three times a day making it advantageous (morning, afternoon, evening)
 - Current agreement with Landlord to expand up to 15,000 square feet if needed
 - Initial appearance to the building, very open and welcoming
 - Investment in the infrastructure of the facility in the amount of approximately \$529K
 - Room for leverage and negotiation
 - Contact Mr. Brasher for an approximate square footage amount
 - **DISADVANTAGES**
 - Old building, outdated
 - Transferring costs to us
 - Not knowing the “unknowns”
 - Limitations to electrical and telephone access
 - Limited office space for future needs (library, lounge, etc.)
 - We are responsible for any repairs
 - Sound proof issues
- Dr. Varona said if we continue renting for the next 20+ years, how much will that be compared to purchasing property? He added that a negotiating needed to start by June, come up with a simple package and compare. As future planning, buy property and see what plan we could have in the future;

NOTE: Mr. Lucero left at approximately 12:30 p.m. Mr. Fanning also left early.

- A short term solution brought up was to use high school sites at nighttime, have a small location for academic services and use the money saved towards building;
- Next step: get a cost analysis. It was suggested to contact Mr. Brasher as a community member to provide us with a cost analysis and location presentation (future planning);

3. EXECUTIVE SESSION ITEMS

- Nothing was addressed.

4. ADJOURNMENT

Ms. Collier motioned to adjourn the Special Board Meeting of November 6, 2021, seconded by Dr. Varona. Motion carried, 3-0.

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

Having no further business to discuss, Dr. Meixell adjourned the meeting at 1:50 p.m.

Minutes Presented Respectfully by:

Ms. Liz Collier
SCCPCCD Vice – Chairperson