



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

**Regular Board Meeting Minutes**

**TUESDAY, NOVEMBER 16, 2021**

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

**1. OPENING ITEMS**

***A. Call to Order:***

Dr. Angela Meixell, Chairperson, called a Regular Public Board Meeting of the Santa Cruz County Provisional Community College District Governing Board to order on Tuesday, November 16, 2021 at 5:00 p.m.

***Pledge of Allegiance:***

Dr. Varona 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. Greg Lucero- Board Member, Mrs. Georgina Tavera- Finance Manager, Mr. Ted Roush, Mr. James Craig (Pima Dean of Business and Information technology) and Mr. Chris Bonhorst (Pima Academic Director of Information Technology). Mr. John Fanning- Board Member, was absent. Also joining virtually was Attorney Mr. Pauole.

***B. Adoption of the Agenda:***

Ms. Collier motioned to adopt the November 16, 2021 SCCPCCD Regular Governing Board Meeting Agenda as presented. Dr. Varona seconded this motion. 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	Excused Absence		
Mr. Greg Lucero	X		

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

*a.* There was no call to the public

**2. STANDING REPORTS AND ACTION ITEMS**

***A. Financial Report***

*SCCPCCD Finance Manager provided a review and update of October 2021 Financial Report*

- Mrs. Tavera provided everyone with the following brief review/update;
  - The lease payment of \$82,000, Trust for \$18,000; Al’s Cleaning, there is one more payment pending; the lights on the PCC logo were replaced; ZOOM payments were for November and pro-rated for July-October;

- No questions were asked by the Board;

**B. Chairperson of the Governing Board – SCCPCCD Governing Board Chairperson will address any updates**

- Dr. Angela Meixell did not have anything to report at this time, but she mentioned it was an excellent special meeting that was facilitated by Mr. Roush;

**C. Members of the Governing Board**

- Dr. Varona echoed Chairperson Meixell and felt Mr. Roush was very well prepared and was an excellent in-service; he added they are more effective during retreats than regular meetings;

**D. PCC – Santa Cruz Center Report –**

- Mr. Roush said that on behalf of Mr. Nelson, enrollments opened for the Spring semester; preliminary numbers are showing we are doing a little above last year and will hit a predictable pattern after 1-2 weeks; it is too early to know, but they will know more in a week or so;
- He has been visiting with staff and seeing a lot of students and conversations about doing on-line or in-person; he added that when students are counseled, they are informed about the advantages and disadvantages to make sure they make the right choice;
- Mr. Roush informed the Board about the three programs: Veterans Outreach, Director of Veterans, and Veterans Upward Bound; he does not have the results yet;
- Mr. Nelson joined the meeting telephonically (having technical difficulties); today they had an honors presentation; Photographers from marketing also presented;
- Mr. Nelson introduced Mr. James Craig (Pima Dean of Business and Information technology) and Mr. Chris Bonhorst (Pima Academic Director of Information Technology) to speak about the Pima programs and the outcome after students earning their certificates;
- They presented their programs and curriculum offered. Their presentation included the following:
  - Advisory Committee Feedback: Soft skills are lacking and Technical skills are theoretical;
  - Industry Recognized Academies & Partners, well known for IT;
  - All of this was based on their feedback and what they were telling us that they need (took a hands-on approach on the design);
  - The certification is used for the guidelines and framework, it's a hands-on certification versus multiple choice;
  - They also presented the 2-year full time pathway for the Cybersecurity AAS that included IT Technician Certificate and the IT Specialist Certificate (they elaborated on what they can do and explained in detail);
  - The courses are offered on-line and can be taken at any time;
- Ms. Collier asked about FTSE and if it applied to on-line courses;
- The Pima Fast Track was also introduced (two 9-week courses);
- They also presented the Tucson Area Annual *Mean* Wages for the IT positions (Sources: US Bureau of Labor Statistics, May 2020);
- The other positive thing shared was that they were awarded in October a \$5million, five-year HSI STEM Grant, primarily focusing on student support services and outreach; it was also mentioned that they needed to build a separate security pipeline

that is not currently there; they will be hiring for a few positions specifically an outreach bilingual coordinator and student success advisors; they will also be increasing mentoring tutoring and some internship opportunities with businesses;

- It was added that the outcome to the grant is to grow enrollment specifically for Latin-X Hispanic and other demographics with a huge opportunity to expand;
- They also talked about the non-profit Arizona Cyber Warfare Range located on the East Campus;
- They also shared information about the Cyber Operations Center, Student Run Data Center, and Cyber Fusion Center; they added that they are working really soon on providing FBI Cyber Security Awareness Training for small businesses;
- They shared the events offered, adding that speakers came on site to speak to students (world class hackers);
- Dr. Varona commented that the Governor’s Office had released \$100 million for broadband enhancement, qualifying our county for this grant; he asked them for assistance with the application process as it is due in December; Dr. Varona asked Mrs. Tavera to look into it and meet with Mr. Roush for his assistance;
- The Board thanked Mr. Craig and Mr. Bonhorst for their great presentation;
- Mr. Nelson’s closing remark was that the classes offered in SCC are all Hybrid so they do count for our FTSE;

***E. Discussion to Appoint SCCPCCD Board Member for AZ Workforce Development Board***

Dr. Varona made a motion to appoint Mr. Greg Lucero as the SCCPCCD Board Member of AZ Workforce Development. Ms. Collier seconded the motion. 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	Excused Absence		
Mr. Greg Lucero	X		

***F. Discussion and Potential Action to Increase IT Budget***

- Dr. Meixell tabled this item.

***G. Discussion and Potential Action to Increase Marketing Budget***

- Ms. Liz Collier also asked to table this item due to not having any quotes yet.

***H. Discussion and Potential Action of Addition of HVAC Filtration System***

- Mr. Ted Roush said Pima offered the product involving two different types of units; he explained how the units worked;
- The sphere unit cost is \$2,200 and for a larger area, the century unit runs for about \$3,200. Based on the quote received by PCC, the buy-in to equip will be approximately \$34-\$40,000; this will include a one-year filter supply; based on PCC’s cost, he can get a closer estimate as for what the annual cost will be;
- He commented that it will be a higher cost with a system that takes care of everything; he added that an advantage would be if they relocate to a different facility, these items will be easily taken with them;
- Dr. Varona suggested surveying the campus to know how many will be needed;

- Mr. Roush will work together with Mrs. Tavera;
- This item will continue on the agenda for further discussion;

***I. Discussion on Lease Amendment***

- Dr. Varona asked Mr. Pauole for his thoughts on the proposed second amendment to the lease;
- Mr. Pauole said he became aware of the landlord seeking this amendment; the landlord presented this to Dr. Perez; Mr. Pauole asked Dr. Perez to have the landlord approach him directly (spring); he has not heard back from the landlord’s attorney and is still unclear as to what is driving this proposed amendment on the part of the landlord; he also said he had questions particularly on the second portion that is related to insurance coverage; Mr. Pauole did not have a recommendation tonight and did not believe that the Board should be agreeing to any type of amendment;
- Dr. Varona asked Chairperson Meixell not to do anything more since we are in no rush, and wait for Mr. Pauole’s recommendation. This item will be included on a future agenda;

***J. Election of SCCPCCD Board Officers***

- Dr. Varona suggested to bring bylaws back (currently indicating they are in for two years); he would like to change it that the Chairperson and Vice Chairperson are in for one year instead;
- This will be added to the January agenda under bylaws;
- Dr. Meixell added that due to not having a CEO, the chair now signs checks and have to visit the campus at least once a week to consult with Mrs. Tavera;
- Ms. Collier said that in terms of rotation, Dr. Varona is next in rotation;

Ms. Collier made a motion to nominate Dr. Marcelino Varona as the Chairperson, seconded by Mr. Lucero. 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	Excused Absence		
Mr. Greg Lucero	X		

Ms. Collier made a motion to nominate Mr. John Fanning as the Vice- Chairperson, 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	Excused Absence		
Mr. Greg Lucero	X		

**3. APPROVAL OF MINUTES**

***A. Approval of the Minutes***

Dr. Varona motioned to approve the Minutes from the Regular Board Meeting held on October 19, 2021 as presented, seconded by Ms. Collier. 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	Excused Absence		
Mr. Greg Lucero	X		

***B. Future Meeting Date – January 18, 2022***

a. Agenda: TBD

***C. Future March 2022 Retreat Date and Other Items***

a. TBD (will be formalized in January)

**4. Executive Session Items**

a. Nothing was addressed.

**5. Adjournment**

Mr. Lucero motioned to adjourn the meeting of November 16, 2021, seconded by Ms. Collier. 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	Excused Absence		
Mr. Greg Lucero	X		

Having no further business to discuss, Dr. Meixell adjourned the meeting at approximately 6:08 p.m.

Minutes presented respectfully by:

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Ms. Liz Collier  
SCCPCCD Vice – Chairperson