



1. OPENING ITEMS

A. Call to Order:

Chair Varona called the Public Regular Board Meeting of the Santa Cruz County Provisional Community College District (SCCPCCD) Board to order on Wednesday, January 21, 2026, at 3:00 p.m.

Pledge of Allegiance:

Mr. Lucero led the Pledge of Allegiance.

Roll Call / In Attendance:

Dr. Marcelino Varona, Jr.- Chair, Dr. Angela Meixell- Vice-Chair, Dr. Melisa Lunderville- Member (via Zoom), Mrs. Dina Sanchez- Member (via Zoom), Mrs. Georgina Tavera- CFO, Mr. Greg Lucero- CEO, Mr. Jose Corrales- IT Manager and Mrs. Denissa Peiro- Records Technician attended. Mr. Pauole and Mr. Edgar Soto joined via Zoom. Dr. Carrie Pottinger- Member was excused from this meeting.

B. Adoption of the Agenda

Chair Varona entertained a motion to adopt the agenda of Wednesday, January 21, 2026, as presented and recommended. Motion was made by Dr. Meixell to adopt the agenda of Wednesday, January 21, 2026, as presented, seconded by Mrs. Sanchez. Motion carried unanimously, 4-0.

	Dr. Marcelino Varona Jr.	Dr. Angela Meixell	Mrs. Dina Sanchez	Dr. Melisa Lunderville	Dr. Carrie Pottinger
AYE	X	X	X	X	Excused Absence
NAY					
ABSTAIN					

C. Public Comment – Call to Audience

No Call to the Public.

2. STANDING REPORTS AND ACTION ITEMS

A. Monthly Financials

Mrs. Tavera presented the October, November, and December 2025 Financials.

- **October 2025:** The Arizona Treasurer's Account balance was \$4,866,391. Non-recurring expenses for the electrician program, software subscriptions, Zoom fees, building lease, and IT equipment were highlighted. The board discussed seeking reimbursement from South32 for eligible program and facility expenses.
- Chair Varona asked whether non-recurring electrical/boardroom expenses are reimbursable; staff noted South32 reimbursements are being coordinated and a proposal for boardroom/common area furnishings is in progress.
- Board underscored efforts to save taxpayer funds via reimbursements and purchasing equipment directly (avoiding a 26% pass-through that would have applied under a prior arrangement).
- **November 2025:** The Arizona Treasurer's Account balance was \$4,883,155. Expenses included facility modifications, conference fees, electrical work, IT upgrades, software licenses, laptops, and maintenance.
- Ms. Sanchez asked about vendors “Newegg” (IT supplies) and “Golden 5” (licenses; Microsoft licensing) – clarified by staff.
- **December 2025:** The Arizona Treasurer's Account balance was \$4,898,973. Key items included an explanation of ASRS contribution adjustments, IT management software, property tax revenues, and a deposit from the Arizona Aid to Education Fund.
- Chair Varona emphasized the need for complete transparency on all expense reports, particularly staff reimbursements for public transparency. Staff agreed.
- **Information/Discussion only** (no formal vote). Staff will continue reimbursement dialogues with South32 and annotate future reimbursement items with clear purposes.

B. Chairperson of the Governing Board

Chair Varona reported attending a meeting with Arizona State University representatives regarding offering courses locally. He emphasized nurturing university relationships (ASU and UofA) given new state provisions that allow university sponsorships if needed and reiterated expectations for timely progress on campus improvements and student-facing spaces.

C. Members of the Governing Board

Nothing to report from the Board members.

D. PCC-Santa Cruz Center Campus Report

Mrs. Maricruz Ruiz, PCC Coordinator, reported on the start of the spring semester and welcome events. Key updates included:

- A successful student food pantry program.
- Progress on the electrician certificate cohort, including distribution of laptops from South32. A graduation ceremony is planned for July.
- Site visits and planning for a Medical Assistant program slated for Fall.
- Initial assessment for an Automated Industrial Technology (AIT)/Instrumentation Technician program in partnership with South32.
- Collaboration with Pima College's Student Life director to develop a student lounge area.
- A partnership with the non-profit Amistades for a community listening session.
- A meeting with the Helios Foundation to gain access to labor market and demographic data to inform future program development.
- Discussions about acquiring furniture from the University of Arizona.
- The Chair and board members emphasized the critical need to show visible progress on facility improvements (boardroom and student common areas) to enhance the student experience. They expressed strong dissatisfaction with the lack of progress and results from the previous dual enrollment initiative and directed administration to avoid similar delays.

E. PCC-Santa Cruz Center District Report

Mr. Edgar Soto, Desert Vista Campus Vice President and PCC Supervising Administrator for Santa Cruz Center, summarized the meeting with the Helios Foundation, noting the data did not yet account for projected growth from South32. He stated that a comprehensive proposal combining Helios data and South32 impact analysis would be presented at the joint board meeting on February 20th to inform future program and infrastructure decisions. He acknowledged past shortcomings with the dual enrollment program and committed to ensuring timely progress on current projects.

F. Presentation of Board Policies for the SCCPCCD – Topics 5000-5100: District Administration and General Institutional Issues

The CEO presented Policies and Procedures Section 5000 (Human Resources) through 5100 for first reading. He provided a summary of each policy, covering ethics, conflicts of interest, employee classifications, evaluations, hiring, disciplinary actions, grievances, salary schedules, work hours, paid time off (PTO), benefits, and drug-free workplace guidelines.

- Clarification was requested and agreed upon stating that until a dedicated HR Director is hired, the CEO will perform those duties. The board reviewed specifics of the holiday schedule and PTO payout provisions. It was agreed that legal counsel should review any employee separation. The Chair directed that for the second reading, each individual policy number must be listed on the agenda for public transparency.
- Policies 5000-5100 were accepted for first reading. They will be revised per board discussion and brought back for a second reading and potential adoption at a future meeting.

G. Next Step Advisor Program (Eean2Learn Agreement Approval)

Mr. Lucero presented a proposal from Earn2Learn to place two part-time "near-peer" advisors in local high schools to support college and career readiness. The total two-year cost is \$20,000, with a 50% (\$10,000) match required from the District. Motion was made by Dr. Meixell to approve the agreement with Earn2Learn and authorize the CEO to sign the document and provide the necessary financial resources, seconded by Mrs. Sanchez. Motion carried unanimously, 4-0.

	Dr. Marcelino Varona Jr.	Dr. Angela Meixell	Mrs. Dina Sanchez	Dr. Melisa Lunderville	Dr. Carrie Pottinger
AYE	X	X	X	X	Excused Absence
NAY					
ABSTAIN					

H. Election of the SCCPCCD Governing Board Chair for 2026

Dr. Meixell nominated Dr. Marcelino Varona Jr. as Chair. Motion was made by Dr. Meixell to elect Dr. Marcelino Varona as Governing Board Chair for 2026, seconded by Dr. Lunderville. Motion carried unanimously, 4-0.

	Dr. Marcelino Varona Jr.	Dr. Angela Meixell	Mrs. Dina Sanchez	Dr. Melisa Lunderville	Dr. Carrie Pottinger
AYE	X	X	X	X	Excused Absence
NAY					
ABSTAIN					

I. Election of the SCCPCCD Governing Board Vice-Chair for 2026

Dr. Meixell nominated Dr. Carrie Pottinger as Vice-Chair. Motion was made by Dr. Meixell to elect Dr. Carrie Pottinger as Governing Board Vice-Chair for 2026, seconded by Dr. Lunderville. Motion carried unanimously, 4-0.

	Dr. Marcelino Varona Jr.	Dr. Angela Meixell	Mrs. Dina Sanchez	Dr. Melisa Lunderville	Dr. Carrie Pottinger
AYE	X	X	X	X	Excused Absence
NAY					
ABSTAIN					

J. FY26-27 Budget Proposed Schedule of Activities

Mrs. Tavera presented a proposed schedule for developing and adopting the FY26-27 budget, with key dates in March, April, and May 2026. The board discussed aligning CEO/staff compensation discussions with the schedule. Ms. Sanchez noted a potential conflict with graduation dates in May. The proposed schedule was received. The CFO will finalize it in consultation with legal counsel.

K. Discussion of Agenda Items for Joint Board Meeting Feb 20, 2026

Mr. Lucero reviewed the draft agenda for the joint meeting with the Pima College Governing Board, which will include presentations from South32 and Helios, discussions on new programs, dual enrollment, and a working lunch with Pima College Deans. The board reiterated its desire to address past dual enrollment issues during the meeting.

EXECUTIVE SESSION ITEMS

Discussion of Emergency Operations Plan Under A. R. S. Section 38-431.03(A)(1).

3. Approval of Minutes

A. Approval of Minutes

Dr. Varona entertained a motion to approve the recommendation of CEO Greg Lucero, to accept the minutes of the Regular Board Meeting minutes of October 20, 2025, Retreat Board Meeting Minutes November 13, 2025 and Regular Board Meeting minutes of December 17, 2025, as presented. Dr. Meixell made a motion, seconded by Mrs. Sanchez. Motion carried unanimously, 4-0.

	Dr. Marcelino Varona Jr.	Dr. Angela Meixell	Mrs. Dina Sanchez	Dr. Melisa Lunderville	Dr. Carrie Pottinger
AYE	X	X	X	X	Excused Absence
NAY					
ABSTAIN					

B. Future Meeting Agenda times

- a. Second Reading and Approval of Board Policies SCCPCCD Section 5000-5100.
- b. Approval of the Emergency Operations Plan.

C. Future Meeting Date

- a. Wednesday, March 18, 2026, at 3:00 p.m.

4. ADJOURNMENT

Dr. Varona entertained a motion to adjourn this meeting at 4:46 p.m. Dr. Meixell made a motion to adjourn this meeting, seconded by Mrs. Sanchez. Motion carried unanimously, 4-0.

	Dr. Marcelino Varona Jr.	Dr. Angela Meixell	Mrs. Dina Sanchez	Dr. Melisa Lunderville	Dr. Carrie Pottinger
AYE	X	X	X	X	Excused Absence
NAY					
ABSTAIN					

Minutes presented respectfully by:

Mr. Greg Lucero
SCCPCCD CEO