

NOTICE

PUBLIC MEETING OF THE GOVERNING BOARD OF THE COCHISE COUNTY COMMUNITY COLLEGE DISTRICT

Pursuant to ARS §38-431.02, notice is hereby given to the members of the Governing Board of the Cochise County Community College District and to the general public that the Board will hold a regular meeting open to the public on **Tuesday, March 13, 2018, beginning at 6 p.m., at the Cochise College Willcox Center, 470 N. Bisbee Avenue, Willcox, AZ 85643.**

The Board may vote to hold an executive session for the purpose of obtaining legal advice, either in person or via telephonic conference call, from the Board's attorney on any matter listed on the agenda pursuant to A.R.S. § 38-431.03(A)(3).

COCHISE COLLEGE GOVERNING BOARD MEETINGS ARE HELD IN A NON-SMOKING ENVIRONMENT

AGENDA

1. GENERAL FUNCTIONS

1.01 Call to Order

1.02 Pledge of Allegiance

1.03 Adoption of Agenda

1.04 Citizen's Interim

This is an opportunity for public comment. Unless comment relates to agenda items, Board action is limited to directing staff to study and/or schedule the matter for future consideration. Members of the Board may also respond to criticism. In situations where a number of persons desire to present comments, the Governing Board Chair may impose reasonable time limits on each person's comments and an overall time limit on public comments in general.

1.05 Standing Reports

INFORMATION

1.05.1 Representative to the Arizona Association of District Governing Boards (AADGB)

Mrs. Jane Strain, representative to the AADGB, will provide a report.

1.05.2 Senate

The Governing Board will review the Senate report provided within the packet.

1.05.3 Student Government Association (SGA)

A Student Government Association report will not be provided.

- 1.05.4 College President
The President will provide:
- *Legislative Update*
 - *Master Facilities Plan Update*
 - *General Comments*
- 1.05.5 Monthly Financial Report – February 2018
The Governing Board will review the Financial Report for February 2018.

2. NEW BUSINESS *

ACTION

All items with an asterisk are consent matters unless they are removed from the consent agenda at this time. Any item may be removed from the consent agenda by any Governing Board member. Consent Agenda items will be approved by one motion and there will be no specific discussion of these items.

2.01 Consent Agenda *

- 2.01.1 * Classified Staff; Appointment (*Joshua Groves, HVAC Senior Technician, Sierra Vista Campus*)
- 2.01.2 * Administrative Staff; Appointment (*Charles Williams, Network Administrator, Sierra Vista Campus*)
- 2.01.3 * Administrative Support; Transfer (*Sharrina Cook-General, Media and Communications Coordinator, Sierra Vista Campus*)
- 2.01.4 * Classified Staff; Resignation (*Lawrence Bingham, Maintenance Supervisor Mechanical/HVAC, Sierra Vista Campus*)
- 2.01.5 * Classified Staff; Resignation (*Stephen Clemmer, Facilities Services Technician III, Sierra Vista Campus*)
- 2.01.6 * Classified Staff; Resignation (*Jose Sodari, Grounds/Building Maintenance Supervisor, Douglas Campus*)
- 2.01.7 * Administrative Staff; Resignation (*Joe Scott Arledge, Director of Procurement Services, Sierra Vista Campus*)
- 2.01.8 * Coach; Resignation (*Matteus Johnson, Assistant Women's Soccer Coach, Douglas Campus*)
- 2.01.9 * Faculty; Resignation (*Catherine Laganosky, Instructor of Business Administration, Sierra Vista Campus*)
- 2.01.10 * Classified Staff; Retirement (*Elma Mossor, Executive Administrative Assistant for Information Technology, Sierra Vista Campus*)
- 2.01.11 * Administrative Staff; Retirement (*Debra Wright, Science Lab Manager, Douglas Campus*)
- 2.01.12 * Coach; Termination (*Yvonte Neal, Assistant Coach Women's Basketball, Douglas Campus*)
- 2.01.13 * Classified Staff; Reduction in Force (*Lydia DeYoung, Department Assistant VBOC, Downtown Center*)
- 2.01.14 * Classified Staff; Reduction in Force (*Patty Leyva, Office Assistant I, Student Support Services, Douglas Campus*)
- 2.01.15 * Administrative Staff; Reduction in Force (*Joanne Darbee, Cooperative Education and Career Coordinator, Sierra Vista Campus*)
- 2.01.16 * Administrative Staff; Reduction in Force (*Margaret Evangelesta, Director of Veterans Business Outreach Center, District-wide based at the Downtown Center*)

- 2.01.17 * Faculty; Reduction in Force (*Donald Wirthlin, Instructor Unmanned Aerial Systems, Douglas Campus*)
- 2.01.18 * Faculty; Non-Renewal of Contract (*Shaun McGuire, Instructor of Biology, District-wide*)
- 2.01.19 * Acceptance of Minutes for February 6, 2018 – Regular Meeting
- 2.01.20 * Acceptance of Minutes for February 13, 2018 – Work Session Meeting

***** Introduction of New Employees *****

- 2.02 Faculty Emeritus
Administration is requesting the Board adopt a motion to confer Faculty Emeritus status upon Mr. Norman Bates and Mr. David Pettes.
- 2.03 RFP #10-17-0009 Food Services Management
Administration is requesting the Board adopt a motion to authorize the President to execute a contract with A'viands, Inc. to continue providing food service management for the district.
- 2.04 2018-2019 Student Tuition and Fee Schedule
Administration is requesting the Board adopt a motion to approve the tuition and fee schedule for FY2019, as presented.

3. INFORMATION ITEMS

INFORMATION

- 3.01 Communications
The college received the following communications:
 - *Dr. Rottweiler received an email from Mindy Sherman, Benson High School Counselor, commending Barbara Richardson, Celia Jenkins, Rita Miller, and Tonya Randolph noting these college employees are top notch professionals who go above and beyond to help the school bring opportunities to students. Ms. Sherman along with Principal Ben Rodriquez expressed their appreciation for making the Accuplacer testing available to them.*
 - *Dr. Rottweiler received a letter from National College Testing Association (NCTA) congratulating the college testing center for being awarded the NCTA Test Center Certification for both, the Sierra Vista Campus and the Douglas Campus testing centers following a committee site visit. The certification is valid for five years. The college testing center will also receive a plaque to display the official NCTA Certification.*
- 3.02 Revised Governing Board Policy 628 – Sick Leave – Benefited Employees
Revised Governing Board Policy 628 – Sick Leave – Benefited Employees, is presented as a first-read for review and consideration. The proposed revised policy aligns with recent changes to state statute expanding the definition of “family” to include “any other individual related by blood or affinity whose close association with the employee is the equivalent of a family relationship”.
- 3.03 Revised Governing Board Policy 633 – Sick Leave – Benefited Employees
Revised Governing Board Policy 633 – Sick Leave – Benefited Employees is presented as a first-read for review and consideration. The proposed revised policy aligns with recent changes to state statute expanding the definition of “family” to include “any other individual related by blood or affinity whose close association with the employee is the equivalent of a family relationship”.

- 3.04 Revised Governing Board Policy 654 – Bereavement Leave
Revised Governing Board Policy 654 – Bereavement Leave is presented as a first-read for review and consideration. The proposed revised policy aligns with recent changes to state statute expanding the definition of “family” to include “any other individual related by blood or affinity whose close association with the employee is the equivalent of a family relationship”.
- 3.05 Willcox Center Report
Barbara Richardson, Assistant Dean of Outreach, will provide a brief welcome and Willcox Center update.
- 3.06 Liberal Arts Report
Dr. Eric Brooks, Dean of Liberal Arts, will provide a Liberal Arts Report of events for 2018.
- 3.07 Administrative Computing Report
Dr. Verlyn Fick, Executive Vice President/Provost, will provide a progress report on Administrative Computing.
- 3.08 Development of the FY19 Preliminary Budget Update
Administration will update the Governing Board on the FY19 preliminary budget development.

4. COMMENTS FROM GOVERNING BOARD MEMBERS

The Board Chair will turn the time over to Board members to provide comments/share information.

5. ADJOURNMENT

The public is invited to check for addenda, which may be posted up to 24 hours prior to the meeting. This information may also be obtained through the office of the Executive Assistant to the President, Cochise College, 901 N. Colombo Avenue, Sierra Vista, Arizona, 85635, (520) 515-5401.

For Disability Accommodations, please notify the Executive Assistant to the President at least 24 hours prior to the scheduled Governing Board Meeting. Telephone number is listed above.

GOVERNING BOARD OF COCHISE COLLEGE

I, Crystal Wheeler, certify that this notice of public meeting, prepared pursuant to A.R.S. §38-431.02, was posted on the 9th day of March, 2018, by 5 p.m. o'clock.

Crystal Wheeler

Crystal Wheeler, Executive Assistant
Office of the President