



Maricopa County Community College District Governing Board Minutes April 14, 2015

Agenda Review and a Work Session of the Maricopa County Community College District Governing Board were scheduled to be held beginning at 6:00 p.m. at the District Support Services Center, 2411 West 14th Street, Tempe, Arizona, pursuant to A.R.S. Section 38-431.02, notice having been duly given.

GOVERNING BOARD

Tracy Livingston, President
Johanna Haver, Secretary
Doyle Burke, Member
Alfredo Gutierrez, Member
John Heep, Member
Jean McGrath, Member
Dana Saar, Member

ADMINISTRATION (AGENDA REVIEW)

Rufus Glasper
Felicia Ganther for Maria Harper-Marinick
Debra Thompson
LaCoya Shelton-Johnson
Ed Kelty

ADMINISTRATION (WORK SESSION)

Rufus Glasper
Felicia Ganther for Maria Harper-Marinick
Debra Thompson
LaCoya Shelton-Johnson
Ed Kelty

AGENDA REVIEW

Agenda Review began at 6:10 p.m. Board President Tracy Livingston then took the assembly through the proposed agenda for the April 28, 2015 Regular Board Meeting. Clarification was asked on a few items as they were presented; below are requests made by Board Members for additional information.

CONSENT AGENDA

- **ITEM 13.2 APPROVAL OF PHOENIX COLLEGE AGREEMENT WITH SOUTHWEST HUMAN DEVELOPMENT PROVIDING CHILD CARE SERVICES**
 - Will the company use the on-site campus location? (Yes.)
 - Is this program eligible for subsidy through Head Start? (Yes.)
 - Does this contract meet our new security needs? (Yes.)
- **ITEM 13.3 APPROVAL OF RIO SALADO COLLEGE NEXT GENERATION COURSEWARE CHALLENGE SUBAWARD**
 - Will this be part of the *RioLearn* system? (There is no reason why it couldn't be incorporated into *RioLearn* but this is a pilot project that will be in only two courses.)
 - Is this a new Learning Management System (LMS)? (No, it is a technology that augments retention and competency in courses.)
- **ITEM 14.1 APPROVAL OF LICENSE AGREEMENT BETWEEN MESA COMMUNITY COLLEGE AND THE COLLEGE OF SAINT SCHOLASTICA**
 - Will this ever expand beyond a single classroom? (Unknown.)
 - Who/what is Saint Scholastica? (A current university transfer partner, fully accredited and vetted, and part of the City of Mesa's consortium. The city has been bringing in many members to promote higher education.)
- **ITEM 14.2 APPROVAL OF BUDGETED EXPENDITURE AMENDMENT FOR FY 13-14**
 - Why is the historical documentation attached to this request? (It provides the history of MCCC'D's current practice of using actual levels to calculate the expenditure limitation value. This allows for greater compliance and provides some carry forward resources when the projected budget is adjusted back using actual expenditures.)

- **ITEM 15.1 APPROVAL OF EXTENSION OF THE REVISED FIRST AMENDED INTERGOVERNMENTAL AGREEMENT BETWEEN THE CITY OF MESA, MESA PUBLIC SCHOOL DISTRICT NO. 4, AND THE MARICOPA COUNTY COMMUNITY COLLEGE DISTRICT FOR INFORMATION AND TECHNOLOGY AND RELATED SERVICES**
 - In what capacity will MCCCCD be sharing IT resources? (This will allow members to collaborate more effectively with each other, for example, getting a better price on technical equipment when bought in bulk. Specific benefits will be provided to the Board.)
 - What is MCCCCD doing to ensure data security is met by all members? (No plans would move forward unless they met MCCCCD security protocols.)
 - Is there specific language in the IGA to ensure that? Does the City of Mesa send student data to MCCCCD? (The IGA states that the approval of MCCCCD's CIO is required; other language is written in the contract. Language will be added to the action item on what is stated specifically regarding this in the IGA for clarity.)
 - What are the projected cost savings? (The agreement allows for a better bulk rate on purchases, but nothing has yet to be specified.)
 - Is there a sunset on this agreement? (It is slated to expire in 2019 with an option to extend for another five years.)

NON-CONSENT AGENDA

- **ITEM 17.1 APPROVAL OF PRELIMINARY PROPOSED FY15-16 BUDGET**
 - There is a lot of money being spent on advertising. Government should not spend money on advertising. Where is the full amount detailed in the budget? (It is likely in general institutional; line item details are not included in this report. That would be part of the full budget report provided on a thumb drive to Board members previously.) The Board needs to look at the budget line by line and look for ways to cut expenses.
 - MCCCCD is not the only game in town so it needs to advertise. Proprietary schools in workforce development charge more; MCCCCD is doing a favor to students to let them know it is here and costs less. There is urgency felt in getting more people to gain degrees because of the needs of the future workforce. Students may gain a degree at MCCCCD at a lesser cost.
 - The Board's ultimate policy act is to adopt the budget. The Board should be able to question any line item. However, other Board members feel MCCCCD is spending too little on advertising. MCCCCD needs to find a way to use limited resources better and target them specifically.
 - Advertising should be considered more of a public service to alert the community on what services, which community members are paying for, are available.
 - Consider more online/electronic marketing rather than print-based. That's a national trend.
 - Consider bringing in marketing group to speak to Board about plans. (Administration will gladly establish an opportunity to discuss advertising plans.)
 - A Board Member commented that MCCCCD should do more outreach and some things, such as billboards and car wraps, don't inform anyone and should be dropped.
 - Concerns rose about insurance costs, especially regarding liability (i.e., having a poisonous snake on campus). What is MCCCCD paying for? (Details will be provided to the Board.)

- What is the process for FMLA? How does one get FMLA? (FMLA is afforded to any employee that has worked a certain number of hours each year, in compliance with federal regulations. A treating physician must verify the need and oversee the leave. Employees are eligible for up to 12 weeks of leave annually. FMLA is a very prescribed process and there are requirements of the employer, as well. It was established to protect employees from adverse employment actions due to illness.)
 - Is this separate from accumulated sick leave? (They would run concurrently. Employees on FMLA are not guaranteed to receive pay while on leave unless they have a balance of unused sick leave (or vacation time).)
- **ITEM 17.3 APPROVAL OF CYBER INSURANCE**
 - Does ASU have something similar? (This will be investigated and reported to the Board.)
 - Will MCCCCD have secondary coverage before June? (Unknown; the application process requires information from all colleges so it will take some time to gather.)

ADJOURNMENT

Agenda Review was adjourned at 6:06 p.m.

CALL TO ORDER

The Work Session was called to order immediately after.

POLICY DISCUSSION

President Livingston introduced the discussion of Section 4.0—Governance Process and turned the meeting over to Ms. Teresa Toney, Manager of the Office of Public Stewardship. Ms. Toney remarked that the discussion continues from the Policy Committee discussion held earlier that day. The focus of the discussion on Section 4.0 relates to policies about MCCCCD's own operations on how to interact with each other and with the community. If Board members do not like anything stated, language and process can be changed through existing processes.

Ms. Toney took members through some of the sections noted in Sections 4.0-4.12.

Mr. Saar, Chair of the Policy Committee, provided a schedule of topics to be discussed in the committee for the remainder of the year. Section 4.1 will be discussed at the June policy committee meeting so Ms. Toney did not address it. Section 4.2 detailed how the Board would operate and defined its leadership and duties. A question came up regarding requests for reports from individual Board members. Ms. Toney remarked that language in Section 3.1 Unity of Control detailed the process of working with the Chancellor. Ms. Toney remarked that she was available as a resource if there were any questions about what language may currently exist in policy. She stated that there is language already established that would help Board members navigate any situation that might arise (i.e., citizen who comes with requests; grievances; etc.) Ms. Toney then moved on to 4.3 Board Job Descriptions. Board members need to become familiar with its policies and consider additional professional growth opportunities such as those provided by the Association of Community College Trustees (ACCT). Section 4.5 Board Meetings provides rules of order. Again, Ms. Toney stated, if current language is not sufficient, it can be amended to provide express direction. Section 4.7 Linkage with the Community can be accomplished with strategic conversations, town halls, community forums, and surveys. This Board may want to schedule more proactive events to gather feedback.

A Board member noted policy drives everything MCCCCD does. It is important that Board members are confident about why MCCCCD exists and what it should do. The Board sets outcomes. Board members should listen to their communities and provide what they are asking for. It is Board members' responsibility to understand what their communities want MCCCCD to accomplish.

It was recommended that a larger-scale survey be periodically done to get feedback as individual Board members going out in to the community only reach a small number of people. This would reach a broader spectrum of community members.

MCCCD did conduct a marketing survey last summer and data will be shared with the Board again on the results of that effort.

Ms. Toney concluded by stating the Board Policies and Chancellor's Administrative Regulations are living documents under continuous review. If they are not serving their intended purpose, they will be changed.

ADJOURNMENT

The Work Session was adjourned at 6:25 p.m.

Johanna Haver
Governing Board Secretary