

**COCONINO COUNTY COMMUNITY COLLEGE
DISTRICT GOVERNING BOARD**

REGULAR MEETING

AUGUST 18, 2015



**COCONINO COUNTY COMMUNITY COLLEGE
MINUTES OF A REGULAR MEETING
OF THE
DISTRICT GOVERNING BOARD
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A Regular Meeting of the Coconino County Community College District Governing Board was held in the Board Room at the Lone Tree Campus at 2800 S. Lone Tree, Flagstaff, Arizona 86005. Board Chair, Ms. Patricia Garcia, called the meeting to order at 5:05 pm.

PRESENT: Patricia Garcia
Lloyd Hammonds
Patrick Hurley
Marie Peoples
Nat White

ABSENT: None

Also Present: Ms. Veronica Hipolito, CCC Interim President; Ms. Randi Axler, Dr. Monica Baker, Mr. Dan Begay, Ms. Colleen Carscallen, Mr. Jeffrey Dollins, Legal Counsel, Ms. Jennifer Dufresne, Mr. Mark Easton, Mr. Brian Francis, Mr. Larry Hendricks, Ms. Veronica Hipolito, Mr. Jeff Jones, Dr. Ingrid Lee, Mr. Tim McGee, Dr. Michael Merica, Ms. Suzzanna Rodriguez, Dr. Russ Rothamer, Ms. April Sandoval, Ms. Mary Anne Schrade, Mr. Robert Sedillo, Mr. Joe Traino, Ms. Jami Van Ess, and Mr. Bob Voytek.

Reports, summaries, background material, and other documents referred to in these minutes can be found in the August 18, 2015 Documents File.

Follow Up

- The Board would like to review Dr. Merica’s Coconino County wage and employment data more thoroughly at the September work session.
- The Board would like to receive routine updates on the prioritization process.

Important Dates

September 1, 2015	Foundation Board Meeting
September 11, 2015	Foundation Annual Meeting and Scholarship Breakfast
September 22, 2015	Joint Foundation/DGB Meeting
October 10, 2015	Page Golf Tournament

ADOPTION OF AGENDA

Dr. Marie Peoples moved to approve the agenda and Mr. Patrick Hurley seconded the motion. The agenda was approved as presented.

ADOPTION OF CONSENT AGENDA

- A. Work Session, Budget Meeting, TNT Meeting, Special Budget Meeting and Regular Meeting Minutes – May 26, 2015
- B. Special Meeting Minutes – June 9, 2015
- C. Special Meeting Minutes – June 16, 2015
- D. Retreat Minutes – June 29-30, 2015
- E. Work Session and Special Meeting Minutes – July 28, 2015
- F. Separations/New Hires

Mr. Lloyd Hammonds moved to approve the Consent Agenda and Dr. Marie Peoples seconded. The motion was unanimously approved.

FOLLOW UP ITEMS

Dr. Michael Merica sent the Board the information they requested on County employment data and wages. The Board would like to review the slide more thoroughly at the September work session.

INTRODUCTION OF GUESTS

There were no guests present.

CALL TO THE PUBLIC

There was no public comment.

CCC EXCELLENCE AND STUDENT SUCCESS

Dr. Ingrid Lee and Mr. Jeff Jones gave a presentation related to four grants that CCC has received and how they have been implemented to assist with student success. The grants presented were: Science Foundation Arizona + 8, Bridges to Baccalaureate, Southwest Native Lands, and the NASA Space Grant.

ACTION ITEMS

Data Storage System – Ms. Jami Van Ess

The College's current data storage system is reaching the end of its useful life. A bid process was conducted for a replacement system and one bid was received. Funds for the project will be taken from STEM monies.

Mr. Lloyd Hammonds moved that the Board approve the award to cStore in the amount of \$141,899. Dr. Nat White seconded the motion and it was unanimously approved.

Replacement of 13 HVAC Units in Page – Ms. Jami Van Ess

Thirteen of the HVAC units at the Page Campus are in need of replacement as they are 18 years old and are experiencing increased equipment failures. Funding for the project comes from the College's deferred maintenance plan. The purchase is part of the Mohave Educational cooperative agreement.

Mr. Patrick Hurley moved that the Board adopt the College's recommendation for the purchase of 13 package heating and air conditioning units from Pueblo Mechanical for a total project cost of \$175,903.57.

INFORMATION REPORTS

District Governing Board

AADGB Update – Mr. Lloyd Hammonds

AADGB met on July 23rd. That meeting included the adoption of four goals for this coming year:

- Advocate for community colleges.
- Engage K-12 to address opportunities to foster improvements throughout secondary and higher education.
- Develop greater communication and unification among district governing boards.
- Provide professional development opportunities.

Other items discussed at the meeting were:

- Developing a system for recognizing former members.
- Mr. Lloyd Hammonds has been re-elected as chair for AADGB.
- AADGB is working aggressively to revamp their website.
- AADGB will be hosting the Arizona Caucus at the ACCT Congress in October.

CCC Foundation – Dr. Nat White

Dr. White highlighted a number of important dates related to the foundation. Those included:

September 1, 2015	Foundation Board Meeting.
September 11, 2015	Annual Meeting, Alumni Awards and Breakfast
September 22, 2015	Joint Foundation/DGB meeting
October 10, 2015	Lake Powell Golf Tournament

The foundation has generated \$16,500 in sponsorships for the annual meeting. Mr. Lloyd Hammonds pledged \$1,500 as a matching donation for this event.

Business Administrative Services – Ms. Jami Van Ess

Budget Status Report

Ms. Van Ess reviewed the Budget Status Report. For additional details on the report, see the August 18, 2015 documents file.

FY 15 Budget to Unaudited Report

Ms. Van Ess reviewed the FY15 Budget to Unaudited Report. For additional details on the report, see the August 18, 2015 documents file.

GASB Statement 68

The Governmental Accounting Standards Board (GASB) has issued update number 68, entitled *Accounting and Financial Reporting for Pension Plans*. GASB is a nongovernmental body

charged with setting authoritative standards of accounting and financial reporting for state and local governments. This update requires that schools start recognizing debts for pension funds. The Arizona State Retirement System recently conducted an employer audit with CCC and their preliminary data indicates that this will result in approximately \$11 million dollars for the College. The audited financial statements will reflect a significant change from this update. The audited financial statements will also reflect notes explaining the variance.

Business and Administrative Services Reorganization

Ms. Van Ess presented the business office reorganization. Please see the August 18, 2015 documents file for details on the reorganization.

NAPEBT Clinic Update

NAPEBT has awarded a contract to VERA Whole Health to operate a clinic for NAPEBT employees and the clinic will be opening in November. NAPEBT has also expressed an interest in renting space at the Page Instructional Site to provide service to employees in that area.

Academic Affairs– Dr. Russ Rothamer

Academic Affairs Interim Dean Update

Dr. Rothamer presented an update on the Interim Dean positions. Dr. Rothamer chose to backfill the Arts and Sciences Dean position with two candidates for 11 months. The results of the prioritization project will then be used to outline one permanent dean position. This strategy will result in an approximate \$40,000 savings for the College.

Prioritization Update

Dr. Rothamer gave the Board a handout that includes the timeline, mission, purpose, goals, and guiding principles for this project.

The Board would like to receive routine updates on the Prioritization Process.

President's Information Report – Ms. Veronica Hipolito

Ms. Veronica Hipolito gave highlights of the President's Report including:

- Continuation of the TRiO student support services grant for an additional five years
- Continuation of the Perkins Grant
- Business and Administrative Services response to new federal Supercircular accounting requirements
- The Alumni Picnic and other efforts to increase alumni engagement from Institutional Affairs
- Academic Affairs efforts to increase enrollment at the Page Instructional Site.

There will be a strategic planning report at the next board meeting and the College is on track for completing the strategic plan on time.

ANNOUNCEMENTS AND FUTURE AGENDA ITEMS

The next DGB meeting will be September 22, 2015 and will be the Joint DGB/Foundation meeting. This meeting is currently scheduled at the Fourth Street Campus.

The next Foundation Board meeting will be September 1, 2015.

MEETING EVALUATION

None.

ADJOURNMENT: A motion to adjourn the meeting at 6:51 pm was made by Mr. Patrick Hurley and seconded by Dr. Nat White.

MINUTES PREPARED BY:

April Sandoval
Board Recorder

ATTEST:

APPROVED:

Lloyd Hammonds
Vice Chair/Secretary of the Board

Patricia Garcia
Board Chair