

**COCONINO COUNTY COMMUNITY COLLEGE  
DISTRICT GOVERNING BOARD**

**WORK SESSION**

**AUGUST 18, 2015**



**COCONINO COUNTY COMMUNITY COLLEGE  
MINUTES OF A WORK SESSION  
OF THE  
DISTRICT GOVERNING BOARD  
AUGUST 18, 2015**

A Work Session of the Coconino County Community College District Governing Board was held at the Lone Tree campus in the Board Room at 2800 S. Lone Tree Road, Flagstaff, Arizona 86005. Board Chair, Ms. Patricia Garcia, called the meeting to order at 4:00 pm.

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

ABSENT: None

Also Present: Ms. Veronica Hipolito, Interim President, Dr. Monica Baker, Mr. Dan Begay, Ms. Gayle Benton, Mr. Brian Harris, Mr. Larry Hendricks, Mr. Jeff Jones, Dr. Ingrid Lee, Mr. Tim McGee, Dr. Russ Rothamer, Ms. April Sandoval, Ms. Mary Anne Schrade, Mr. Scott Talboom, and Ms. Jami Van Ess.

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

**Follow Up**

- Discussion on the topic of policy governance will be rescheduled until after the ACCT congress in October.
- The quarterly round table discussions will be postponed until we are further through the presidential search process.
- Ms. April Sandoval will send a copy of the handout related to Presidential Evaluation to the Board. Please review the handout and send any changes or comments to Ms. Sandoval by September 1st. Ms. Veronica Hipolito and Mr. Lloyd Hammonds will prepare an evaluation instrument and bring it back to the board at a later meeting.

**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

**FOLLOW UP ITEMS**

Ms. Patricia Garcia reviewed the follow up items. The first item was related to the President's Evaluation process and is on the agenda for today's meeting.

Only one board member will be able to attend the ACCT pre-conference session on policy governance.

Discussion on the topic of policy governance will be rescheduled until after the ACCT congress in October.

The quarterly round table discussions will be postponed until we are further through the presidential search process.

## **DISCUSSION/INFORMATION ITEMS**

### **A. President's Evaluation Timeline and Recommendations**

Mr. Lloyd Hammonds began his presentation with a handout with recommendations for the President's Evaluation process. For additional details on this handout, please see the August 18, 2015 documents file. The document contained recommendations, definition of presidential areas of responsibility, timeline, various types of rating scales, and samples of evaluation forms.

Part one of the evaluation form would relate to goals for the president that would be set at the start of each academic year. Part two would provide quantitative and qualitative evaluation each of the following seven areas of presidential responsibility: *Governance & Communication; Vision & Planning; Financial Management; External Relations; DGB Relations; Modeling CCC Values; and Overall Direction of the College.*

Mr. Hammonds asked for direction from the Board on how to proceed with this project. The Board would like to see some additional information on how some areas are evaluated when the Board may not have firsthand knowledge of the President's performance in these areas. The Board would like to use an overall evaluation of each area (Option 1 in the handout) and a three point rating scale.

- Flesh out some items as to how the information to evaluate the President comes to the DGB
- Option 1 for how to build the evaluation tool
- Three point rating scale

Ms. April Sandoval will send a copy of the handout to the Board. Please review the handout and send any changes or comments to Ms. Sandoval by September 1<sup>st</sup>. Ms. Veronica Hipolito and Mr. Lloyd Hammonds will prepare an evaluation instrument and bring it back to the board at a later meeting.

The Work Session Adjourned at 4:44 pm.

### **MINUTES PREPARED BY:**

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April Sandoval  
Board Recorder

**ATTEST:**

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Lloyd Hammonds  
Vice Chair/Secretary of the Board

**APPROVED:**

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Patricia Garcia  
Board Chair