

**COCONINO COUNTY COMMUNITY COLLEGE
DISTRICT GOVERNING BOARD**

REGULAR MEETING

OCTOBER 27, 2015



**COCONINO COUNTY COMMUNITY COLLEGE
MINUTES OF A REGULAR MEETING
OF THE
DISTRICT GOVERNING BOARD
OCTOBER 27, 2015**

A Regular Meeting of the Coconino County Community College District Governing Board was held in at the Fourth Street campus in Room C4 at 3000 N. Fourth Street, Flagstaff, Arizona 86004. Board Chair, Ms. Patricia Garcia, called the meeting to order at 5:50 pm.

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

ABSENT: None

Also Present: Ms. Veronica Hipolito, CCC Interim President; Mr. Dan Begay, Ms. Gayle Benton, Ms. Colleen Carscallen, Mr. Mark Easton, Ms. Rachel Edelstein, Mr. Brian Francis, Mr. Greg Giangobbe, Mr. Larry Hendricks, Mr. Jeff Jones, Ms. Siri Mullaney, Ms. Suzzanna Rodriguez, Dr. Russ Rothamer, Ms. April Sandoval, Mr. Carl Scott, Mr. Wesley Scott, Mr. Robert Sedillo, Mr. Richard Travis, and Ms. Jami Van Ess.

Reports, summaries, background material, and other documents referred to in these minutes can be found in the October 27, 2015 Documents File.

Follow Up

- Mr. Lloyd Hammonds will bring the proposed dates for the second year of the Governance Institute for Student Success back to the Board when they have been proposed.

Important Dates

November 17, 2015	DGB Meeting
December 8, 2015	Foundation Board Meeting

ADOPTION OF AGENDA

Mr. Patrick Hurley moved to approve the agenda and Mr. Lloyd Hammonds seconded the motion. The agenda was approved as presented.

ADOPTION OF CONSENT AGENDA

Special Meeting Minutes, September 14, 2015

Minutes of the Work Session and Regular Board Meeting, September 22, 2014

Employment Separations/New Hires

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

FOLLOW UP ITEMS

Ms. Veronica Hipolito addressed the follow up item related to making employees whole. That terminology was first used in 2010 and was a principle for decision making at the time. Since this was direction from the Board it can be changed at any time.

INTRODUCTION OF GUESTS

Ms. Rachel Edelstein introduced Mr. Richard Travis for Triadvocates, the College's lobbyist from Triadvocates who will be giving a presentation tonight.

CALL TO THE PUBLIC

There was no public comment.

LEGISLATIVE UPDATE

Mr. Richard Travis gave a brief legislative update to the Board based on what he feels will happen this legislative session and for a couple of years to come. There are many discussions happening related to discontinuing state funding for all community colleges, proposition 301 funding, and the possibility of reconsidering the bill related to property taxes that was vetoed by our previous governor.

CCC EXCELLENCE/STUDENT SUCCESS – Peer Advising Program

Mr. Brian Francis gave a presentation to the Board on the Peer Advising Program. This program was initiated in Fall 2013 with funding from the TAACCCT grant. The College has benefited from the program by having additional advising during peak periods, allowing more capacity for one to one advising, being able to offer campus tours, additional workshops, additional clubs and student life events. The data collected on the program has shown positive results and based on that data, the College will continue funding the program when the TAACCCT grant ends.

ACTION ITEMS**Amended Intergovernmental Agreement with the City of Flagstaff** – Ms. Jami Van Ess

Ms. Jami Van Ess presented an intergovernmental agreement with the City of Flagstaff that allows the Flagstaff Public Library to take over 500 square feet at the Fourth Street campus vacated by Tony's Barbershop. The City of Flagstaff would pay \$5,400 per year for this space. This rate was based on the rate recently approved for CAVIAT with some changes based on the City of Flagstaff providing its own custodial staff and alarm system. The City asked for an additional concession because the College uses space in the Tuba City Library for adult education services without a rental fee.

The recommendation is that the District Governing Board adopts a motion authorizing the Interim President to sign Amendment 1 of the IGA with the City of Flagstaff.

Dr. Nat White moved to accept the recommendation as read. Dr. Marie Peoples seconded the motion and it was unanimously approved.

Extension of Interim President's Contract – Ms. Patricia Garcia

The current contract for Interim President, Veronica Hipolito, ends on December 31, 2015 and the incoming President does not join the College until February 1, 2016. To maintain the position

of Interim President, the Interim President's contract will need to be extended through January 31, 2016. The recommendation is that the Board approve an addendum for extension of the contract for Interim President Veronica Hipolito through January 31, 2016.

Mr. Lloyd Hammonds suggested a change to addendum to read through January 31, 2016 rather than until January 31, 2016.

Mr. Patrick Hurley moved to accept the recommendation with the changes suggested by Mr. Hammonds. Mr. Lloyd Hammonds seconded the motion and it was unanimously approved.

INFORMATION REPORTS

District Governing Board

AADGB Update – Mr. Lloyd Hammonds

The next AADGB meeting is November 12, 2015. AADGB has contacted the Association of Community Colleges to establish dates for the second year of the Governance Institute for Student Success and Mr. Hammonds will bring those dates back to the Board as soon as they are available.

Alliance – Mr. Patrick Hurley

Alliance will not meet again until November 13, 2015.

CCC Foundation – Dr. Nat White

The Foundation Board met on October 13, 2015. Items the Board discussed were:

- The Foundation Board/DGB joint meeting
- The Annual Meeting which netted \$20,000 in donations
- A demonstration of a new search software that allows the Foundation to locate foundations and corporations that can assist in funding projects
- An inspiring story from scholarship recipient Rachel Vance

The next Foundation Board meeting will be December 8, 2015 and will focus on strategic planning.

Business Administrative Services – Ms. Jami Van Ess

Budget Status Report

Ms. Van Ess reviewed the Budget Status Report and narrative. For additional details on the report, see the October 27, 2015 documents file.

Annual Security Report

Mr. Greg Giangobbe presented the Annual Security Report. There were some changes to the report this year based on changes to the Clery Act. Many of the new requirements are based on the Violence Against Women Act (VAWA) and focus on training for employees and information provided to students. For additional details on the report, see the October 27, 2015 documents file.

Mr. Giangobbe also reviewed the current configuration of the security force and the types of incidents they are trained to respond to. Mr. Giangobbe will be conducting an evaluation of campus security as a part of the next strategic plan.

FY 16 Budget Document

Ms. Van Ess reviewed the FY 16 Budget Document. This document reflects all of the work completed in the budget process and was produced with help from people throughout the College. This document follows the Government Finance Officers best practice format to provide information for the Board and Community out how the financial documents relate to the strategic plan and other planning documents. Ms. Van Ess highlighted the major sections of the document and explained the materials included in each section. For additional details on the document, see the October 27, 2015 documents file.

Academic Affairs– Dr. Russ RothamerHLC Faculty Credentials

The Higher Learning Commission released updated guidelines for faculty credentials on October 1, 2015 that would go into effect on September 1, 2017. These guidelines will have the greatest impact on dual enrollment and part time faculty members. Dr. Rothamer and Academic Affairs are identifying faculty members who do not meet the new guidelines and working with those faculty members to complete additional training. That information will be brought to the President's Cabinet with suggestions for how to help faculty achieve the necessary qualifications and the resources needed for this process. Dr. Rothamer would like to have this process completed before the December holidays so that affected faculty can start taking classes in Spring 2016.

President's Information Report – Ms. Veronica Hipolito

Ms. Hipolito highlighted a few items in the President's Report. Dr. Rothamer completed training with the Higher Learning Commission to be an accreditation reviewer and he was recognized by the Coconino County Board of Supervisors for his service on the Coconino Workforce Investment Board. The Marketing and Public Relations department received two bronze honors at the Western District Conference of the National Council for Marketing & Public Relations. We are the middle of the employee giving drive and have reached the goal of 60% of employees donating to the College. We are very excited to have reached this milestone and this will be helpful as a non-profit organization when seeking grants and other funding opportunities. There is a luncheon this week to recognize employees who participated in employee giving.

ANNOUNCEMENTS AND FUTURE AGENDA ITEMS

The next DGB meeting will be November 17, 2015.

The next Foundation Board meeting will be December 8, 2015.

MEETING EVALUATION

The Board felt it was a good opportunity to be on the Fourth Street Campus.

ADJOURNMENT: A motion to adjourn the meeting at 7:35 pm was made by Mr. Patrick Hurley and seconded by Dr. Marie Peoples.

MINUTES PREPARED BY:

April Sandoval
Board Recorder

ATTEST:

Lloyd Hammonds
Vice Chair/Secretary of the Board

APPROVED:

Patricia Garcia
Board Chair