

**COCONINO COUNTY COMMUNITY COLLEGE  
DISTRICT GOVERNING BOARD**

**REGULAR MEETING**

**NOVEMBER 17, 2015**



**COCONINO COUNTY COMMUNITY COLLEGE  
MINUTES OF A REGULAR MEETING  
OF THE  
DISTRICT GOVERNING BOARD  
NOVEMBER 17, 2015**

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 5:35 pm.

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

ABSENT: None

Also Present: Ms. Veronica Hipolito, CCC Interim President; Dr. Monica Baker, Mr. Dan Begay, Ms. Gayle Benton, Ms. Colleen Carscallen, Ms. Kimmi Grulke, Mr. Brian Harris, Mr. Larry Hendricks, Mr. Jeff Jones, Mr. Tim McGee, Ms. Siri Mullaney, Ms. Suzzanna Rodriguez, Ms. April Sandoval, Dr. Colleen A. Smith, Mr. Scott Talboom, Ms. Jami Van Ess and Mr. Daniel Vigil.

Reports, summaries, background material, and other documents referred to in these minutes can be found in the November 17, 2015 Documents File.

**Follow Up**

- Ms. April Sandoval will send out an updated board meeting schedule as soon as it is available.
- Mr. Lloyd Hammonds asked board members to look at their calendars by the next meeting and bring back their availability on September 9, 2016 or September 16, 2016 for the GISS follow up session.

**Important Dates**

December 8, 2015	Foundation Board Meeting (Retreat)
January 27, 2016	DGB

Ms. Patricia Garcia introduced Dr. Colleen A. Smith, the incoming college President, who will be joining us on February 1, 2016.

**ADOPTION OF AGENDA**

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

**ADOPTION OF CONSENT AGENDA**

Minutes of the Work Session and Regular Board Meeting, October 27, 2015  
Employment Separations/New Hires

Mr. Lloyd Hammonds moved to approve the Consent Agenda and Mr. Patrick Hurley seconded the motion. The motion was unanimously approved.

**FOLLOW UP ITEMS**

Mr. Lloyd Hammonds will discuss the item related to the Governance Institute for Student Success in the AADGB report later in the meeting.

**INTRODUCTION OF GUESTS**

There were no guests present.

**CALL TO THE PUBLIC**

There was no public comment.

**CCC EXCELLENCE/STUDENT SUCCESS – 2012-2015 STRATEGIC PLAN FINAL REPORT – Ms. Veronica Hipolito**

Ms. Veronica Hipolito reviewed the 2012-2015 Strategic Plan Final Report. For additional details on the report, please see the November 17, 2015 documents file.

The College exceeded the 80% completion threshold for the plan by a significant amount. Ms. Hipolito congratulated all of the college employees for their efforts in completing these initiatives.

**ACTION ITEMS****2016-2020 Strategic Plan** – Ms. Veronica Hipolito

Ms. Veronica Hipolito reviewed the 2016-2020 Strategic Plan in the work session and provided a brief summary of that discussion. Ms. Hipolito explained Board of the differences between this plan and the former plan. Based on the feedback from the work session, Ms. Hipolito will make the measures section of the plan more clear before the document is released to the public.

Dr. Nat White made a motion to approve the plan. Mr. Lloyd Hammonds seconded the motion.

Discussion on the motion focused on a possible modification to the motion that would make the approval subject to the modifications discussed in the work session. The Board did not support the change to the motion.

The motion to approve the plan was unanimously approved.

**2016 Meeting Schedule** – Ms. April Sandoval

Ms. April Sandoval presented the 2016 DGB Meeting Schedule to the Board. The Board suggested moving the meeting dates to Wednesdays. Mr. Patrick Hurley made a motion to accept with the 2016 DGB Meeting Schedule with the modification of changing the day of the meeting to Wednesday. Mr. Nat White seconded the motion and it was unanimously approved.

Ms. April Sandoval will send out an updated board meeting schedule as soon as it is available.

**Change to Policy 24-00** – Ms. Patricia Garcia

The Board reviewed a suggested change to Policy 24-00 Officers and Selection that would move the election of board officers and committee representatives to the last business meeting of the year instead of January. There was a concern that moving the election process would not allow newly elected members to run for office. The Board did not make a motion to accept this change.

**ELECTION OF BOARD CHAIR, VICE CHAIR/SECRETARY AND COMMITTEE REPRESENTATIVES**

Since there were no changes made to Policy 24-00, this agenda item could not be moved forward and will occur at the January meeting.

**INFORMATION REPORTS**

**District Governing Board**

AADGB Update – Mr. Lloyd Hammonds

AADGB met on November 12, 2015. One of the agenda items related to follow up to the April 2015 Governance Institute for Student Success (GISS) event. AADGB is planning to host a follow up GISS meeting on either September 9, 2016 or September 16, 2016 and would like to have the participation of trustees and college presidents. The event would be a full day agenda with meeting times from 8:00 am to 4:00 pm. Mr. Hammonds asked board members to look at their calendars by the next meeting and bring back their availability.

AADGB also heard a legislative update, a proposal for a joint meeting of the Arizona Community College Coordinating Council and AADGB, and a possible letter of support for a review of the state standards related to the vendor for the high school equivalency exam.

AADGB members will be visiting community colleges as a way of improving communication and learning about other community college boards. Mr. Hammonds is visiting Yavapai College after the first of the year as part of this initiative. The College will be hosting a trustee from another college as well.

Alliance – Mr. Patrick Hurley

Alliance met on November 13, 2015. Mr. Patrick Hurley was not able to attend so Ms. Jami Van Ess gave the Alliance update. Alliance reviewed the large number of ballot initiatives Alliance members are considering for the 2016 election. The next Alliance meeting will be January 22, 2016 and the College will be hosting that meeting.

CCC Foundation – Dr. Nat White

The Foundation did not meet in November. The Foundation Board will meet on December 8, 2016 for a half day retreat. The Foundation has also developed an ad hoc committee to review Foundation procedures related to finance.

**2016 DGB Activity Calendar** – Ms. April Sandoval

Ms. April Sandoval reviewed the 2016 DGB Activity Calendar which includes the recurring items that will come before the Board each year. This is a draft document for the next year and we will add additional items if necessary.

**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 November 17, 2015 documents file.

**President’s Information Report** – Ms. Veronica Hipolito

Ms. Veronica Hipolito began her report by introducing Dr. Monica Baker who has been appointed as the Interim Vice President of Academic Affairs and will serve in that position through the end of December. Ms. Hipolito and Dr. Colleen A. Smith are working on a longer term plan for an interim and permanent replacement for this position.

Ms. Hipolito highlighted several items on the President’s Report including the Joint Council of President’s meeting, the 45<sup>th</sup> Day Enrollment Report, the work Facilities has done on the Page Campus and the most recent Arizona State Board of Nursing site visit.

**ANNOUNCEMENTS AND FUTURE AGENDA ITEMS**

The next DGB meeting will be January 27, 2016.

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

**MEETING EVALUATION**

The meeting evaluation included a question on how members of the public would place an item on the agenda.

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

**MINUTES PREPARED BY:**

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April Sandoval  
Board Recorder

**ATTEST:**

**APPROVED:**  
  
\_\_\_\_\_  
Patricia Garcia  
Board Chair

\_\_\_\_\_  
Lloyd Hammonds  
Vice Chair/Secretary of the Board