

**COCONINO COMMUNITY COLLEGE
DISTRICT GOVERNING BOARD**

WORK SESSION

APRIL 27, 2016



**COCONINO COMMUNITY COLLEGE
MINUTES OF A WORK SESSION
OF THE
DISTRICT GOVERNING BOARD
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A Work Session of the Coconino Community College District Governing Board was held in the Board Room at the Lone Tree Campus 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: Colleen A. Smith, PhD, CCC President, Ms. Gayle Benton, Ms. Colleen Carscallen, Ray Chaira, Ms. Summer Dennis, Mr. Mark Easton, Dr. Dudley Gardner, Mr. Greg Giangobbe, Mr. Brent Goyette, Ms. Kimmi Grulke, Ms. Veronica Hipolito, Mr. Jeff Jones, Mr. Andrew Lawlor, Ms. Emily Lizotte, Mr. Alan Maguire, Dr. Michael Merica, Ms. Siri Mullaney, Ms. April Sandoval, Mr. Scott Talboom, Ms. Sonia Tris, Ms. Jami Van Ess, Mr. Daniel Vigil, and Mr. Bob Voytek.

Reports, summaries, background material and other documents referred to in these minutes can be found in the April 27, 2016 documents file.

Follow Up

- There were no follow up items.

Important Dates

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May 11, 2016	Student Awards Ceremony
May 12, 2016	Nursing Pinning Ceremony
May 13, 2016	Commencement
May 25, 2016	DGB Meeting

FOLLOW UP ITEMS

Ms. Patricia Garcia reviewed the follow up items with the Board. The one outstanding item will be discussed at today's meeting.

DISCUSSION/INFORMATION ITEMS

A. Educational Outreach – Dr. Colleen A. Smith

Dr. Colleen A. Smith asked Mr. Alan Maguire of The Maguire Company to assist with this presentation. Mr. Maguire is providing guidance and leadership in the process of determining if the College should pursue an educational outreach campaign and possible override.

The process of gathering information is underway and President Smith has convened a Citizens Review Panel. The Panel will bring forward a recommendation to the President after their final meeting on May 4, 2016. The College has also fielded a survey to the public. These efforts will provide multiple sources of information for the Board to help them determine if the College should move forward in going to the public to ask for further assistance.

Mr. Maguire also discussed what would happen if a decision was made to move forward. Following that decision, the Board would have to call election in the next few months, prepare formal ballot language and submit it to the County; prepare an information pamphlet that includes pro and con statements to provide voters with objective information; and reach out to the community to provide information.

It is important to keep in mind that as elected officials, Board members have much more discretion than staff members. Staff members are required by law to provide only facts on the campaign while Board members can participate in more of an advocacy role.

Dr. Smith would like to thank members of our staff that have put in a lot of extra time to put together information in a meaningful format to present to our community members.

B. Tentative Budget and Property Tax Information – Ms. Jami Van Ess

Ms. Jami Van Ess reviewed the tentative budget and property tax information presentation. For additional details on this presentation, please see the April 27, 2016 documents file. The budget being presented is the maximum amount that the College can request. Moving forward, the Board can request a reduction in the budget but cannot exceed the budget amount presented today. Ms. Van Ess reviewed the budget cycle, performance measures, strategic plan support, general fund projections, revenues and expenditures for all funds, the budgets for all funds, the budget timeline, the state budget document, and the truth in taxation notice.

Questions on the presentation focused on how the College would replace items paid for with the TAACCCT grant funds; the funds created by the fiscal austerity plan and where those funds are included in the budget; changes in how budget monies are accounted for with the new GASB rules for pension funds; what the College is doing to help address the point where the revenue and expenditure lines cross into a structural deficit; the items included in the budget projections for revenue and expenditures; and the retirement date for the College's bond.

C. Security – Ms. Jami Van Ess

Ms. Jami Van Ess reviewed the security presentation. For additional details on this presentation, please see the April 27, 2016 documents file. Topics covered included background information, timeline of college input and discussions, an overview of the results of a security survey, an overview of college safety and security plan, benefits of post-certified peace officers, items included in the FY 17 budget, and next steps. This presentation was developed in response to direction from the Board in the Fall of 2015.

Questions on the presentation included the response rate for the security survey; what makes an officer post-certified; how many full time security officers the College has; whether or not

students were included in the security survey; whether the \$68,000 funding request is in addition to existing security funding; what trainings could be offered to faculty, students, and staff under the new plan; ways this plan would allow for collaboration with the law enforcement community; the support we have received from the law enforcement community; development of a behavioral intervention program and additional efforts for campus safety; how many post-certified officers will be included in the changes; when the College would see armed officers on each campus (if the Board adopts the proposed plan); the process for training and bringing on post-certified officers; whether or not there would be armed officers at the Page Campus; the security needs at the Page Instructional Site; how security changes would be assessed; how physical requirements factor in; and what current officers would have to do to qualify as post-certified officers.

Mr. Lloyd Hammonds requested that the College solicit input from students about the proposed changes in security. Mr. Hammonds also requested that we review the changes in six months to a year to determine if adequate funding has been allocated to security changes.

D. Campus Climate Survey Results – Dr. Michael Merica

Dr. Michael Merica reviewed the campus climate survey results. For additional information on this presentation, please see the April 27, 2016 documents file. Topics covered included rated responses, open ended responses, answers by primary role, a comparison to the 2010 survey results, and the responses to the shared governance portion of the survey.

Dr. Marie Peoples is interested in seeing how the College works with the items identified in the survey and would like to see the College not only to improve the areas identified as issues but also work to maintain the positive items.

Dr. Colleen Smith discussed some of the efforts she is working on to develop trust at the College. One of these ideas is a possible reorganization of the College that Dr. Smith will be bringing to the Board as an information item.

Ms. Patricia Garcia commented on the lack of participation from part time faculty and the need to solicit input and feedback from these faculty members. Ms. Garcia also felt there was a danger in asking for input when people aren't seeing follow up to the responses and encouraged everyone to remember that we have asked for input and will have to provide follow up.

Mr. Patrick Hurley commented on the negative side of the results and his wish that we engage the people giving negative responses as part of the solution to these challenges.

E. Reorganization Survey Results – Dr. Dudley Gardner

Dr. Dudley Gardner gave a presentation on the reorganization survey. For additional details on the survey please see the April 27, 2016 documents file. This survey was fielded after the climate survey with the goals of meeting the Higher Learning Commission requirements to assess the structure of the College and to fulfill a promise to assess the success of the recent reorganization in Academic Affairs. The questions in the survey were developed by the Deans and Faculty Senate. This survey showed a good response rate from Part Time Faculty.

Dr. Gardner highlighted the survey results that related to possible changes to faculty evaluations. The responses to this survey show that faculty do not see that the current faculty evaluation process improves teaching and student learning. The impetus for improving the Faculty evaluations comes from a commitment to improving the learning environment on campus.

ADJOURNMENT: The Work Session Adjourned at 5:58 pm.

MINUTES PREPARED BY:

Ms. April Sandoval
Board Recorder

Mr. Lloyd Hammonds
Vice Chair/Secretary of the Board

Ms. Patricia Garcia
Board Chair