

**COCONINO COMMUNITY COLLEGE
DISTRICT GOVERNING BOARD**

REGULAR MEETING

AUGUST 20, 2025



**COCONINO COMMUNITY COLLEGE
MINUTES OF A REGULAR MEETING
OF THE
DISTRICT GOVERNING BOARD
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A Regular Meeting of the Coconino Community College District Governing Board was held in person in the Board Room at Coconino Community College, 2800 S. Lone Tree Rd., Flagstaff, AZ. Board Chair Joey Smith called the meeting to order at 5:50 pm.

PRESENT: Mr. Joey Smith, Board Chair
Mr. Patrick Hurley, Board Vice Chair/Secretary (Zoom)
Mr. Eric Eikenberry
Ms. Patricia Garcia
Dr. Nat White

ABSENT: None

Also Present: President Eric Heiser, Ms. Kirsten Mead, Dr. Adriana Flores-Church, Ms. Dianna Sanchez, Dr. Jami Van Ess, Mr. Tony Williams, Mr. Shane Pablo, Ms. Alimah Damgaard, Ms. Amelia Mason, Ms. Amelinda Webb, Mr. Brian Blue, Ms. Cathleen Banier-Goff, Ms. Colleen Carscallen, Mr. David Asencio, Dr. David Borofsky, Ms. Kay Leum, Mr. Keith Becker, Mr. Kurt Stull, Dr. Mark Maciha, Mr. Nolan Begaye, Ms. Randi Axler, Mr. Richard Bowen, Mr. Ryan Bouwhuis, and Ms. Sonni Marbury.

The August 20, 2025 documents file contains reports, summaries, background materials, and other documents referenced in these minutes.

ADOPTION OF AGENDA

Trustee Eikenberry moved to approve the agenda and Trustee Garcia seconded the motion. The agenda was approved as presented (Trustee Eikenberry, Trustee Garcia, Trustee Hurley, Chair Smith, and Trustee White voting in favor).

ADOPTION OF CONSENT AGENDA

Trustee Garcia moved to approve the consent agenda, and Trustee Eikenberry seconded the motion. The agenda was approved as presented (Trustee Eikenberry, Trustee Garcia, Trustee Hurley, Chair Smith, and Trustee White voting in favor).

INTRODUCTION OF GUESTS

Ms. Janel States introduced Dr. David Borofsky, Executive Director of the Arizona Association of Community College Trustees, Mr. Richard Bowen, Genterra Representative, and Foundation Board President Mr. Brian Blue.

CALL TO THE PUBLIC

There was no response to the call to the public.

ACTION ITEMS

A. Deed Restriction Agreement with City of Page & GE Page, LLC – President Heiser

President Heiser presented the deed restriction amendment related to the Page student housing/workforce housing project, explaining that the amendment clarifies that workforce housing is permitted on the same site as student housing. Although not legally required, legal counsel recommended the Board formally accept the deed restriction to “dot i’s and cross t’s.”

CCC entered into a ground lease agreement with Genterra Enterprises, now known as Page GE (“Developer”) on April 21, 2022, for developing and operating residential multifamily housing development on CCC-owned property located in Page, Arizona (“Leased Property”) for use by CCC’s students and/or employees, and to provide housing for members of the Page-area community at large (“Workforce Housing”), specifically for local employers to provide housing for their employees.

Currently, the development for inclusion of Workforce Housing and other potential uses of the Leased Property are likely prohibited by a restriction. The purpose of this Agreement is to remove the restriction from portions of the Leased Property based on the City of Page (“City”) recognizing the need to increase housing options for Page-area workers in service, teaching, public safety, and blue-collar industries.

The City and Developer have created and signed the Agreement and have included CCC to sign and hereby consent the Agreement including its exhibits.

Board Discussion:

- Clarified that the action does not specify a number of units; it simply allows workforce housing in addition to student housing.
- Trustees acknowledged the investors’ need for legal clarity.

Trustee Eikenberry moved to approve the deed restriction agreement and authorize the President to sign on behalf of the College. Trustee Garcia seconded the motion. The motion passed unanimously. (Trustee Eikenberry, Trustee Garcia, Trustee Hurley, Chair Smith, and Trustee White voting in favor).

B. FY2026 Arizona Community College Promise Fund – President Heiser

President Heiser presented a request to formally codify the CCC Promise program to comply with new statewide requirements for participation in the Arizona Community College Promise Fund. The CCC Promise has existed since President Heiser’s arrival and will now be officially adopted by Board action. CCC will receive approximately \$100,000 annually from the statewide Promise Fund.

For the first time, the State has allocated \$3 million to support the Arizona Community College Promise Program, enabling expanded access to community college education for Arizona residents. Under A.R.S. § 15-1705, each community college district must establish and manage its own Promise scholarship fund. Funds are continuously appropriated and can cover any cost of attendance (not limited to tuition), with up to 10% of the funding received allowed for administrative and student support services.

The Arizona Board of Regents oversees the distribution of the Promise Program funds:

- 20% of the total appropriation is split equally among all community college districts.
- 80% is distributed proportionally, based on each district's share of statewide full-time equivalent student enrollment from the prior fiscal year.

This year's distribution is made possible by the reallocation of a larger-than-typical accumulated balance in the Spouses of Military Veterans Scholarship Program. While \$2.89 million is available for FY2026 Community College Promise distributions, future distributions are expected to be approximately \$800,000 annually, subject to available balances, related obligations, and future statutory changes.

Coconino Community College established the Comet Promise Program in FY2025 and this State allocation would provide an additional \$93,039 to CCC for FY2026.

Trustee White moved to codify the CCC Promise Program, and Trustee Eikenberry seconded the motion. The motion passed unanimously (Trustee Eikenberry, Trustee Garcia, Trustee Hurley, Chair Smith, and Trustee White voting in favor).

C. Anti-Hazing Policy Approval – Mr. Tony Williams

VP Tony Williams presented the new Anti-Hazing Policy, required by the Stop Campus Hazing Act of 2024, amending the federal Clery Act.

The Stop Campus Hazing Act of 2024 amended the federal Clery Act to require all institutions of higher education receiving federal financial aid to adopt, publish, and enforce clear policies and procedures that prohibit hazing. Compliance requires that CCC implement:

- A clear and federally aligned definition of hazing.
- A documented process for anonymous and confidential reporting.
- A twice-annual public Campus Hazing Transparency Report.
- Inclusion of hazing data in the Annual Security Report (ASR).
- Regular education and prevention training for students and employees.

Board Discussion:

- Trustees confirmed the last sentence of the policy had been updated to read:
"Consent or participation by the victim does not excuse or justify a violation of this hazing prevention policy."

Trustee Garcia moved to approve the Anti-Hazing Policy with amended language and Trustee White seconded. The motion passed unanimously (Trustee Eikenberry, Trustee Garcia, Trustee Hurley, Chair Smith, and Trustee White voting in favor).

D. DGB Priorities/Goals and President/Administration Goals – President Heiser

President Heiser presented the Board's annual goals (developed at the June retreat) and corresponding President/Administration goals.

- **Board Goals:**
 - Anticipate and Adapt to Change
 - Expand Opportunity Through Comprehensive Student Support
 - Foster Long-Term Institutional Sustainability
 - Make Data-Informed Decisions

- **Administration Goals:**
 - Staff and Cabinet developed supporting short-term, multi-year, and stretch goals under each Board goal.

Board Discussion:

- Example: CCC's rapid EMT training response in Fredonia demonstrates Goal #2 in action.
- Trustees discussed explicitly referencing Proposition 490 (bond election) within the goals to reflect the significant institutional focus on facility expansion.
- Clarification that the President's Cabinet refined and vetted the goals after Board direction.
- Trustee Garcia stated that while understanding the reasoning, that we are largely abandoning verbiage that was in for the past several years about being welcoming and inclusive and the spirit of that is largely gone.

Trustee White moved to approve the 2025–26 Board and Administration goals. and seconded by Trustee Eikenberry. The motion passed unanimously (Trustee Eikenberry, Trustee Garcia, Trustee Hurley, Chair Smith, and Trustee White voting in favor).

E. Policy Change Approval

There were no substantive changes in the policies reviewed by the attorneys that required Board action.

INFORMATION AND REPORTS

A. Board Reports

i. ACCT/AC4 Updates – Trustee Eikenberry and Dr. David Borofsky

- Trustees were encouraged to attend the ACCT Annual Congress in October 2025.
- AC4/ACCT joint meetings are taking place in Flagstaff with discussions on legislative priorities and bylaw updates.

ii. Foundation Board – Trustee White

- Officers elected: Brian Blue (President) and Sam Proctor (Vice President/Treasurer).
- Conservative but flexible investment strategy reviewed.
- Approved FY25–26 budget.
- The Foundation is preparing to support the bond campaign through fundraising and naming opportunities.

iii. Alliance Report – Dr. Van Ess

- Flagstaff Unified School District will host next year.
- CCC is scheduled to host in the following calendar year.

B. Other Reports

There were no other reports.

C. Business & Administrative Services – Preliminary FY25 Budget vs. Actual – Dr. Van Ess

Dr. Van Ess provided preliminary unaudited results for the fiscal year ending June 30, 2025.

- Revenues at 108% of budget.
- Expenditures at 89.8% of budget.

- Overall positive variance of \$413,802 across all funds.
- Scholarships temporarily under budget, likely due to timing and qualification factors; additional awards expected in spring.
- PTOS property tax ruling compliance noted — funds received, but PTOC is appealing.

The Board discussed:

- The PTOC is complying with the court order to release the funds they were holding to the College while they appeal the decision.
- Joint DGB/Foundation Board meeting in October— DGB Trustees should bring forth questions to ask the Foundation Board.
- Scholarships include the internal Promise Program, state grants, internal financial aid provided by the College and why students may not have applied or qualified for these programs, causing the difference in the budget report.

D. President's Report – President Heiser

President Heiser played the July Comet Chronicles video for the Board and discussed the successful Kaibab Campus Grand Opening, which was well attended.

- E. EXECUTIVE SESSION** At 6:49 pm, a motion was made by Trustee White to enter into Executive Session pursuant to A.R.S. § 38-431.03(A)(7), the District Governing Board may vote to enter Executive Session for discussion and possible action regarding ongoing real estate matter involving the High County Training Academy, existing and proposed lease agreements, and/or purchase of real property. Trustee Eikenberry seconded the motion and unanimously approved (Trustee Eikenberry, Trustee Garcia, Trustee Hurley, Chair Smith, and Trustee White voting in favor).

RECONVENED IN OPEN SESSION

Trustee White motioned to reconvene in open session. Trustee Garcia seconded the motion, which was unanimously approved (Mr. Eikenberry, Ms. Garcia, Mr. Hurley, Mr. Smith, and Dr. White voting in favor). The meeting resumed in open session at 7:24 pm.

ACTION ITEM FROM EXECUTIVE SESSION

The District Governing Board convened into Executive Session to discuss the potential for a real estate partnership with the City of Flagstaff and Coconino County. The discussion centered around the potential purchase of the Timberline Shooting Range in Flagstaff, AZ. The agreement would involve the three entities purchasing the range for use by the High Country Training Academy (HCTA) and for purposes related to law enforcement training. The City, the College, and the County would enter into an Intergovernmental Agreement (IGA) that would stipulate all the necessary commitments by each entity. The District Governing Board authorized President Heiser to commit the college to the purchase in an amount not to exceed \$1,000,000 (one million dollars) on the College's side. It is expected that the City of Flagstaff will commit \$1,000,000 (one million dollars) and the County will commit \$350,000 (three-hundred-and-fifty-thousand-dollars).

Trustee Eikenberry moved to authorize President Heiser to commit the college to the purchase of the Timberline Shooting Range in an amount not to exceed \$1,000,000 (one million dollars) and was seconded by Trustee Hurley. The motion passed unanimously (Trustee Eikenberry, Trustee Garcia, Trustee Hurley, Chair Smith, and Trustee White voting in favor).

ADJOURNMENT

With no further business, Chair Smith adjourned the meeting at 7:29 pm.

FOLLOW UP

None.

MINUTES PREPARED BY:

Ms. Kirsten Mead
Board Recorder

ATTEST and APPROVED:

Mr. Patrick Hurley
Vice Chair/Secretary of the Board

Mr. Joey Smith
Board Chair