

**COCONINO COMMUNITY COLLEGE
DISTRICT GOVERNING BOARD**

WORK SESSION

AUGUST 20, 2025



**MINUTES OF A WORK SESSION
OF THE
DISTRICT GOVERNING BOARD
AUGUST 20, 2025**

A Work Session 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 4:05 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, Mr. Lawrence Tillson, Ms. Linda Tillson, Dr. Mark Maciha, Mr. Nolan Begaye, Ms. Randi Axler, Mr. Ryan Bouwhuis, Ms. Sarah Heemstra, and Ms. Sonni Marbury.

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

1. FOLLOW UP ITEMS – Chair Smith

There were no follow up items to discuss at this meeting.

2. DISCUSSION/INFORMATION ITEMS

A. President's Update – President Heiser

• Bond Election Update

- President Heiser provided an update on the \$100 million bond election. Public presentations are ongoing and have been well received.
- **Williams Outreach:** At the Williams City Council meeting, attended by Trustee Eikenberry, the Mayor publicly voiced support for the bond. Community members asked questions about homeschoolers' participation in dual credit and the duration of the tax credit.
- **Media & Outreach:** VP Sanchez conducted a follow up interview with the Williams-Grand Canyon News. The informational flyers are available for distribution to trustees, staff, and the community.
- **Pamphlet:** The Voter Information Pamphlet (VIP), including 26 pro-statements and no opposition statements, is at the printer awaiting final approval.
- **Advocacy:** Any future advocacy materials will be coordinated through a political action committee led by former County Manager Steve Peru.

- **Timeline:** Presentations will continue until the second week of October, when ballots are mailed.

Trustees commended President Heiser on the clarity and effectiveness of his presentations.

- **Workforce Housing / Mountain Line RFP**

- President Heiser updated the Board on Mountain Line's housing RFP, noting developers have been shortlisted.
- The College remains attentive to progress since workforce housing is a shared need in Flagstaff and Page.

- **Flagstaff Unified School District (FUSD) – Kinsey Elementary & Traffic Planning**

- **Project Overview:** FUSD and NAU executed a land swap for a new Kinsey Elementary School. Construction is expected to begin this fall.
- **Traffic Mitigation:** A new roundabout on Lone Tree Road is planned to manage traffic. FUSD has invited CCC to participate by adding a campus cut-out entrance from the roundabout.
- **Board Discussion:**
 - Estimated cost is ~\$700,000; clarification is needed on the cut-out or full road development with urban trail replacement.
 - Trustees expressed interest in reviewing design drawings before approving expenditure.
 - Potential benefits include improved access, enhanced campus visibility, and alignment with future housing development.
 - Concerns were raised regarding the narrow I-40 underpass and overall traffic flow.
- **Next Steps:** CCC staff (led by VP Van Ess) will continue working with engineers and bring forward formal proposals, with associated costs, in September.

- **High Country Training Academy (HCTA) IGA**

- Renewal of the intergovernmental agreement (IGA) with the City of Flagstaff for HCTA was postponed until September to allow for legal review by the City Attorney.
- The current agreement remains valid through the end of September.

3. Policy Review – Chair Smith

- The Board reviewed the following policies with recommended updates provided by College legal counsel.
 - Policy 01-00 Vision, Mission, Valuing People, and Guiding Principles
 - Policy 05-00 Governance
 - Policy 20-00 Legal Structure
 - Policy 21-00 Code of Ethics
 - Policy 22-00 Roles/Responsibilities
 - Policy 23-00 Conflict of Interest
 - Policy 504-00 Comprehensive Anti-Hazing

The Trustees had no questions or concerns with the proposed revisions, except for a brief discussion regarding the use of the term 'inclusive' in one policy.

- Policy 504-00 Comprehensive Anti-Hazing
 - Update mandated by federal requirements to ensure continued eligibility for specific funding.
 - Hazing is defined in the accompanying procedure, referencing Arizona Revised Statutes and guidance from the Clery Center.
 - Trustees requested refinement of the final sentence to read: *“Consent or participation by the victim does not excuse or justify a violation of this hazing prevention policy.”*
 - Hazing data will be included in the Clery Report going forward, as required.
- 4. Board Portal – Diligent Community – Chair Smith**
 - A demonstration of the Diligent Community portal will be scheduled during an upcoming work session.
- 5. Draft 2026 Meeting Calendar**
 - The October 2026 meeting date will be adjusted to avoid conflict with the ACCT Annual Congress.
 - The April 2026 DGB meeting will be scheduled in Page, Arizona.
- 6. Follow Up**
 - Finalize and clarify cost and design details for the roundabout traffic mitigation related to the new Kinsey Elementary School, including potential college participation and budget timing for FY27.
 - Monitor progress on Mountain Line workforce housing RFP and provide updates to the board via biweekly emails or the September meeting.
 - Conduct a full board demonstration of the Diligent board portal system at the next work session, including consideration for extending that work session duration.
 - Report updates to the Board in biweekly emails and September work session.
 - Bring the updated High Country Training Academy IGA to the September meeting after City Attorney review and provide the Board with enrollment/attrition trends for future academies.

ADJOURNMENT: The Work Session adjourned at 5:04 pm.

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