

**COCONINO COMMUNITY COLLEGE  
DISTRICT GOVERNING BOARD**

**REGULAR MEETING**

**SEPTEMBER 28, 2016**



**COCONINO COMMUNITY COLLEGE  
MINUTES OF A REGULAR MEETING  
OF THE  
DISTRICT GOVERNING BOARD  
SEPTEMBER 28, 2016**

A Regular Meeting of the Coconino Community College District Governing Board was held in Room C3 at the Fourth Street Campus at 3000 N. Fourth Street, Flagstaff, Arizona 86004. Board Chair, Ms. Patricia Garcia, called the meeting to order at 5:35 pm.

**PRESENT:** Patricia Garcia  
Lloyd Hammonds  
Patrick Hurley  
Nat White

**ABSENT:** Marie Peoples

Also Present: Dr. Colleen Smith, CCC President, Ms. Colleen Carscallen, Mr. Nick Cersosimo, Ms. Jessica Cortes, Mr. Greg Cross, Ms. Lori Edwards, Ms. Amy Faull, Dr. Dudley Gardner, Ms. Julie Glade, Mr. Brian Harris, Mr. Larry Hendricks, Ms. Veronica Hipolito, Mr. Jeff Jones, Dr. Andrew Lawlor, Ms. Heidi Lofgren, Mr. Jeff Meilbeck, Dr. Michael Merica, Ms. Barbara Mendez, Mr. Mark Molinaro, Ms. April Sandoval, and Mr. Bob Voytek.

Reports, summaries, background material and other documents referred to in these minutes can be found in the September 28, 2016 documents file.

Follow Up
• None

Important Dates	
October 26, 2016	DGB Meeting – Page Instructional Site

**ADOPTION OF AGENDA**

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

**ADOPTION OF CONSENT AGENDA**

Minutes of a Work Session, August 24, 2016  
Minutes of a Regular Meeting, August 24, 2016  
Separations/New Hires

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

## **FOLLOW UP ITEMS**

Ms. Patricia Garcia reviewed the follow up items with the Board. The October Board meeting will include action items related the President's Evaluation process.

## **INTRODUCTION OF GUESTS**

Mr. Jeff Meilbeck, NAIPTA; Ms. Jessica Cortes and Ms. Heidi Lofgren, City of Flagstaff; Amy Faull, Juli Glade, Barbara Mendez, Mark Molinaro, and Nick Cersosimo, Northern Arizona University students.

## **CALL TO THE PUBLIC**

There was no response to the call to the public.

## **COMMUNITY EDUCATION PRESENTATIONS**

### **NAIPTA – Mountain Line Tax Continuation – Mr. Jeff Meilbeck**

Mr. Jeff Meilbeck from NAIPTA provided information on Proposition 411 which is a continuation of the Mountain Line sales tax. For additional details on this presentation, please see the September 28, 2016 documents file.

Mr. Meilbeck also gave an update on the CCC bus pass program. We have issued 650 passes and NAIPTA is seeing a 50% increase in ridership at both Flagstaff campuses when comparing September to April numbers.

### **City of Flagstaff – Municipal Courthouse – Ms. Jessica Cortes**

Ms. Jessica Cortes from the City of Flagstaff gave a presentation on Proposition 412 which is a proposal for issuance of a portion of the bonds necessary to build a new courthouse and parking garage. For additional details on this presentation, please see the September 28, 2016 documents file.

## **ACTION ITEMS**

### **Havasupai Tribe Distance Learning Agreement** – Dr. Dudley Gardner

Dr. Dudley Gardner and Mr. Gregory Cross presented this agenda item and gave the history of the College's work with the Havasupai Tribe.

Dr. Dudley Gardner recommended that the District Governing Board adopt a motion authorizing the College President to sign a one (1)-year agreement with the Havasupai Tribe for adult education distance learning services.

Mr. Lloyd Hammonds made a motion to accept Dr. Gardner's recommendation. Dr. Nat White seconded the motion and it was unanimously approved.

### **Clinical Practicum Agreements with Facility Partners**– Dr. Dudley Gardner

Dr. Dudley Gardner presented this agenda item to approve clinical practicum agreements with the facilities that partner with our healthcare programs.

Dr. Dudley Gardner recommended that the District Governing Board adopt a motion authorizing the College President to sign clinical practicum agreements with the aforementioned facility

partners, for an initial term from September 1, 2016, through August 31, 2018, with two (2) additional two (2) year renewal options.

Mr. Patrick Hurley made a motion to accept the recommendation, Dr. Nat White seconded the motion and it was unanimously approved.

## **INFORMATION REPORTS**

### **District Governing Board**

#### **Academic Affairs** - Dr. Dudley Gardner

##### **Student Success**

Dr. Dudley Gardner talked about the College's commitment to student success and some of the ways we are working to increase student success.

##### **Assessment Update**

Our most recent report from the Higher Learning Commission requires that the College submit a follow-up report on assessment. We are moving forward with ideas for how to address the issue of assessment, developing measures to use in the assessment process, and finding ways to improve student learning.

#### **Business Administrative Services** – Ms. Jami Van Ess

##### **Budget Status Report**

Ms. Jami Van Ess included a written report for the Board. For additional details on the report, please see the September 28, 2016 documents file.

#### **Student Engagement** - Ms. Veronica Hipolito

Ms. Veronica Hipolito gave the Board an update on the College welcome reception desk at the Lone Tree Campus. We are working to make that area more welcoming for students and the public.

#### **President's Information Report** Dr. Colleen Smith

Dr. Colleen Smith reviewed her President's Information Report with the Board and spoke of the many wonderful things that are happening at the College. Dr. Smith also highlighted an effort not included in the report. The business process redesign is bringing the whole campus together to find barriers for students and help them overcome these barriers. Dr. Smith also spoke of a collaborative effort between Financial Aid and the Math Department to work across departments to get rid of silos and help our students.

## **ANNOUNCEMENTS AND FUTURE AGENDA ITEMS**

The next District Governing Board meeting will be October 26, 2016 at the Page Instructional Site.

The next Foundation Board meeting will be October 19, 2016.

## **MEETING EVALUATION**

The Board felt this was a great meeting that moved quickly.

ADJOURNMENT: Mr. Patrick Hurley made a motion to adjourn the meeting at 6:34 pm. The motion was seconded by Dr. Nat White and unanimously approved.

**MINUTES PREPARED BY:**

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Ms. April Sandoval  
Board Recorder

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Mr. Lloyd Hammonds  
Vice Chair/Secretary of the Board

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Ms. Patricia Garcia  
Board Chair