

**COCONINO COMMUNITY COLLEGE
DISTRICT GOVERNING BOARD**

REGULAR MEETING

AUGUST 21, 2017



**COCONINO COMMUNITY COLLEGE
MINUTES OF A REGULAR MEETING
OF THE
DISTRICT GOVERNING BOARD
AUGUST 21, 2017**

A Regular Meeting 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 5:20 pm.

PRESENT: Patricia Garcia
Lloyd Hammonds
Patrick Hurley
Marie Peoples

ABSENT: Nat White

Also Present: Dr. Colleen Smith, CCC President; Dr. Monica Baker, Dr. Kimberly Batty-Herbert, Mr. Dan Begay, Mr. Ron Burian, Dr. Dudley Gardner, Ms. Kimmi Grulke, Mr. Larry Hendricks, Ms. Veronica Hipolito, Mr. Ron Hurle, Ms. Kay Leum, Ms. Siri Mullaney, Ms. Suzzanna Rodriguez, Ms. April Sandoval, Mr. Dietrich Sauer, Mr. Kurt Stull, Mr. Scott Talboom, and Ms. Jami Van Ess.

Reports, summaries, background material and other documents referred to in these minutes can be found in the August 21, 2017 documents file.

Follow Up	
<ul style="list-style-type: none"> The District Governing Board asked the President to develop goals to support these priorities and asked the President to add a verb to the beginning of each statement to denote action. The Board gave direction that they would like to review information on how the College compares to other community colleges in the state at a future meeting. 	

Important Dates	
September 8, 2017	Foundation Annual Meeting
September 20, 2017	DGB Meeting – Joint meeting with Foundation Board

ADOPTION OF AGENDA

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

ADOPTION OF CONSENT AGENDA

Minutes of a Special Meeting, July 12, 2017
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

Ms. Patricia Garcia reviewed the follow up item with the Board which will be discussed at today's meeting.

INTRODUCTION OF GUESTS

There were no guests present. Ms. Jami Van Ess introduced Mr. Ron Burian, Director of Purchasing and Auxiliary Services.

CALL TO THE PUBLIC

There was no response to the call to the public.

ACTION ITEMS

Addendum 1 to the Intergovernmental Agreement (IGA) to Extend the Pilot Bus Pass Program with the Northern Arizona Intergovernmental Public Transportation Authority (NAIPTA) – Ms. Jami Van Ess and Ms. Veronica Hipolito

Ms. Jami Van Ess and Ms. Veronica Hipolito presented this agenda item to continue the bus pass program with NAIPTA. Ms. Hipolito also gave an update on the use of bus passes over the last year.

Dr. Marie Peoples made a motion that the District Governing Board authorize the College President to sign Addendum 1 to the IGA with NAIPTA for the Pilot Bus Pass Program. Mr. Lloyd Hammonds seconded the motion and it was unanimously approved.

Operating and Unexpended Plant Funds Budget – Ms. Jami Van Ess

Ms. Jami Van Ess presented this agenda item which was prompted by changes to the state laws related to expenditure limitation and recommendations from the Arizona Auditor General's Office. The presentation today focused on a possible methodology for determining the operating and unexpended plant funds budget. The methodology for this process was developed by working with the Arizona Auditor General's Office and two other Arizona Community Colleges.

Ms. Jami Van Ess recommended that the District Governing Board adopt a motion to approve post year-end expenditure budget adjustments to match actual expenditures for the Fiscal Year ended June 30, 2017, by the proposed adjustment methodology.

The discussion on this issue focused on how the methodology would be applied, where any carry over funds would be accounted for, and alternatives to using this methodology.

Mr. Lloyd Hammonds made a motion to accept the recommendation that the District Governing Board adopt a motion to approve post year-end expenditure budget adjustments to match actual expenditures for the Fiscal Year ended June 30, 2017, by the proposed adjustment methodology.

Mr. Patrick Hurley seconded the motion and it was unanimously approved.

Intergovernmental Agreement (IGA) Between Coconino Community College District and North Country Health Care for Security Services – Ms. Jami Van Ess

Ms. Jami Van Ess presented this agenda item which was a proposed intergovernmental agreement between the College and North Country Health Care for a pilot project to offer some security services to North Country Health Care for a six-month period. Security services would include security escorts and perimeter patrols, based on availability.

Ms. Jami Van Ess recommended that the District Governing Board adopt a motion authorizing the College President to sign the IGA with North Country Healthcare for security services.

Discussion on this agenda item focused on how the pilot project would be evaluated, when services would be provided, how security services would be staffed, and how this program could affect Clery reporting.

Mr. Lloyd Hammonds made a motion that the District Governing Board authorize the College President to sign the IGA with North Country Healthcare for security services with the understanding that the President would conduct an evaluation of the effectiveness of the agreement prior to any future iterations of the agreement. Dr. Marie Peoples seconded the motion and it was unanimously approved.

November 2017 District Governing Board Meeting Schedule – Ms. Patricia Garcia

Dr. Marie Peoples made a motion to move the November 29, 2017 District Governing Board meeting to December 13, 2017. Mr. Lloyd Hammonds seconded the motion and it was unanimously approved.

Adopt District Governing Board Priorities and Goals for 2017-2018 – Ms. Patricia Garcia

The District Governing Board has set the following priorities for 2017-2018:

1. Quality learning opportunities for students
2. Diversity Plan
3. Excellent services and opportunities for students and the community
4. HLC compliance standards
5. Avenues for increased funding
6. College planning process
7. Engage with the community

The District Governing Board asked the President to develop goals to support these priorities and asked the President to add a verb to the beginning of each statement to denote action.

The District Governing Board has set the following goals for 2017-2018:

1. The DGB will develop and implement a plan to engage in a variety of advocacy activities designed to promote CCC.
2. The DGB will review its policies and modify/rewrite as appropriate.
3. The DGB will clearly define, in writing, its role in the institutional planning processes.
4. The DGB will provide direction and give input for a long-range financial plan which reflects the Board's priorities and provides for the long-term sustainability of the College.

5. The DGB will continue to facilitate and expand opportunities to engage in meaningful discussions about current and future opportunities for the College such as the Round Table meetings.

Mr. Lloyd Hammonds made a motion for the Board to approve the 2017-2018 Board Goals with the suggested changes and the 2017-2018 Board Priorities as presented. Dr. Marie Peoples seconded the motion and it was unanimously approved.

The Board Goals and Priorities will be emailed college wide and posted on the College website.

Finalize President's Evaluation and President's Contract – Ms. Patricia Garcia

EXECUTIVE SESSION At 6:08 pm a motion was made by Mr. Patrick Hurley and seconded by Dr. Marie Peoples to enter into Executive Session pursuant to A.R.S. § 38-431.03(A)(1) for discussion of the President's annual performance evaluation and President's contract.

RECONVENED IN OPEN SESSION at 7:31 pm

Dr. Marie Peoples motioned to reconvene in open session and Mr. Patrick Hurley seconded the motion. The meeting resumed in open session at 7:31 pm.

Mr. Patrick Hurley moved to direct the Chair to sign and adopt the addendum to the President's contract with corrections to the spelling errors. Mr. Lloyd Hammonds seconded the motion and it was unanimously approved.

INFORMATION REPORTS

District Governing Board

The Arizona Association of District Governing Boards (AADGB) is meeting this week will vote definitively on the dates for the Governance Institute for Student Success (GISS) and possible Governance Leadership Institute (GLI). AADGB is considering November 29-30, 2017 for this event.

Academic Affairs and Student Engagement - Dr. Dudley Gardner

Dr. Dudley Gardner gave the Board an update on assessment, faculty credentialing, and online learning. His report focused on the structures that have been put in place to assist the College in these areas and prevent single points of failure. Dr. Gardner also spoke to the work the College has done in these areas over the past eighteen months. The College is really working on procedures and processes in these areas to prevent future issues.

Business Administrative Services – Ms. Jami Van Ess

Fiscal Year 2018 Budget Document

Ms. Jami Van Ess presented the Board with the Fiscal Year 2018 Budget Document and highlighted some of the important information in the document.

The Board gave direction that they would like to review information on how the College compares to other community colleges in the state at a future meeting.

President's Information Report Dr. Colleen Smith

Due to the lateness of the hour, Dr. Colleen Smith briefly reviewed items on the President's Report.

ANNOUNCEMENTS AND FUTURE AGENDA ITEMS

The next District Governing Board meeting will be September 20, 2017 which is also the joint meeting with the CCC Foundation Board.

The next Foundation Board meeting will be September 20, 2017.

ADJOURNMENT: Mr. Lloyd Hammonds made a motion to adjourn the meeting at 8:32 pm. The motion was seconded by Mr. Patrick Hurley and unanimously approved.

MINUTES PREPARED BY:

Ms. April Sandoval
Board Recorder

Mr. Lloyd Hammonds
Vice Chair/Secretary of the Board

Ms. Patricia Garcia
Board Chair