

**COCONINO COMMUNITY COLLEGE
DISTRICT GOVERNING BOARD**

REGULAR MEETING

DECEMBER 13, 2017



**COCONINO COMMUNITY COLLEGE
MINUTES OF A REGULAR MEETING
OF THE
DISTRICT GOVERNING BOARD
DECEMBER 13, 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 5:26 pm.

PRESENT: Patricia Garcia
Lloyd Hammonds
Patrick Hurley
Marie Peoples
Nat White

ABSENT: None

Also Present: Dr. Colleen Smith, CCC President; Dr. Kimberly Batty-Herbert, Mr. Dan Begay, Ms. Colleen Carscallen, Ms. Lori Edwards, Dr. Dudley Gardner, Ms. Kimmi Grulke, Mr. Larry Hendricks, Ms. Veronica Hipolito, Mr. Ron Hurle, Mr. Jeff Jones, Ms. Kay Leum, Dr. Michael Merica, , Dr. Gonzalo Perez, Ms. Suzzanna Rodriguez, Ms. April Sandoval, Mr. Dietrich Sauer, Mr. Kurt Stull, Mr. Scott Talboom, Ms. Jami Van Ess, and Mr. Bob Voytek.

Reports, summaries, background material and other documents referred to in these minutes can be found in the December 13, 2017 documents file.

Follow Up

- Dr. Colleen Smith will send the Board an update on possible ballot initiatives for the November 2018 election. The Board would also like any information available on the city/county courthouse and the assessment of new parking procedures.

Important Dates

January 17, 2018	DGB Meeting
January 22, 2018	DGB Budget Retreat

ADOPTION OF AGENDA

Dr. Nat White moved to approve the agenda and Dr. Marie Peoples seconded the motion. The agenda was approved as presented.

ADOPTION OF CONSENT AGENDA

Minutes of a Special Meeting, October 11, 2017
Minutes of the Work Session, October 18, 2017
Minutes of the Regular Meeting, October 18, 2017
Separations/New Hires

Dr. Marie Peoples moved to approve the Consent Agenda and Dr. Nat White seconded the motion. The motion was unanimously approved.

FOLLOW UP ITEMS

Ms. Patricia Garcia reviewed the follow up items with the Board. The mission and vision item is ongoing and will be addressed in March or April.

INTRODUCTION OF GUESTS

There were no guests present.

CALL TO THE PUBLIC

There was no response to the call to the public.

ACTION ITEMS

Policy 310-00 Faculty Credentialing – Dr. Dudley Gardner

Dr. Dudley Gardner discussed the process used to create this policy and vet it to the College community. The purpose of the policy is to better align with Higher Learning Commission requirements for faculty credentialing. Dr. Gardner recommended that the District Governing Board approve Policy 310-00 Faculty Credentialing.

The Board asked questions on the purpose in the procedure and the inclusion of a 2016 date for Higher Learning Commission references. Mr. Lloyd Hammonds stated that this policy and procedure were well thought out, detailed, and he could not imagine that any review team would have issues with them.

Dr. Nat White moved to approve Policy 310-00 Faculty Credentialing. Mr. Lloyd Hammonds seconded the motion and it was unanimously approved.

2018 District Governing Board Meeting Schedule - Ms. April Sandoval

Ms. April Sandoval mentioned the changes to the 2018 District Governing Board Schedule including moving the June retreat to August, adding meetings in June and July, and the addition of a Budget Retreat in January.

Dr. Nat White moved to approve the 2018 District Governing Board Meeting Schedule. Mr. Lloyd Hammonds seconded the motion and it was unanimously approved.

INFORMATION REPORTS

District Governing Board

The Board reviewed the agenda from the last Alliance meeting. Dr. Colleen Smith will send the Board an update on possible ballot initiatives for the November 2018 election. The Board would also like any information available on the city/county courthouse and the assessment of new parking procedures.

Ms. Patricia Garcia attended the Governance Institute for Student Success (GISS) event on November 29-30, 2017 and updated the Board on that event. Ms. April Sandoval will send the Board the press release and agenda from GISS.

Dr. Nat White and Mr. Scott Talboom gave the Foundation update and talked about the Foundation Board's work on strategic planning, goal setting and the request for proposals for financial firms.

Academic Affairs and Student Engagement - Dr. Dudley Gardner

Faculty Evaluations

Dr. Dudley Gardner was tasked with revising the faculty evaluation process. The revised faculty evaluation process has been in place for one year. This has been a very positive process and the faculty will be using the revised process for the next three to four years. Academic Affairs has also evaluated 100% of part time faculty members over the past year.

The Board recognized the significant effort put into faculty evaluations and appreciates the work of everyone involved in this process.

Quality Initiative for the Higher Learning Commission

Dr. Gardner updated the Board on where the College is in the accreditation process. The College is developing a quality initiative project focusing on improving assessment of student learning at the program level. Academic Affairs will be sending this proposal to the Higher Learning Commission next week after the President reviews the final draft.

President's Information Report Dr. Colleen Smith

2018 District Governing Board Calendar

Dr. Colleen Smith reviewed the DGB Calendar and the information included to help the Board complete their work over the next year. If Board members have questions or would like to add items, please let Dr. Smith know.

President's Report

Dr. Colleen Smith highlighted some of the amazing things going on at the College over the past two months. For additional details on the report, please see the December 13, 2017 documents file or the website for the Office of the President.

Mr. Patrick Hurley suggested expanding the offerings for the OSHA 10 training mentioned in the President's report. There is a high demand for the course in the community.

Dr. Smith also talked about some of the changes happening with the College's professional development program and collaborations across the College to serve students better.

ANNOUNCEMENTS AND FUTURE AGENDA ITEMS

The next District Governing Board meeting will be January 17, 2018.

The next Foundation Board meeting will be January 9, 2018.

ADJOURNMENT: Mr. Patrick Hurley made a motion to adjourn the meeting at 6:27 pm. The motion was seconded by Dr. Nat White 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