

**COCONINO COMMUNITY COLLEGE
DISTRICT GOVERNING BOARD**

REGULAR MEETING

JANUARY 17, 2018



**COCONINO COMMUNITY COLLEGE
MINUTES OF A REGULAR MEETING
OF THE
DISTRICT GOVERNING BOARD
JANUARY 17, 2018**

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 5:40 pm.

PRESENT: Patricia Garcia
Lloyd Hammonds
Patrick Hurley
Nat White

ABSENT: Marie Peoples

Also Present: Dr. Colleen Smith, CCC President; Ms. Suzanne Adams-Ockrassa, Ms. Ali Applin, Dr. Kimberly Batty-Herbert, Ms. Colleen Carscallen, Mr. Brian Francis, Dr. Dudley Gardner, Mr. David Glennon, Ms. Kimmi Grulke, Mr. Larry Hendricks, Ms. Veronica Hipolito, Mr. Ron Hurle, Mr. Greg Jay, Mr. Jeff Jones, Ms. Kay Leum, Ms. Siri Mullaney, Dr. Gonzalo Perez, Mr. Anthony Rivera, Ms. Suzanna Rodriguez, Ms. April Sandoval, Mr. Dietrich Sauer, Mr. Bobby Sedillo, Mr. Kurt Stull, Mr. Scott Talboom, Ms. Juanita Tarango, Ms. Jami Van Ess, Mr. Bob Voytek, Mr. Brian Wilson, Mr. Jay Zsorey.

Reports, summaries, background material and other documents referred to in these minutes can be found in the January 17, 2018 documents file.

Follow Up

- None

Important Dates

February 6, 2018	Round Table Discussion
February 21, 2018	DGB Regular Meeting

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 the Work Session, December 13, 2017
Minutes of the Regular Meeting, December 13, 2017
Separations/New Hires

Mr. Patrick Hurley 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 item is ongoing and Dr. Smith sent the Board information on proposed ballot initiatives.

INTRODUCTION OF GUESTS

Mr. Scott Talboom introduced Ms. Suzanne Adams-Ockrassa, Mr. Steve Peru, Mr. Greg Jay, and Ms. Gail Lowe.

CALL TO THE PUBLIC

Mr. Steve Peru responded to the Call to the Public. Mr. Peru spoke to the Board as a citizen of Coconino County. His remarks focused on his support for the College and community colleges in general; his disappointment that the College has not been successful in efforts to pass an override election; and the formation of an outside group (Community Champions for Coconino Community College) to support the College as an important part of the community. The vision of this group is to create awareness and support for the College throughout Coconino County.

In addition to Community Champions for CCC, community members have formed an advocacy group (Citizens for a Thriving CCC) and have filed paperwork with Coconino County to formalize the organization.

Mr. Peru is hopeful that these group will support the work of the institution and assist with community support for the College. The College is an important member of the community and Mr. Peru wanted the Board to know that there is support for the College in the community.

ACTION ITEMS

Acceptance of Fiscal Year 2017 Comprehensive Annual Financial Report, Single Audit, and Expenditure Limitation Reports – Ms. Jami Van Ess

Ms. Jami Van Ess presented the agenda item and introduced the various documents presented to the Board as part of the audit process. Ms. Van Ess acknowledged Ms. Siri Mullaney and everyone throughout the College who worked to make this a successful audit.

Mr. Jay Zsorey, the Financial Audit Director and Mr. David Glennon, the Financial Audit Manager from the Arizona Auditor General's Office joined the board and answered questions related to the audit.

Mr. Zsorey congratulated the college on a clean audit. He stated that this result shows that the College is doing a good job in producing financial statements and in our system for awarding financial aid. There was a new focus on increasing internal controls in the areas of information technology and security student information in this year's audit process.

Mr. David Glennon congratulated the College on being the first community college to issue a complete audit report. He also thanked the district for their assistance in completing the audit so quickly. Mr. Glennon reviewed the audit documents with the Board. For additional details on the audit documents, please see the January 17, 2018 documents file.

The Board asked questions about the focus on information technology areas and the specific direction needed to respond to the audit findings.

Ms. Jami Van Ess recommended that the District Governing Board accept the Comprehensive Annual Financial Report, Single Audit, and Expenditure Limitation reports for Fiscal Year 2017.

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

The Board congratulated Ms. Van Ess and thanked her for her work in this area.

Election of Board Chair, Vice Chair/Secretary, and Committee Representatives

The floor was opened for nominations for Chair. Mr. Lloyd Hammonds nominated Ms. Patricia Garcia and Dr. Nat White seconded the motion. There were no other nominations so the nominations were closed. The motion was unanimously approved and Ms. Patricia Garcia was elected Chair.

The floor was opened for nominations for Vice Chair/Secretary. Ms. Patricia Garcia nominated Mr. Lloyd Hammonds. Dr. Nat White seconded the motion. There were no other nominations so the nominations were closed. The motion was unanimously approved and Mr. Lloyd Hammonds was elected Vice Chair/Secretary.

The board then moved to appoint committee representatives. The current AADGB representative is Mr. Lloyd Hammonds and he is willing to continue to serve with AADGB. Mr. Patrick Hurley nominated Mr. Lloyd Hammonds and Dr. Nat White seconded the nomination. The motion was unanimously approved.

The current Alliance representative is Mr. Patrick Hurley and he is willing to continue to serve. Ms. Patricia Garcia nominated Mr. Patrick Hurley and Mr. Lloyd Hammonds seconded the motion. The motion was unanimously approved and Mr. Patrick Hurley was elected Alliance Representative.

The current Foundation Board Representative is Dr. Nat White and he is willing to continue in this role. Ms. Patricia Garcia nominated Dr. Nat White. Mr. Lloyd Hammonds seconded the motion. The motion was unanimously approved and Dr. Nat White was elected Foundation Board Representative.

INFORMATION REPORTS

District Governing Board

The Alliance has not meet since the last Board meeting.

Dr. Nat White asked Mr. Scott Talboom to report on the most recent Foundation Board meeting. The Foundation Board has been focusing on recruitment of new members and several new members have joined the Board. The Finance Committee is working on finding a new financial firm to manage the Foundation's assets and the Strategic Planning Committee is developing a new strategic plan.

AADGB will meet on January 26, 2018.

Academic Affairs and Student Engagement - Dr. Dudley Gardner

Dr. Dudley Gardner asked Ms. Veronica Hipolito to introduce Juanita Tarango, Director of Student Success and Access. Dr. Gardner talked about changes in enrollment including an increase in online enrollment. The College is beginning to see return on the efforts to attract new students and retain existing students.

Business Administrative Services – Ms. Jami Van Ess

Budget Status Report

Ms. Jami Van Ess reviewed the Budget Status Report. For additional details on the report, please see the January 17, 2018 documents file.

President's Information Report Dr. Colleen Smith

Dr. Colleen Smith began her report by introducing Ms. Ali Applin, Executive in Residence, who will be working with the College over the next year on community education outreach and is also helping the College develop a marketing plan.

Dr. Smith highlighted several items in the President's Report. For additional information on the items included in the President's Report, please see the January 17, 2018 documents file or the website for the Office of the President.

Dr. Smith talked to the Board about a different approach to the next President's Report that will change how we categorize and share information. She hopes that the Board will appreciate the changes.

ANNOUNCEMENTS AND FUTURE AGENDA ITEMS

The next District Governing Board meeting will be January 22, 2018 (Budget Retreat), February 6, 2018 (Round Table Meeting), and February 21, 2018 (Regular Meeting).

The next Foundation Board meeting will be February 13, 2018.

ADJOURNMENT: Dr. Nat White made a motion to adjourn the meeting at 6:48 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