

**COCONINO COMMUNITY COLLEGE  
DISTRICT GOVERNING BOARD**

**REGULAR MEETING**

**FEBRUARY 21, 2018**



**COCONINO COMMUNITY COLLEGE  
MINUTES OF A REGULAR MEETING  
OF THE  
DISTRICT GOVERNING BOARD  
FEBRUARY 21, 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 5:55 pm.

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

ABSENT: None

Also Present: Dr. Colleen Smith, CCC President; Ms. Ali Applin, Dr. Kimberly Batty-Herbert, Mr. Keith Becker, Ms. Colleen Carscallen, Ms. Lori Edwards, Mr. Brian Francis, Ms. Susie Garretson, Dr. Dudley Gardner, Ms. Kimmi Grulke, Mr. Brian Harris, Mr. Larry Hendricks, Mr. Ron Hurle, Mr. Jeff Jones, Mr. Doug King, Ms. Gail Lowe, Mr. Norman Lowe, Dr. Michael Merica, Ms. Siri Mullaney, Dr. Gonzalo Perez, Mr. Anthony Rivera, Ms. Suzzanna Rodriguez, Ms. Patti Rusconi, Ms. April Sandoval, Mr. Dietrich Sauer, Mr. Bobby Sedillo, Mr. Scott Talboom, Ms. Juanita Tarango, 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 February 21, 2018 documents file.

**Follow Up**

- None

**Important Dates**

March 14, 2018	DGB Meeting
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**ADOPTION OF AGENDA**

Dr. Nat White made a motion to amend the agenda. He would like to change the order of the action items to move the resolution and ballot language action items F and G to follow the tuition/fees and compensation/benefits action items A and B. Mr. Patrick Hurley seconded the motion and the amended agenda was unanimously approved.

**ADOPTION OF CONSENT AGENDA**

Minutes of a Work Session – January 17, 2018  
Minutes of a Regular Meeting – January 17, 2018  
Minutes of a Work Session – February 6, 2018  
Separations/New Hires

Mr. Lloyd Hammonds made a motion 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 item related to mission and vision is ongoing and will follow the strategic planning calendar presented to the Board during the work session.

### **INTRODUCTION OF GUESTS**

Ms. Ali Applin introduced Ms. Susie Garrettson, Ms. Gail Lowe, and Mr. Norm Lowe, community members, and welcomed all the faculty and staff that were in attendance today.

### **CALL TO THE PUBLIC**

Ms. Patricia Garcia addressed the call the public differently this evening than in previous meetings. Ms. Garcia will offer a call to the public during the regularly scheduled agenda item but there are individuals who would like to address specific action item on the resolution and ballot language for a possible continuation of the secondary property tax. Ms. Garcia will make a second call to the public for those individuals wishing to address that agenda item.

There was no response to the call to the public at this time.

### **ACTION ITEMS**

#### **Tuition and Fees** - Ms. Jami Van Ess

Ms. Jami Van Ess presented an updated action item to replace the placeholder that was included in the board packet. The options for tuition presented were a three, four, or two-dollar increase; changes to differential tuition per the attached handout excluding the differential tuition proposed for the Math program; three options for increases in parking fees for students; and a ten-dollar increase in the employee parking fee.

Dr. Nat White has really appreciated the work session on the budget earlier this month as well as the discussion in today's work session. While the Board's discussion at this time may be seen as very brief, it is only being conducted after serious review and discussion of the budget items over the past month. Dr. White has modified the preference he stated from the work session and would support option two for a tuition increase including a four-dollar increase and option one for parking fees which includes a nine-dollar increase for students and a ten-dollar increase for staff and faculty.

Dr. White made a motion to approve option two for a tuition increase including a four-dollar increase, all suggested differential tuition changes, and option one for parking fee increases including a nine-dollar increase for students and a ten-dollar increase for faculty and staff. Mr. Hammonds seconded the motion. The Board discussed the motion.

Dr. Marie Peoples would like to echo Dr. White's comments about all the work that went into these discussions and the openness to discussion. She cannot support a four-dollar tuition increase because while she does see the benefit of adding additional staff, the College has raised tuition for

many years. Dr. Peoples was supportive of the differential tuition changes. She was pleased to see a matching increase in parking fees that shared the burden for parking fees between students, faculty, and staff.

Mr. Patrick Hurley echoed comments thanking the staff for their work and dedication in the budget process. Mr. Hurley stated that it was much easier to make decisions with the data that the board has seen in the last two meetings. His preference would be to agree with Chair Garcia and Dr. Peoples and would prefer option one down the line. This would include a three-dollar tuition increase, all suggested changes for differential tuition, and increases of the parking fees of nine-dollars for students and ten-dollars for faculty and staff.

Mr. Lloyd Hammonds supports the higher four-dollar tuition increase because he thinks the need for additional full-time faculty is critical to the institution. For so many years, the College has had a very high percentage of credit hours that were taught by part-time faculty. He feels urgency to decrease that percentage, adding three new faculty positions is not a tremendous change, and the four-dollar tuition increase is going to students in the form of additional faculty members rather than for items that are not directly related to students.

Ms. Patricia Garcia feels that this it is really difficult every year to approve a tuition increase even though the College really needs the additional funds as every dollar increase moves the College closer to pricing students out. She is supportive of the additional faculty position but is hopeful there may be other ways to achieve this goal. Ms. Garcia does not support a four-dollar tuition increase.

Dr. Nat White feels the difference between three and four-dollar tuition increase is less than a 1% difference in the base tuition and allows the College to hire another full-time faculty member. The one to one relationship between what the students are being asked to pay results in a faculty member and more teaching rather than supplies and materials.

Dr. Marie Peoples stated that the hard part is that everyone wants the best thing. While the tuition increase may be less than 1%, she understands that student's books cost more and their expenses cost more. She also felt that the College was moving towards pricing students out.

Mr. Hurley asked where the dollar amount available for budget increases listed on the Fiscal Year 19 budget recommendations would be allocated. Those funds would be used for additional budget requests in the instructional area.

Ms. Garcia appreciates that this is a very small increment but it is already difficult for her to vote for a three-dollar increase.

Mr. Hurley still cannot support the \$4 increase even though it would bring in additional faculty. He would prefer to see what happens with additional funding options this year.

Mr. Lloyd Hammonds mentioned that he has visited colleges for more than 30 years and has always had a session with students talking about tuition. During those sessions, he has never heard students complain about tuition, even though tuition at other schools may be higher than the

College's and in communities that are much poorer than ours. The Board is debating an increase of \$30 per year, per student. Mr. Hammonds doesn't like the idea of raising tuition but likes the idea of providing access to a quality education for our students. Access to education is just not being affordable but also includes getting as much full-time instruction as possible. He supports the four-dollar increase and thinks this is something needed by the College.

Chair Garcia called the vote on the motion. The motion failed with only Dr. White and Mr. Hammonds supporting it.

Dr. Peoples made a motion to approve a tuition increase of two-dollars, all differential tuition changes, a nine-dollar increase in parking fees for students, and a ten-dollar increase in parking fees for employees. The motion died for lack of a second.

Mr. Hurley made a motion to consider a four-dollar tuition increase, all differential tuition changes, a nine-dollar increase in parking fees for students, and a ten-dollar increase in parking fees for employees. The motion was passed with two no votes (Dr. Peoples and Ms. Garcia).

**Salary and Benefits** - Ms. Jami Van Ess

Ms. Jami Van Ess also provided an updated action item with three options for salaries, cafeteria monies, or dependent medical.

Mr. Patrick Hurley made a motion for option one for compensation and benefits including all options presented with an increase of \$360 in the cafeteria money paid to each employee. Those options included:

- A 2% raise for all employees (including those who are redlined or newly hired).
- Funds for promotions and degree attainments.
- Funds to cover additional costs related to minimum wage increases.
- An increase in the employer contribution to the Arizona State Retirement System.
- An increase in the employer contribution to individual employee medical plans.

Dr. Nat White seconded the motion and it was unanimously approved.

**Discussion and possible action to adopt a resolution pursuant to ARS § 42-17202 calling for an election on a proposed secondary property tax continuation** – Ms. Patricia Garcia

Ms. Patricia Garcia gave an additional call to the public for comments specifically related to this action item.

Ms. Susie Garretson responded to the call to the public. She is in full support of the College and the passage of the continuation resolution. The reason she is so in support of community colleges is because the people that attend community colleges tend to live in the community and are more likely to stay in the community which makes our communities better places to live. Ms. Garretson is aware that the College has tried for a long time to generate additional revenue and she is committed to working to ensure a property tax continuation passes in November.

Ms. Gail Lowe also responded to the Call to the Public. Ms. Lowe has been a community member for 29 years and is a member of two groups who have organized in the community to help the College pass a continuation effort. These groups are very excited and are looking to help the College in this effort.

Ms. Patricia Garcia read the text of the action item as follows:

To continue to meet the growing needs of Coconino County by preparing students for careers, providing affordable access to higher education and strengthening communities through workforce development, the Coconino County Community College District Governing Board deems it in the best interest of the citizens of Coconino County and the District to order and call an election to be held on November 6, 2018.

The election shall be for the purpose of submitting to the voters of Coconino County the question of approval or disapproval of authority for the district to continue the current secondary property tax (without an increase) not to exceed \$2,226,000, beginning in tax year 2019, for seven years. The levy would be at the same amount as the District's current secondary property tax that is due to expire in tax year 2018.

The purpose of the override is to initiate new, quality career and technical education and training programs that prepare local students for jobs in Coconino County including related costs; Develop new programs to support veterans' training for civilian jobs, including related costs; Develop new programs to train and re-train local workers in conjunction with local employers, and expand current job training programs, including related costs; and encourage and support lifelong learning programs.

The text for a sample ballot was also included.

It is staff's recommendation that the District Governing Board adopt a motion to approve the attached resolution and the sample ballot, as presented.

Dr. Nat White has been on the Board since 1998. Prior to 2000, the College was funded in three ways, tax, tuition, and the state and was funded almost equally from all three areas. Since that time, the percentage for state funding has reduced to 8% and the tuition and property tax percentages have increased accordingly. If someone had a business with that funding model and still wanted to offer services and continue to improve those services over time, the only option available would be to raise revenue. The College has not had the opportunity to raise revenues and has only been able to cut expenses and change priorities even though the community may have different priorities. As a result, the College has gone to the voters three times, each time making the case for necessary revenue increase. The College is at a unique point where it could go to the community and say that taxpayers have been paying a certain amount in secondary property taxes to pay for buildings and that amount will be paid off next year. This effort would ask voters if they are willing to support your community college by continuing that tax and repurposing those funds to give the opportunity to bring back programs that were cut and add programs that are

dearly wanted in the community. There are members of the community who have been working on supporting this type of initiative over the past six months. Dr. White is in favor of giving voters a chance to continue the secondary property tax which is on average is \$12-\$15 per year per \$100,000 of assessed value.

Mr. Lloyd Hammonds feels that Dr. White has stated the case most eloquently and he echoed everything Dr. White said. He sees no alternative other than taking this action and taking this initiative to the voters. The state has cut funding, the College has been very financially conservative in all the years he has been a part of the College, and has had to raise tuition dramatically over the years and cannot continue raising tuition. Communities are calling for more programs, the College has the lowest property tax rate in the state, and the College does not receive equalization funding as some other colleges do. Mr. Hammonds does not see any way around a property tax continuation and feels this is not something that the voters would look at unfavorably since it does not increase the taxes they would pay to support the community college. He enthusiastically supports the resolution.

Mr. Patrick Hurley agreed with Dr. White and Mr. Hammonds. For him, it is frustrating to be in the community and be part of discussions on workforce development and to have to say no because the College is not able to afford these programs. During the economic downturn, the community was not asking for economic development or extra classes. The only way The College can provide what the community needs is to move forward with the continuation. The College cannot provide many of the things the community needs based on the current funding level. Mr. Hurley supports this initiative completely.

Dr. Marie Peoples supports this effort but not as enthusiastically as Dr. White because she feels the voters have shared their opinion. The need for the continuation is there, the College has a challenge with the getting message across to the community, and there will be additional override/tax increase options on the ballot. If this effort is not successful, the College will have hard decisions to make in the future.

Ms. Patricia Garcia struggles in thinking about this initiative because the costs of going out for an override are so expensive. Ms. Garcia sees the need for the override, the need for the College to grow, and provide quality education for students. She supports the initiative for all of those reasons.

Dr. Nat White made a motion that the District Governing Board approve the attached resolution and sample ballot, as presented. Mr. Patrick Hurley seconded the motion and it was unanimously approved.

Mr. Hurley did point out that the College will be spending significantly less in this effort than in previous year and there could be additional cost savings if the community is able to offer financial support to the College.

The motion was unanimously approved.

Dr. Peoples thanked Dr. White and the community members who have been working so hard. Without community support, this initiative will not be possible.

**Policy 302-00 and 311-00** – Dr. Dudley Gardner

Dr. Dudley Gardner presented a revision to Policy 302-00 that separates out the research policy from the assessment policy. Academic Affairs revised Policy 302-00 Assessment of Student Learning and developed Policy 311-00 Research to address both needs.

Dr. Gardner recommended that the Board approve both policies.

Mr. Lloyd Hammonds moved to approve Policy 302-00 Assessment of Student Learning as presented. Mr. Patrick Hurley seconded the motion and it was unanimously approved.

Mr. Lloyd Hammonds moved to approve Policy 311-00 Research as presented. Mr. Patrick Hurley seconded the motion and it was unanimously approved.

**Smart Schools Contract** – Mr. Dietrich Sauer

Mr. Dietrich Sauer presented an item to renew a contract with Smart Schools Plus, the company that provides phased retirement services to the College. Human Resources currently has two requests from Academic Affairs to use this program for faculty positions for next year. Mr. Sauer talked about the benefits of the program and cost savings to the College. He also mentioned that the program is at the discretion of the College and only employees who are needed are retained. Mr. Sauer is requesting that the Board approve the Smart Schools contract.

The contract was not previously renewed because there was no one interested in using the program after the first year.

Ms. Patricia Garcia would encourage moderate use of the program. There are cases where it is useful and benefits employees and the College, but she would not want to see it used unnecessarily or extensively.

Dr. Nat White made a motion that the District Governing Board approve the contract with SmartSchools Plus. Mr. Patrick Hurley seconded the motion and it was unanimously approved.

**INFORMATION REPORTS**

**District Governing Board**

The Foundation Board will not meet until March.

Mr. Patrick Hurley reported on the Alliance meeting from January 19, 2018 that focused on a presentation from LAUNCH Flagstaff. The Alliance also discussed ballot initiatives from the other members of the Alliance.



Mr. Hurley attended an advisory board meeting for ECoNA. That meeting reviewed a master plan for Lowell Observatory expansion, included a presentation from NAU, and highlighted the results of the ECoNA housing study.

AADGB will meet on February 23, 2018.

**President’s Information Report** Dr. Colleen Smith

Dr. Colleen Smith would like to ask the Board to review the new format for the President’s Report. Instead of items being listed by department across the college, the information is grouped under specific topics. Please let Dr. Smith know if you like this format.

Dr. Smith spoke about the wonderful activity on campus today for Black History Month and the upcoming Greater Northern Arizona Career Expo.

Dr. Smith thanked the Board for their support of faculty and staff despite the need to make tough decisions about the budget. She also thanked the Board for their support and care for our students and for the decisions and the time that was put in studying and reviewing information related to the Budget.

**ANNOUNCEMENTS AND FUTURE AGENDA ITEMS**

The next District Governing Board meeting will be March 14, 2018. The meeting will be a week early because of Spring Break.

The next Foundation Board meeting will be March 13, 2018 (Retreat).

**MEETING EVALUATION**

Mr. Hurley wanted to thank Dr. Smith and the entire staff as this was the best budget process he has ever experienced. He felt that he received much better information and the changes to the process made it easier to see the budget as a whole.

ADJOURNMENT: Mr. Lloyd Hammonds made a motion to adjourn the meeting at 7:16 pm. The motion was seconded by Mr. Patrick Hurley 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