

**COCONINO COMMUNITY COLLEGE  
DISTRICT GOVERNING BOARD**

**WORK SESSION**

**MARCH 14, 2018**



**COCONINO COMMUNITY COLLEGE  
MINUTES OF A WORK SESSION  
OF THE  
DISTRICT GOVERNING BOARD  
MARCH 14, 2018**

A Work Session 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 4:01 pm.

PRESENT: Patricia Garcia  
Lloyd Hammonds  
Patrick Hurley  
Nat White

ABSENT: Marie Peoples

Also Present: Dr. Colleen Smith, CCC President; Ms. Ali Applin, Dr. Kimberly Batty-Herbert, Mr. Keith Becker, Ms. Colleen Carscallen, Ms. Gina Couillard, Dr. Dudley Gardner, Ms. Amanda Gonzalez, Ms. Kimmi Grulke, Mr. Larry Hendricks, Ms. Veronica Hipolito, Mr. Ron Hurle, Mr. Jeff Jones, Mr. Doug King, Ms. Tina Lanuto, Ms. Kay Leum, Dr. Gonzalo Perez, Ms. Jessica Real, Mr. Anthony Rivera, Ms. April Sandoval, Mr. Dietrich Sauer, Mr. Bobby Sedillo, Dr. Nate Southerland, Mr. Kurt Stull, Mr. Scott Talboom, Ms. Juanita Tarango, Ms. Jami Van Ess, Mr. Bob Voytek, and Mr. Brian Wilson.

Reports, summaries, background material and other documents referred to in these minutes can be found in the March 14, 2018 documents file.

**Follow Up**

- The Board would like to have legal counsel review the section on enforcement in Policy 21-00 Code of Ethics.
- Mr. Lloyd Hammonds will research and review Policy 22-00 Roles/Responsibilities and bring changes back to the Board. The Board suggested re-working and shortening this policy.
- The Board would like to review two to three board policies and procedures at each meeting and Dr. Colleen Smith will work with Chair Patricia Garcia to determine which policies and procedures will be reviewed.
- The Board gave direction that they would like to see a complete policy statement and related procedures for diversity and inclusion and to have that policy adopted by the Board. The Board would also like to have periodic reports on how the diversity plan is progressing.

**Important Dates**

DGB Round Table	April 3, 2018
DGB Meeting	April 23, 2018

## **FOLLOW UP ITEMS**

There were no follow up items.

## **DISCUSSION/INFORMATION ITEMS**

### **A. Policy and Procedure Review – Ms. Patricia Garcia**

The Board reviewed three Board policies and procedures.

Policy 20-00 Legal Structures was reviewed by the Board and no changes were suggested. The procedure will be updated to reflect that it was reviewed by the Board on this date.

The Board would like to have legal counsel review the section on enforcement in Policy 21-00 Code of Ethics.

Mr. Lloyd Hammonds will research and review Policy 22-00 Roles/Responsibilities and bring changes back to the Board. The Board suggested re-working and shortening this policy.

The Board would like to review two to three board policies and procedures at each meeting and Dr. Colleen Smith will work with Chair Patricia Garcia to determine which policies and procedures will be reviewed.

### **B. President's Evaluation – Ms. Patricia Garcia**

The Board had some difficulties with the implementation and process for the President's Evaluation last summer and would like to discuss the evaluation process further. It is also time for the Board to complete a mid-year evaluation of the President. The Board will review the suggested changes Mr. Lloyd Hammonds made to the evaluation instrument and discuss this further at the next meeting.

Ms. April Sandoval will send the revised evaluation instrument to the Board. Please send any comments on that item to Chair Garcia or Mr. Hammonds.

This item will be on the April Board Meeting agenda and the Board has expressed a desire to not complete the evaluation at the summer Board Retreat this year.

### **C. Diversity Statement and Overall Diversity Plan – Mr. Dietrich Sauer and Ms. Veronica Hipolito**

Ms. Veronica Hipolito and Mr. Dietrich Sauer have been co-chairing the Diversity work group and gave a presentation on the diversity statement and overall diversity plan. The presentation focused on the process to develop the diversity statement and plan, the diversity work group and proposed standing committee, the diversity statement, the diversity plan, and on-going work in this area. For additional details on this presentation, please see the March 14, 2018 documents file.

Mr. Lloyd Hammonds commended Ms. Hipolito, Mr. Sauer and the diversity work group. He feels that this issue is critically important and an area that the Higher Learning Commission is more closely scrutinizing.

Mr. Patrick Hurley felt this was a really great, simple, and clean presentation of a very complicated issue. Mr. Hurley thanked the committee for their hard work and asked where the Board would be brought in to review and support these efforts.

The Board gave direction that they would like to see a complete policy statement and related procedures for diversity and inclusion and to have that policy adopted by the Board. The Board would also like to have periodic reports on how the plan is progressing. The Board asked if there were other ways they could support the effort.

Mr. Hurley suggested a better definition of community that included the community of learners and the broader based Coconino County community. The presentation today referred to both communities and it was unclear what definition of community was being used.

Mr. Dietrich Sauer and Ms. April Sandoval will send the Board the HR Days presentations so that the Board can view the diversity presentation.

The Board recommended that the diversity statement, when approved, be present on our website.

Dr. Nat White acknowledged the extra time the committee put into this effort and stated that work like this is what makes our college community so special. Dr. White also thanked Chair Garcia for her persistence in advancing diversity efforts and continuing to insist that diversity efforts be included in the Board priorities. Dr. White also liked the diversity statement and felt it was aspirational and explained in really easily read sentences what this effort is all about.

Ms. Patricia Garcia thanked the committee for all the work they put into this effort. This topic is really important to her and she believes it is really important to the College. Ms. Garcia was pleased to see a data driven section in the plan that included metrics generated to support the plan.

ADJOURNMENT: The Work Session Adjourned at 4:58 pm.

**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