

**COCONINO COMMUNITY COLLEGE
DISTRICT GOVERNING BOARD**

WORK SESSION

SEPTEMBER 18, 2019



**COCONINO COMMUNITY COLLEGE
MINUTES OF A WORK SESSION
OF THE
DISTRICT GOVERNING BOARD
SEPTEMBER 18, 2019**

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 4:10 pm.

PRESENT: Patricia Garcia
Patrick Hurley
Joseph R. Smith
Nat White

ABSENT: Marie Peoples

Also Present: Dr. Colleen Smith, CCC President; Dr. Kimberly Batty-Herbert, Mr. Keith Becker, Ms. Sarah Benton, Mr. Brian Francis, Ms. Kimmi Grulke, Mr. Brian Harris, Mr. Fritz Lamoureux, Ms. Anjeanette Lang, Ms. Kay Leum, Dr. Michael Merica, Dr. Gonzalo Perez, Ms. Meghan Remington, Mr. Anthony Rivera, Ms. Suzzanna Rodriguez, Ms. April Sandoval, Mr. Dietrich Sauer, Dr. Nate Southerland, Mr. Shane Stumvoll, Mr. Kurt Stull, Ms. Jami Van Ess, Mr. Bob Voytek, Mr. Brian Wilson, and Ms. Isabella Zagare.

Reports, summaries, background material, and other documents referred to in these minutes can be found in the September 18, 2019 documents file.

Follow Up

- Ms. Patricia Garcia will reach out to Dr. Narcisa Polonio to follow up on the President's evaluation document.
- Ms. Patricia Garcia will work with Ms. April Sandoval to create a proposed meeting schedule that would move the retreat to early June. The schedule will be on the agenda at the next work session.
- The Board would like to change the evaluation instrument back to using a five-point scale and would like to have the evaluation results compiled before the retreat in June 2020.

FOLLOW UP ITEMS

Ms. Patricia Garcia and Dr. Narcisa Polonio are still working on the District Governing Board evaluation and the President's Evaluation items are part of today's meeting agenda.

DISCUSSION/INFORMATION ITEMS

A. Pathways Presentation

Dr. Nate Southerland gave a presentation related to work the College is doing to develop a Pathways program for students. For additional details on the presentation, please see the September 18, 2019 meeting file. Pathways programs are designed to help students finish their degrees faster, take fewer credits, ensure they have adequate financial aid to complete their degrees, and incur less student debt.

Questions asked by Board Members included:

- How the website works and guides students through the process.
- The process used in completing this work.
- When the website was launched and what initial feedback from students was.
- The automated process for awarding degrees and certificates.
- Nigh classes and schedules that would assist working students.
- The balance of offering a lot of choices for students to broaden their education and the need to assist students in completing degrees in a set amount of time.

B. Evaluation Process for the President

Ms. Patricia Garcia will reach out to Dr. Narcisa Polonio to follow up on the President’s evaluation document.

The Board reviewed Policy 42-00 Annual Evaluation of the President. The Board did not have any changes at this time but asked that a review date be added to the policy.

The Board discussed Procedure 42-01 Annual Evaluation of the President and the evaluation process for the President. The topics discussed included the following:

- Whether the evaluation should be conducted at the Board’s annual retreat.
- Ensuring the timelines for the President’s Evaluation are followed and line up with the College’s budgeting process and the end of the fiscal year.
- Note that the President’s contract does not include a date for completion of the evaluation as was discussed at the August Board Retreat.
- Whether moving the retreat to June would allow the evaluation process to be completed before the end of the fiscal year and the end of the President’s contract period.
- Ms. Patricia Garcia will work with Ms. April Sandoval to create a proposed meeting schedule that would move the retreat to early June. The schedule will be on the agenda at the next work session.
- The Board would like to change the evaluation instrument back to using a five-point scale and would like to have the evaluation results compiled before the retreat in June 2020.

ADJOURNMENT: The Work Session Adjourned at 5:01 pm.

MINUTES PREPARED BY:

Dr. Marie Peoples
Vice Chair/Secretary of the Board

Ms. April Sandoval
Board Recorder

Ms. Patricia Garcia
Board Chair