

**COCONINO COMMUNITY COLLEGE
DISTRICT GOVERNING BOARD**

REGULAR MEETING

SEPTEMBER 16, 2020



**COCONINO COMMUNITY COLLEGE
MINUTES OF A REGULAR MEETING
OF THE
DISTRICT GOVERNING BOARD
SEPTEMBER 16, 2020**

A Regular Meeting of the Coconino Community College District Governing Board was held in the Board Room via interactive video conferencing (Zoom). Board Chair, Ms. Patricia Garcia, called the meeting to order at 5:00 pm.

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

FOUNDATION BOARD MEMBERS:
Chris Bavasi
Christina Caldwell
Joe Donaldson
Alyson Fritsinger
Judith Crum
Gail Lowe
Lee Treece
Adam Zickerman

ABSENT: None

Also Present: Dr. Colleen Smith, CCC President; Dr. Colleen Smith, CCC President; Ms. April Sandoval, Mr. Benjamin Reed, Mr. Bobby Sedillo, Mr. Bob Voytek, Ms. Colleen Carscallen, Ms. Colleen Lassens, Mr. Dietrich Sauer, Ms. Isabella Zagare, Dr. Jami Van Ess, Ms. Kay Leum, Mr. Keith Becker, Ms. Kimberly Batty-Herbert, Mr. Kurt Stull, Mr. Larry Hendricks, Ms. Lina Wallen, Dr. Nate Southerland, Ms. Nicole Honanie, Ms. Renee Harmon, Ms. Sarah Benton, Mr. Steve Peru, and Ms. Suzzanna Rodriguez.

Reports, summaries, background material and other documents referred to in these minutes can be found in the September 16, 2020 documents file.

Follow Up

- Dr. White would like to discuss the 15% drop in enrollment and if there are any other factors besides COVID-19 affecting enrollment. Mr. Patrick Hurley would like to consider the possibility of increased enrollment due to the current recession/change of economy/change in employment and how the College could retool to train people in the upcoming years.

ADOPTION OF AGENDA

Ms. Patricia Garcia suggested that the Board table the item related to District Governing Board Goals and President Administration Goals for 2020-2021.

Dr. Nat White moved to approve the agenda without the action item related to DGB and President Goals and Mr. Patrick Hurley seconded the motion. The agenda was approved as presented (Ms. Garcia, Mr. Hurley, Dr. Peoples, Mr. Smith, and Dr. White voting in favor).

ADOPTION OF CONSENT AGENDA

- A. Minutes of a Work Session – August 19, 2020
- B. Minutes of a Regular Meeting – August 19, 2020
- C. Minutes of a Retreat – August 31, 2020
- D. Separations/New Hires

Dr. Marie Peoples moved to approve the Consent Agenda and Mr. Joseph Smith seconded the motion. The motion was unanimously approved (Ms. Garcia, Mr. Hurley, Dr. Peoples, Mr. Smith and Dr. White voting in favor).

FOLLOW UP ITEMS

Ms. Patricia Garcia reviewed the follow up items with the Board.

INTRODUCTION OF GUESTS

Mr. Steve Peru introduced Mr. Benjamin Reed and Ms. Colleen Lassens, CCC students and scholarship recipients.

CALL TO THE PUBLIC

There was no response to the call to the public.

CCC EXCELLENCE – Student Appreciation Moment – Mr. Steve Peru

Mr. Benjamin Reed and Ms. Colleen Lassens talked about their history, what brought them to the College, and the ways that scholarships are assisting them achieve their educational goals.

JOINT DISTRICT GOVERNING BOARD/FOUNDATION BOARD DISCUSSION – Dr. Colleen Smith and Mr.

Steve Peru

Dr. Colleen Smith and Mr. Steve Peru gave a presentation to both the District Governing Board and Foundation Board.

Chair Patricia Garcia spoke about the CCC mission. Ms. Christina Caldwell, Chair of the Foundation Board, spoke about the CCC Foundation mission.

Dr. Colleen Smith reviewed process to update the College's mission and vision as part of the preparation for the strategic plan. Mr. Steve Peru talked about the alignment of the College and Foundation strategic plans and missions.

Dr. Smith reviewed the College's goals for the 2020-2025 Strategic Plan that were approved by the District Governing Board at their last meeting, discussed the process used to develop the goals, and the college-wide participation in goal teams to develop the Strategic Plan. Mr. Steve Peru talked about the Foundation's current strategic plan which will be closing out soon and about how the work of the Foundation aligns with the work of the College.

Dr. Smith highlighted two main things that would really help the College if both boards were working towards supporting. Dr. Smith discussed a public private partnership to develop student and workforce

housing at the College's Page Center. Currently there are no opportunities for student housing and the City of Page is experiencing a shortage of workforce housing. Mr. Joey Smith talked about how Page and the surrounding area would benefit from this housing and how it would take some weight off of our student's shoulders. Mr. Patrick Hurley talked about his experience with the Page area and as a contractor. This project is an example of the College following the Board's direction of developing entrepreneurial projects and in serving all the communities in our County. Ms. Christina Caldwell talked about the many ways she could see the Page Center and area growing with the addition of this housing.

Dr. Smith discussed County-wide support for the College. The goals of this effort would be to find out if we are serving our county, how we could increase programs and offerings, ways to develop partnerships to support these programs, and the possibility of seeking a ballot initiative to gain more financial support. Dr. Nat White talked about ways this could increase connection and support for the College, raise the visibility of the College across the County, and how that could translate to additional financial support in the future. Ms. Gail Lowe talked about how partnerships could strengthen the heart of CCC. Mr. Steve Peru connected this initiative to the work the Foundation is doing related to raising funds for scholarships and develop partnerships to support programs. Dr. Smith talked about the role of the CCC Champions in all of these efforts. Mr. Patrick Hurley talked about the great need for support from the community and how much of a difference it would make to increase the College's base property tax rate and ways the Foundation Board could assist in that effort. The College has tried for several years to modify the legislation that would allow us to propose a ballot initiative to raise the base property tax rate to permanently increase the College's funding. That legislation was passed two years ago and we have an eight-year window to bring forward a ballot initiative.

Mr. Steve Peru talked about the ideas the Foundation Board has developed through their engagement and excitement. Mr. Peru also talked about the most recent Foundation Audit and the teamwork that resulted in an audit with no findings. Mr. Peru thanked the Business Office for their support as well as Ms. Nicole Honanie and Ms. Lina Wallen. The presentation in this area covered ideas the Foundation Board and committees have for events over the next year. The Distinguished Service Award deadline was extended because of COVID-19. The Foundation is developing plans to host a virtual scholarship breakfast and annual meeting on October 23, 2020. Mr. Peru highlighted several initiatives surrounding the Cross-Country program which will be completely community funded.

Ms. Christina Caldwell thanked Mr. Peru and his staff for their efforts in getting the Fundraising and Alumni committees up and running so quickly.

Members of both Boards discussed the different initiatives presented tonight, expressed their appreciation for these efforts, and asked questions about the initiatives. Mr. Lee Treece encouraged everyone to think about smaller areas like the Grand Canyon and Fredonia.

ACTION ITEMS

Extrication Equipment Donation Acceptance – Mr. Steve Peru

In FY 2019/2020, a grant proposal was submitted to the Arizona Community Foundation by the Coconino Community College Foundation to support the acquisition of vehicle extrication equipment, i.e. "Jaws of Life" to be used to train Emergency Medical Services (EMS) and Rescue students as well as to provide continuing education, training and certification for existing EMS and Rescue personnel. Prior to this, CCC relied on utilizing equipment from local fire departments which, due to unpredictable and emergency nature surrounding the use of the equipment, depending on "loaned" equipment which was generously provided, was not always possible on a routine basis. Acquiring the equipment for exclusive use by CCC

provided the opportunity for the College to offer expanded classes and training resources. The grant award which was jointly funded by the Northern Arizona Healthcare Foundation and the Capstone Health Fund totaled \$275,000 with \$100,000 going to support the CCC Nursing program and \$135,000 going to support the acquisition of the vehicle extrication equipment.

Mr. Steve Peru recommended that the District Governing Board accept the transfer of vehicle extrication equipment valued in total of \$178,000 from the Coconino Community College Foundation, the grant recipient.

Questions on the item included what the program will be using for vehicles to practice on. The Foundation is currently looking for a funder to acquire junked cars and any donations of junked vehicles would be eligible for tax credits.

Dr. Nat White made a motion to approve the transfer of vehicle extrication equipment. Mr. Patrick Hurley seconded the motion and it was unanimously approved (Ms. Garcia, Mr. Hurley, Dr. Peoples, Mr. Smith and Dr. White voting in favor).

Policy 34-00 Public Comment – Ms. Patricia Garcia

As part of the District Governing Board's efforts to review policy and procedure items, the Board reviewed Policy 34-00 Public Comment on May 21, 2020 and considered revisions to the policy. The Board recommended a small change to the policy and requested that it be brought forward at a future date to approve the revisions. This agenda item is requesting approval of the revisions to Policy 34-00.

Ms. Patricia Garcia recommended that the Board approve the revisions to Policy 34-00.

Dr. Nat White made a motion to approve the revisions to Policy 34-00 Public Comment. Mr. Joseph Smith seconded the motion and it was unanimously approved (Ms. Garcia, Mr. Hurley, Dr. Peoples, Mr. Smith and Dr. White voting in favor).

Approval of the 2020-2025 Strategic Plan – Dr. Colleen Smith

At the August 19, 2020 meeting, the District Governing Board approved the four strategic goals in the 2020-2025 Strategic Plan titled Students First: Vision 2025. Since that meeting, the strategic plan has been sent out the College for final feedback and new items relating to the proposed District Governing Board goals for 2020-2021 have been added.

The College also considers the Strategic Plan a living document that is reviewed at least annually. Items in the document can be added, modified, or removed to fit the needs of the College over time. The College considers the District Governing Board goals and priorities in that review to ensure that the Strategic Plan remains aligned with the Board's priorities for the College. This agenda item requests final approval for the 2020-2025 Strategic Plan.

Dr. Colleen Smith recommended that the Board approve the 2020-2025 Strategic Plan.

Dr. Marie Peoples made a motion to approve the 2020-2025 Strategic Plan. Dr. Nat White seconded the motion and it was unanimously approved (Ms. Garcia, Mr. Hurley, Dr. Peoples, Mr. Smith and Dr. White voting in favor).

Dr. Smith and the Board thanked everyone that participated in the development of the strategic plan.

Intergovernmental Agreement – Northern Arizona University – Dr. Jami Van Ess and Mr. Steve Peru

The Board congratulated Dr. Jami Van Ess on the completion of her doctoral degree and was pleased to address her as Dr. Van Ess this evening.

On July 9, 2009, Northern Arizona University and Coconino Community College signed an Intergovernmental Agreement (IGA) to outline the agreement between the two institutions. The IGA lists terms and conditions for CCC and NAU to collaborate in academic instruction, curriculum development, and articulation through pooling and sharing of common and complementary resources of each institution. The term of the agreement allowed for consecutive two-year renewal periods but all of the renewal periods expired on July 1, 2020. The attached IGA was written for a one-year term to enable both institutions to update all of the appendices and exhibits and to eliminate the attached Exhibit A. Starting in July 1, 2020, the IGA may be renewed for successive five-year periods using an addendum. College leadership has reviewed the IGA and given input, and legal counsel reviewed the IGA for form.

This agenda item requests approval of the IGA and authorization for the President to sign the agreement.

Dr. Jami Van Ess and Mr. Steve Peru recommended that the Board approve the intergovernmental agreement with Northern Arizona University and authorize the President to sign it.

Dr. Marie Peoples made a motion to approve the IGA and authorize the President to sign it. Mr. Patrick Hurley seconded the motion and it was unanimously approved (Ms. Garcia, Mr. Hurley, Dr. Peoples, Mr. Smith and Dr. White voting in favor).

INFORMATION AND REPORTS

Board Reports

The Alliance and the Association of Community College Trustees have not met recently. The Foundation Report was completed in the earlier discussion between both boards. Dr. White expressed his appreciation for the many ways the College and the Foundation Board are aligning.

President’s Report – Dr. Colleen Smith

Dr. Smith highlighted the recent All College Meeting that had a lot of participation and was held over Zoom. There was a lot of enthusiasm during the meeting and College staff were ready to start the semester. Dr. Smith expressed her appreciation for everyone working together and sharing information. The theme for this year’s event was Movin’ Right Along and was meant to show that the College is facing this pandemic with courage and support. Tonight’s sign off will be some music to remind us all of that.

The DGB and Foundation Board are all so proud of how the College has weathered the pandemic, how hard faculty and staff have worked to overcome obstacles, and the many ways the College has adjusted for COVID-19.

AGENDA ITEMS FOR FUTURE MEETINGS

Dr. White would like to discuss the 15% drop in enrollment and if there are any other factors besides COVID-19 affecting enrollment. Mr. Patrick Hurley would like to consider the possibility of increased enrollment due to the current recession/change of economy/change in employment and how the College could retool to train people in the upcoming years.

ANNOUNCEMENTS

The next District Governing Board meeting will be October 22, 2020.

The next Foundation Board meeting was changed to October 14, 2020.

MEETING EVALUATION

This has been much more informative than many of the joint meetings in the past and shows that the Boards are more in alignment, that there is new leadership at the Foundation, and a lot of enthusiasm from the Foundation Board.

The Board congratulated Dr. Van Ess again for completing her doctorate. Dr. Van Ess will be receiving her degree at a virtual ceremony next month.

The Board also congratulated Ms. April Sandoval. Not only did she receive the ACCT Pacific Region Board Staff Member award, but she was also the overall Association Awardee.

ADJOURNMENT: Mr. Patrick Hurley made a motion to adjourn the meeting at 7:30 pm. The motion was seconded by Dr. Nat White and unanimously approved. The motion was unanimously approved (Ms. Garcia, Mr. Hurley, Dr. Peoples, Mr. Smith and Dr. White voting in favor).

MINUTES PREPARED BY:

Ms. April Sandoval
Board Recorder

Dr. Nat White
Vice Chair/Secretary of the Board

Ms. Patricia Garcia
Board Chair