

**COCONINO COMMUNITY COLLEGE
DISTRICT GOVERNING BOARD**

REGULAR MEETING

APRIL 21, 2021



**COCONINO COMMUNITY COLLEGE
MINUTES OF A REGULAR MEETING
OF THE
DISTRICT GOVERNING BOARD
APRIL 21, 2021**

A Regular Meeting of the Coconino Community College District Governing Board was via interactive video conferencing (Zoom). Board Chair, Dr. Nat White, called the meeting to order at 5:47 pm.

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

ABSENT: None

Also Present: Dr. Colleen Smith, CCC President; Mr. Anthony Williams, Ms. April Sandoval, Mr. Bob Voytek, Mr. Robert Sedillo, Mr. Brian Wilson, Ms. Dianna Sanchez, Mr. Dietrich Sauer, Mr. Donovan Wiedmann, Ms. Isabella Zagare, Dr. Jami Van Ess, Ms. Kay Leum, Mr. Keith Becker, Ms. Kimberly Batty-Herbert, Mr. Kurt Stull, Mr. Larry Hendricks, Dr. Nate Southerland, Ms. Randi Axler, Ms. Sarah Benton, and Ms. Suzzanna Rodriguez.

Reports, summaries, background material, and other documents referred to in these minutes can be found in the April 21, 2021 documents file.

Follow Up

- None

ADOPTION OF AGENDA

Ms. Patricia Garcia moved to approve the agenda, and Mr. Patrick Hurley seconded the motion. The agenda was approved as presented (Mr. Eikenberry, Ms. Garcia, Mr. Hurley, Mr. Smith, and Dr. White voting in favor).

ADOPTION OF CONSENT AGENDA

- A. Minutes of a Work Session – March 24, 2021
- B. Minutes of a Regular Meeting – March 24, 2021

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

FOLLOW UP ITEMS

There were no follow-up items.

INTRODUCTION OF GUESTS

Mr. Larry Hendricks and Dr. Colleen Smith introduced Ms. Dianna Sanchez, the College's new Chief Development Officer.

CALL TO THE PUBLIC

There was no response to the Call to the Public.

ACTION ITEMS

A. Contract Renewal – Ellucian ERP and Systems – Ms. Jami Van Ess

Dr. Jami Van Ess introduced this action item and talked about Ellucian/Banner being one of the primary operating systems for the College that touches many departments. Dr. Van Ess suggests a five-year contract renewal as it saves the College nearly \$50,000 over five years.

Ms. Van Ess recommended that the District Governing Board adopt a motion to renew the Ellucian contract for five years and authorize the President to sign the contract.

Mr. Joseph R. Smith made a motion to renew the Ellucian contract for five years and authorize the President to sign the contract. Ms. Patricia Garcia seconded the motion, and it was unanimously approved (Mr. Eikenberry, Ms. Garcia, Mr. Hurley, Mr. Smith, and Dr. White voting in favor).

Dr. Colleen Smith thanked Mr. Brian Wilson, a working manager like many of the College staff but is constantly actively working on improving IT systems and is also part of a consortium to see if they can start to save money as a consortium on high-cost programs like ERP.

Mr. Wilson answered the Board's questions on how user-friendly Banner is and how the proposed consortium could not only save money but assist with other technology. He also discussed the timeline it would take to transition to a new ERP product.

Dr. White complimented Mr. Wilson and the IT department on not always relying on the same products and ideas and always looking for new opportunities.

B. Contract Renewal – Canvas Learning Management System – Ms. Jami Van Ess

Ms. Jami Van Ess presented this item and talked about how much more integrated into the College's systems Canvas has become during the COVID-19 pandemic. Instructure offered a discount in the first year of the contract, and the pricing stays flat in years two and three. Most IT-related contracts include price increases each year. The cost for this item has been built into the budget that the Board reviewed at the Work Session earlier in the evening.

Ms. Van Ess recommended that the District Governing Board adopt a motion to renew the Canvas (Instructure) Learning Management System contract for three years and authorize the President to sign the contract.

Discussion on this item included questions on if the contract was reviewed by legal and how Mr. Robert Sedillo is involved in the review process; the connection between Banner and Canvas; whether the College would have to change both programs if one of them changed; how Canvas has helped with COVID-19 and made it possible for students not to be bound by walls; and how this software has also reduced materials costs for printing syllabi and other course materials.

Mr. Patrick Hurley made a motion to renew the Canvas (Instructure) Learning Management System contract for three years and to authorize the President to sign the contract. Mr. Eric Eikenberry seconded

the motion, and it was unanimously approved (Mr. Eikenberry, Ms. Garcia, Mr. Hurley, Mr. Smith, and Dr. White voting in favor).

INFORMATION AND REPORTS

Board Reports

- A. AACCT: This item was covered in today's work session. AACCT will be meeting on April 29, 2021, for the first time to review bylaws and other topics. Mr. Joseph Smith is looking forward to meeting the other trustees and learning from them.
- B. ACCT: There was nothing new to report this month.
- C. Alliance: The next meeting will be May 21, 2021, and Ms. Jami Van Ess will cover for Mr. Patrick Hurely since Mr. Hurley will be out of town.
- D. Foundation Board: With the resignation of Mr. Steve Peru, there is a transition happening in the Foundation leadership position, and the Board will be meeting next in May.
- E. Others – There were no other reports.

Dr. Nat White took a few minutes to note how very organized the College's approach to the HLC assurance argument has been and wanted trustees to be aware of how much time is being taken to prepare for the College's upcoming accreditation visit. Mr. Patrick Hurley asked for more information on when and how the Board would be involved in the assurance argument. The Board will be reviewing it later this summer, after their retreat and the Executive Leadership Council retreat, to allow the Board's priorities for the next year to be incorporated in the assurance argument.

Business and Administrative Services – Ms. Jami Van Ess

Ms. Jami Van Ess reviewed the Budget Status Report through March 30, 2021, with the Board. For additional information on the report, please see the April 21, 2021 board materials. The Board discussed the College's investments and the very strict restrictions on investing for public entities.

Academic and Student Affairs – Dr. Nate Southerland

A. Adult Education Program

Mr. Donovan Wiedmann gave a presentation on the College's Adult Education programs and highlighted the services offered.

Discussion on the presentation included the following:

- The College not being able to serve incarcerated individuals because of other programs and grant restrictions.
- How partners are involved and support the program.
- The new high school equivalency certificate, how it compares to the GED, and ways it can open up more pathways to high school equivalency.
- How the partners work together to support students and provide services to help students get high school equivalency and workforce training.
- The grants used to support the program.
- The complexity of the program and all the different pieces and services that are provided.
- Program metrics and how they can be increased to bring services to more people in the County.

Dr. Colleen Smith thanked Mr. Wiedmann for his leadership and work to help everyone understand that we are all on the same team and work together to serve the students in Coconino County. The Board thanked Mr. Wiedmann for his presentation and his work on the program.

B. Williams Hospitality Program

Ms. Kay Leum gave a presentation on the Williams Hospitality program and discussed a recent meeting with the City of Williams. Ms. Leum is working with the City to move the program forward and integrate it with the local high school. This program is needed in all Northern Arizona Communities, and the Williams program could be a model for programs in other cities.

President’s Report – Dr. Colleen Smith

Dr. Colleen Smith hoped to have a better legislative update for the Board, but currently, several bills are awaiting the Governor’s signature. All bills are in a favorable situation, especially the one that would grant additional one-time funding to rural community colleges.

Dr. Smith focused on a few of the many items in the President’s Report and the many great things the College is doing. Dr. Smith appreciates people taking leadership positions in the community and serving on many commissions and boards. It is so wonderful to see so much going on, even during a pandemic. So many people are working so hard to make things happen.

AGENDA ITEMS FOR FUTURE MEETINGS

None

ANNOUNCEMENTS

The next District Governing Board meeting will be May 19, 2021 (Truth in Taxation and Budget Meetings/Hearings).

The next Foundation Board meeting will be May 13, 2021.

MEETING EVALUATION

The Board discussed the switch to new board packet software, Boardable. The new program is working well and does not seem to have as many glitches as the previous program. It also allows Board members to download and print individual items.

ADJOURNMENT: Mr. Patrick Hurley made a motion to adjourn the meeting at 7:18 pm. The motion was seconded by Mr. Joey Smith and unanimously approved. The motion was unanimously approved (Mr. Eikenberry, Ms. Garcia, Mr. Hurley, Mr. Smith, and Dr. White voting in favor).

MINUTES PREPARED BY:

Mr. Joseph R. Smith
Vice Chair/Secretary of the Board

Ms. April Sandoval
Board Recorder

Dr. Nat White
Board Chair