

**COCONINO COMMUNITY COLLEGE
DISTRICT GOVERNING BOARD**

REGULAR MEETING

SEPTEMBER 20, 2023



**COCONINO COMMUNITY COLLEGE
MINUTES OF A REGULAR MEETING
OF THE
DISTRICT GOVERNING BOARD
SEPTEMBER 20, 2023**

A Joint Board Meeting of the Coconino Community College District Governing Board and Foundation Board was held in Room D9 at the Page Center, 475 S. Lake Powell Blvd, Page, Arizona 86040. Board Chair Dr. Nat White called the meeting to order at 12:04 p.m.

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

ABSENT: Patricia Garcia

Also Present: Dr. Eric Heiser, Ms. Kirsten Mead, Mr. Joe Donaldson, Mr. Sam Proctor, Mr. Brian Blue, Ms. Gail Lowe, Ms. Cheryl Blume, Ms. Christina Caldwell (Zoom), Ms. Brenda Silveus (Zoom), Mr. Chris Bavasi (Zoom), Ms. Kris Harris, Mr. Brian Francis, Ms. Jessica Dodson, Mr. David Asencio, Ms. Dianna Sanchez, Ms. Kay Leum, Dr. Jami Van Ess, and Dr. Kelly Trainor, and Ms. Debra Owens

Reports, summaries, background material, and other documents referred to in these minutes can be found in the September 20, 2023, documents file.

ADOPTION OF AGENDA

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

ADOPTION OF CONSENT AGENDA

- A. Minutes of a Work Session – August 16, 2023
- B. Minutes of a Regular Meeting – August 16, 2023
- C. Separations/New Hires

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

FOLLOW UP ITEMS

There were no follow-up items.

INTRODUCTION OF GUESTS

Ms. Kay Leum introduced Mr. David Asencio, the new Dean of Student Development at the College; Ms. Jessica Dodson, the Retention Coordinator for the NASANTI grant; and Ms. Debra Owens, student speaker for the Foundation. Mr. Brian Francis was also in attendance, and Chair White applauded his presence at the meeting.

CALL TO THE PUBLIC

There was no response to the Call to the Public.

CCC Excellence - Foundation Scholarship Student Impact with Student Speaker – Ms. Debra Owens

Ms. Debra Owens introduced herself in Navajo and then addressed the District Governing Board and the Foundation Board. Ms. Owens spoke about how she arrived as a student at the CCC Page Center after not being in school for 23 years and her experience as a Summer Bridge student. Ms. Jessica Dodson was instrumental in Ms. Owens' enrollment and success. Technology and online learning were new and frustrating; she was the oldest student in class, and when she wanted to quit, her grandfather encouraged her to continue with his own story of not being able to pursue his education. Ms. Owens is part of PTK and is a Foundation scholarship recipient.

Mr. Eric Eikenberry asked Ms. Owens about her goals and how she is progressing. Ms. Owens stated that her husband, who has a degree from NAU, is her inspiration. It was hard to start her education journey because of family obligations, but he encouraged her to continue. Ms. Owens plans to pursue a degree in psychology from ASU.

Ms. Kay Leum praised Ms. Owens for taking four summer classes and noted that taking that many classes at once is tough, all while raising three daughters, a husband, and working as a paraprofessional for the Page School District.

ACTION ITEMS

A. Delegation to and Accountability of the President

Chair White gave an overview of where the Board was with Arizona's revised statutes and that the District Governing Board doesn't have a specific policy to delegate authority to the President. Mr. Hurley expanded on Chair White's overview, stating that it was assumed since the President was the Board's only employee. The Board prefers to follow the statutes and implement a policy.

In the past, the District Governing Board has delegated CCC Presidents the authority to conduct the business of the College as they see fit. However, a policy has not been implemented to guarantee future Presidents would be afforded the same authority.

The District Governing Board has discussed this at length, sought legal opinion, and looked to other community colleges in the state to define a policy that sets realistic expectations and accountability of the President.

Mr. Patrick Hurley moved to approve the Delegation to and Accountability of the President policy, and Mr. Patrick Hurley seconded the motion. The motion was unanimously approved (Mr. Eikenberry, Mr. Hurley, Mr. Smith, and Dr. White voting in favor).

B. EAB Contract – Dr. Eric Heiser

Dr. Heiser reiterated the information presented in the Work Session about establishing a cloud-based data storage system and a dashboard that will give access to College data that is clear, easy to interpret, and secure. See the September 20, 2023, documents file for additional information.

The College seeks to use EAB for data infrastructure and agility, providing trustworthy and unified data. EAB will increase the College's use of data analytics to ensure that the College is responding to needs as they arise and provide more support for Institutional Research to democratize data across the institution.

As allowable under ARS § 41-2632 and CCC Procedure 202-06, and through due diligence performed by CCC Purchasing Services, a forthcoming contract through the EdgeMarket cooperative for EAB Edify is fully compliant as the contracting vehicle.

Chair White recommended a motion to authorize President Heiser, with oversight of the Board Chair and potentially the consult of other Board members, if needed, to sign a multi-year contract with EAB corporation to provide Coconino Community College data infrastructure, data warehouse, and institutional research services. The amount of the contract shall not exceed \$150,000 annually.

Dr. Heiser explained that usually, the Board is brought a contract to approve; this is an unusual situation, and the Board is being asked to make an exception to the norm and allow the President to sign the \$150,000 contract, with review by the Board Chair, and potentially other Board members, if needed. This will speed up establishing the data dashboard created by EAB. The Board will receive the contract to review, and Dr. Heiser will work with Chair White to approve.

Mr. Eric Eikenberry motioned to allow Dr. Heiser to sign the EAB contract with review by the Board Chair, and Mr. Joseph Smith seconded the motion. The motion was unanimously approved (Mr. Eikenberry, Mr. Hurley, Mr. Smith, and Dr. White voting in favor).

Joint District Governing Board/Foundation Board Items – Ms. Diana Sanchez

Ms. Dianna Sanchez introduced the Foundation Board members in attendance: Mr. Brian Blue, Mr. Sam Procter, Ms. Gail Lowe, Ms. Brenda Silveus (Zoom), Ms. Christina Caldwell (Zoom), Mr. Chris Bavasi (Zoom), and College staff liaisons Ms. Kay Leum and Dr. Jami Van Ess.

A. Foundation Update – Ms. Cheryl Blume

Ms. Cheryl Blume spoke about events such as Palette to Palate, the golf tournament, and the Students First Breakfast that the Foundation has held in the past few months. Ms. Blume is proud that Ms. Sanchez and Ms. Kris Harris had the most successful Palette to Palate in the event's history. Ms. Blume commended Ms. Sanchez for securing the \$1M anonymous gift that will be renewed for three additional years, totaling \$4M. The gift allows College staff to be placed inside local high schools to work with sophomore male students to help them succeed in high school, through community college, and into life. Ms. Sanchez indicated the program is gearing up to hire and start working with students in the spring.

Dr. Heiser expanded on the \$4M gift and its value to the community. The vision is that five CCC employees (a director and two success coaches in the high schools) will be embedded in the local high schools to make connections and establish relationships while the students are dually

enrolled in the College. The goal is to make a concentrated effort to help students who don't think they're college material realize their potential.

Ms. Sanchez also spoke about the \$750,000 grant received from the Lowe's Foundation for the construction program, which Mr. Ken Meyers will lead. The Lowe's Foundation has scheduled several events in Phoenix for our students to participate in. They will come and visit our campuses at the end of October.

The Foundation has been working on its investment plans and policies. Ms. Blume thanked the Foundation Board for their hard work. Mr. Eric Eikenberry feels that the Foundation Board is sincere in their efforts.

Chair White asked about seats available on the Foundation Board. Ms. Blume indicated they are getting ready to onboard a new Board member.

B. Financial Update – Ms. Gail Lowe

Ms. Gail Lowe spoke about the changes made in how the Foundation invests, banks, and how short-term funds are being managed for easier access and are now FDIC insured. Additionally, the Foundation staff are holding more PR and fundraising events, which bring more funding that helps serve their mission to help the College.

Mr. Brian Blue asked the District Governing Board about their vision for the College and why they hired Dr. Eric Heiser as President. The Board discussed:

- The vision points to serving students and providing education and for the faculty and staff to be able to help students be successful
- Mr. Eric Eikenberry spoke about why Dr. Heiser was hired. Dr. Heiser has a holistic approach to caring for students that Mr. Eikenberry never knew was needed. It was refreshing to hear of a new way to serve students that looks at a student as a whole.
- Mr. Joseph Smith spoke about Dr. Heiser being data-driven and forward thinking, which puts the College in a position to put students first
- Mr. Patrick Hurley spoke about how Dr. Colleen Smith impacted the College by making meaningful connections and that Dr. Heiser is forward thinking and data driven and will take it to the next level. The College has been recognized for what it brings to the community and the county but feels that the community doesn't know what we do. Expanding horizons for community members who have never considered college and have been overlooked.
- After the tax reset passed and the Board hired a new President, Chair White believes the College has much more recognition
- The Foundation wants to be aligned with the College's vision and will be there to support it
- Ms. Christina Caldwell recognized Ms. Sanchez's efforts and opportunities to support students and the infrastructure required to carry this out. Ms. Caldwell asked the District Governing Board to give Ms. Sanchez the tools to be successful at her job.

CCC WIG Update – Dr. Eric Heiser

Dr. Eric Heiser explained the process to arrive at the College's Wildly Important Goal (WIG). The President's Cabinet, Faculty Senate President, and Staff Council Chair participated in a two-day retreat with a Franklin Covey facilitator to arrive at the WIG. Staff and the President's Cabinet will work together to determine the steps needed to reach the WIG. Cultural change and behavior change are needed to achieve our WIG. This process will start in earnest until the fall; between now and then, the College is engaging all the staff to have time to develop how their team will be able to help achieve the WIG and sub-WIGs. For more information, see the September 20, 2023, documents file.

The primary WIG for the College is to increase retention (Fall to Fall, FTIC) from X to Y by May 2026, with a milestone of 5% per year.

The sub-WIGs are:

1. Increase support for learners (as measured by CCSSE) from 46.1% to 61.1% by May 2026
2. Increase course success rate from 70.49% to Y by May 2026

Retention was arrived at by the data the Cabinet reviewed that showed the College loses $\frac{1}{4}$ of students from Fall to Spring and $\frac{1}{2}$ of students from Fall to Fall. These students told us they wanted to get a certificate or degree, and the College doesn't know where they went. Now that the College knows where it is struggling, departments will be asked how they can contribute to the success of the WIG and sub-WIGs.

The Board discussed:

- Knowing what the problem is vs. knowing how to fix it; Franklin Covey will work with each department on how they can achieve the goals that have been set
- How faculty will be engaged, and how staff may be intimidated by the scope

INFORMATION AND REPORTS

Board Reports

AACCT – Mr. Joseph Smith spoke about the AACCT/AC4 Legislative Retreat held in Flagstaff last month which he attended with Chair White and Dr. Eric Heiser. The topic was what direction the community college district will go with the legislature and arrived at, where the gaps for the state are, and how the community college district can fill them. Additionally, they spoke about the importance of data and how the legislature needs hard numbers. Dr. David Borofsky, Executive Director of AACCT and the Interim Director of AC4, discussed whether or not he should continue to be Director of both organizations.

There was discussion about the legislators wanting to return to a Community college state system, where a state legislator does everything. The system was disbanded in 2000, and the responsibility was given to the local District Governing Boards.

ACCT – no update

Alliance- Mr. Patrick Hurley spoke about the topics of the last Alliance meeting: heavy duty equipment maintenance coming to the College with a partnership with Mountain Line, moving forward with what each Alliance member can do towards employee housing, joint procurement opportunities, and NAU presented their master plan that includes integrating the campus with the City of Flagstaff in a mutually beneficial way. The Suicide Prevention line is up statewide.

Foundation Board – Mr. Brian Blue, Chair of the Foundation Board, asked about the College partnering with NAU. Dr. Eric Heiser told the audience that the College is looking toward mutually beneficial partnerships.

Business and Administrative Services – Dr. Jami Van Ess

Dr. Jami Van Ess informed the board of the Lone Tree Remodeling project end and the impacts across the College. For additional information on the report, please see the September 20, 2023, meeting materials.

President’s Report – Dr. Eric Heiser

Dr. Eric Heiser presented the Economic Impact of CCC report compiled by Lightcast. For additional information on the report, please see the September 20, 2023, meeting materials.

Through AC4 contracts, the College could pay for an Economic Impact Report and a Coconino County Economic Impact Report that is being presented today.

There was only one question about the report: Do NAU’s numbers affect the College’s cost-benefit analysis?

AGENDA ITEMS FOR FUTURE MEETINGS

None

ANNOUNCEMENTS

The Investiture and Gala on September 29, 2023

ACCT Leadership Congress October 9 – 12, 2023

The next District Governing Board meeting will be October 18, 2023

The next Foundation Board meeting will be November 28, 2023

ADJOURNMENT: Mr. Joseph Smith motioned to adjourn the meeting at 2:10 p.m. Mr. Patrick Hurley seconded the motion. The motion was unanimously approved (Mr. Eikenberry, Mr. Hurley, Mr. Smith, and Dr. White voting in favor).

MINUTES PREPARED BY:

Ms. Kirsten Mead
Board Recorder

ATTEST and APPROVED:

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

Dr. Nat White
Board Chair