

**COCONINO COMMUNITY COLLEGE
DISTRICT GOVERNING BOARD**

REGULAR MEETING

FEBRUARY 27, 2024



**COCONINO COMMUNITY COLLEGE
MINUTES OF A REGULAR MEETING
OF THE
DISTRICT GOVERNING BOARD
FEBRUARY 27, 2024**

A Regular Meeting of the Coconino Community College District Governing Board was held in the Board Room at Coconino Community College, 2800 S. Lone Tree Rd., Flagstaff, AZ 86005. Board Chair Joey Smith called the meeting to order at 6:33 pm.

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

ABSENT: Patricia Garcia

Also Present: Dr. Eric Heiser, Ms. Kirsten Mead, Dr. Jami Van Ess, Mr. Tony Williams, Ms. Dianna Sanchez, Ms. Janel States, Dr. Adriana Flores-Church, Mr. Craig Hunt, Mr. Brian Wilson, Ms. Colleen Carscallen, Ms. Jennifer Jameson, Ms. Julie Baumgartner, Mr. Kurt Stull, Mr. Ryan Bouwhuis, Ms. Sonni Marbury, Ms. Randi Axler, Mr. Keith Becker, Mr. Doug Friedman, Ms. Cheryl Meilbeck, Mr. Charles Hernandez, and Ms. Sarah Benton.

Reports, summaries, background material, and other documents referred to in these minutes can be found in the February 27, 2024, documents file.

ADOPTION OF AGENDA

Dr. Nat White moved to approve the agenda, and Mr. Patrick Hurley 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 – January 17, 2024
- B. Minutes of a Regular Meeting – January 17, 2024
- C. Minutes of a Budget Work Session – January 22, 2024
- D. Minutes of a Special Meeting – February 1, 2024
- E. Separations/New Hires

Mr. Patrick Hurley moved to approve the Consent Agenda and Mr. Eric Eikenberry 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. Janel States introduced Flagstaff Police Department Lieutenant Charles Hernandez, Commander of the High Country Training Academy.

CALL TO THE PUBLIC

There was no response to the Call to the Public.

CCC EXCELLENCE – Dr. Eric Heiser

Dr. Eric Heiser recognized Ms. Dianna Sanchez as an Athena Award Finalist at the Greater Flagstaff Chamber of Commerce event. Athena Awards are presented to local businesswomen who have achieved excellence in their field, served the community, assisted other women in attaining their goals, and differentiated the unique challenges and achievements inherent to public and private sector work.

ACTION ITEMS

A. Law Enforcement Training (LET) Curriculum and Certificate – Dr. Eric Heiser

Dr. Eric Heiser presented the action item to the Board. See the February 27, 2024, documents file for additional information.

The High Country Training Academy (HCTA) was established as an Arizona Police Officers Standards and Training (AZPOST) accredited/non-credit law enforcement academy to primarily serve the needs of Coconino County's law enforcement agencies. The commanders of our local agencies desire college credit for the HCTA to support the academic progress of their officers directly. The curriculum for the HCTA and a corresponding academic certificate in Law Enforcement Training, mirroring comparable programs in the state, has been approved by the CCC Curriculum Committee. With the next session of HCTA commencing in late March 2024, approval of the curriculum is desired to begin offering the HCTA as a credit-bearing program that results in an academic certificate.

The recommendation to the District Governing Board is to approve the proposed addition of the 40 credit hours of LET (Law Enforcement Training) courses and the proposed Certificate in Law Enforcement Training, effective as of the next HCTA session that begins in March 2024.

Mr. Eric Eikenberry motioned to approve the Law Enforcement Training (LET) Curriculum and Certificate as presented 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. Arizona Attainment Alliance (A++) IGA Resubmission – Dr. Jami Van Ess

Dr. Jami Van Ess presented the action item to the Board. See the February 27, 2024, documents file for additional information.

A variation of this IGA was Board-approved during the October 2023 DGB meeting. NAU later found they had established a term longer than what is allowed by their internal policy and procedures. This updated version of the IGA reduced the term from ten (10) to five (5) years. Otherwise, there are no other changes. It has been reviewed, approved, and signed by CCC's outsourced legal firm. The following paragraph is excerpted from the October meeting submission form:

The Arizona Attainment Alliance (A++) is an ambitious goal developed by both Northern Arizona University and many Arizona Community Colleges. The end goal of the alliance is to increase access to higher education for all students, not just those with the resources to do so. The A++ IGA is meant to serve as a flexible framework that streamlines our ability to work towards our shared priorities as

outlined in the A++ goals and objectives. It will help us as we seek to: scale out Universal Admissions; refine or develop high-demand, high-earning, high-quality academic pathways; adopt common approaches to academic and career advising; leverage low-touch, high-tech capabilities to enhance teaching, learning, and advising; and work towards the creation of a common backbone of data and technology to make the student experience more seamless.

It is recommended that the District Governing Board approve the updated version of A++ IGA for signature by President Heiser.

Dr. Nat White motioned to approve the presented Arizona Attainment Alliance (A++) IGA Resubmission, and Mr. Patrick Hurley seconded the motion. The motion was unanimously approved (Mr. Eikenberry, Mr. Hurley, Mr. Smith, and Dr. White voting in favor).

C. Salaries and Benefits FY25 – Dr. Jami Van Ess

Dr. Jami Van Ess presented the action item to the Board. See the February 27, 2024, documents file for additional information.

Salary and Benefits recommendations for Fiscal Year 2025 were discussed by the Board during the Budget Retreat and work session. The information provided to the Board included strategic planning initiatives, board priorities, budget assumptions, and economic indicators. Based on those discussions, the recommendations for increases in Salaries and Benefits for Fiscal Year 2025 are as follows:

Salary increases for FY 2025 are as follows:

- Full-time Faculty – 2% step and 2.5% added to the schedule
 - Part-time Faculty– 4.5% per load hour increase
 - Faculty Additional Duty Pay – Load hour rate divided by 32 hours
 - Full-time Classified, Professional, and Administrative – 4.5% FTE increase (no redlining).
- In addition, the Board approves 1% to address the market.

Benefits:

- ASRS decreased employee and employer contribution rates from 12.29% to 12.27%
- NAPEBT - The College will cover the 1.5% increase for employee and employer medical contributions based on the HDHP.

It is recommended that the District Governing direct staff incorporate the salaries and benefits as presented into the Fiscal Year 2025 Budget. Changes to salaries and benefits would become effective July 1, 2024, for staff and the start of the Fall term for faculty.

The Board approves the Salary and Benefits FY25 action item with a change to “the Board approves 1% to address the market”. The new wording is: The Board approves a 4.5% increase, with an additional 1% (from the difference of 4.5% - 5.5% as presented in the budget matrix, slide 12), to address market disparity by position.

Mr. Patrick Hurley motioned to approve Salary and Benefits FY25 with the change as stated, and Mr. Eric Eikenberry seconded the motion. The motion was unanimously approved (Mr. Eikenberry, Mr. Hurley, Mr. Smith, and Dr. White voting in favor).

Dr. White explained to the Board his view on considering the budget for each year by asking these questions to ascertain if the Board is meeting its financial responsibility:

- To support providing CCC services at the highest level
- Be entrepreneurial
- Minimize student financial burden
- Respond to community needs
- Strive for fair and competitive compensation

D. Tuition and Fees FY25 – Dr. Jami Van Ess

Dr. Jami Van Ess presented the Tuition and Fees FY25 to the Board. See the February 27, 2024, documents file for additional information.

The Board discussed tuition and fee recommendations for Fiscal Year 2025 during the Budget Retreat and work session. The information provided to the Board included strategic planning initiatives, board priorities, budget assumptions, economic indicators, and State, Regional, and National market data. Based on those discussions, the recommendations for increases in tuition and fees for Fiscal Year 2025 are as follows:

Non-Class Fees

- Non-student proctor fee – requested increase fee from \$30 to \$45

Differential Tuition:

- Forestry - increase from \$5 to \$10
- Automotive - increase from \$25 to \$40
- Welding - increase from \$30 to \$40
- Manufacturing - new rate of \$30

Student Activity Fee

- \$3 per credit hour

Tuition Increase Options:

Tuition Increase Options:

Discussion	Resident	Out of County (.2 multiplier)	Western Undergraduate Exchange (.5 multiplier)	Non-Resident (3.5 multiplier)	Revenue
current	\$113.00	\$135.60	\$169.50	\$395.50	\$0
\$5 increase 4.4%	\$118.00	\$141.60	\$177.00	\$413.00	\$250,000
\$6 increase 5.3%	\$119.00	\$142.80	\$178.50	\$416.50	\$300,000
\$7 increase 6.2%	\$120.00	\$144.00	\$180.00	\$420.00	\$350,000

Mr. Eric Eikenberry motioned to raise tuition by \$6 per credit hour. The motion dies for lack of a second.

Mr. Eric Eikenberry motioned to increase tuition by \$5 per credit hour, and Mr. Patrick Hurley seconded the motion. The motion was unanimously approved (Mr. Eikenberry, Mr. Hurley, Mr. Smith, and Dr. White voting in favor).

E. Approval of Updated DGB Travel Policy 39-0 – Dr. Eric Heiser

Mr. Patrick Hurley motioned to approve the Updated DGB Travel Policy 39-0, and Mr. Eric Eikenberry seconded the motion. The motion was unanimously approved (Mr. Eikenberry, Mr. Hurley, Mr. Smith, and Dr. White voting in favor).

INFORMATION AND REPORTS

Board Reports

AACCT – Dr. Nat White attended his first AACCT meeting via Zoom recently. Elections were held, and leadership was all voted back in. There was discussion about the powers of the Executive Committee to act quickly on urgent matters without the need for the full Board. It is still under discussion.

ACCT – Ms. Patricia Garcia is absent.

Alliance – Mr. Patrick Hurley attended the Alliance meeting and was excited to learn about what the participating agencies are up to. Of note:

- FUSD enrollment is down 1.5%
- Flagstaff Deputy City Manager Joanne Keene is taking the lead on solutions for workforce and affordable housing
- The City of Flagstaff is working on grants for the flood areas
- Coconino County will be bringing an increase to the expenditure limitation to the voters this year

Foundation Board – Mr. Eric Eikenberry deferred to Ms. Dianna Sanchez who indicated the Foundation Board has a new member, Mr. Eric Macry from Desert Financial, a supporter of the Foundation. The Page Golf Tournament and Palette to Palate are upcoming in April.

PRESIDENTS REPORT – Dr. Eric Heiser

Dr. Eric Heiser told the Board about the FUSD to the CCC Director, who will be hired shortly and tasked with managing the summer camp program that focuses on grades six through nine this June. NARBHA sponsors the camp, and it is free for students. Dr. Heiser recommends that this be the proposal put forward for consideration at the ACCT Leadership Conference in October 2024.

Dr. Heiser will attend the All Arizona Academic Team Awards in Phoenix this week.

AGENDA ITEMS FOR FUTURE MEETINGS

Palette to Palate

EXECUTIVE SESSION

At 7:28 pm, a motion was made by Dr. Nat White and seconded by Mr. Patrick Hurley to enter into Executive Session Pursuant to A.R.S. § 38-431.03(A)(9), the District Governing Board may vote to enter Executive Session for discussion of critical infrastructure information and information technology.

Additionally, pursuant to A.R.S. § 38-431.03(A)(7), the District Governing Board may vote to enter Executive Session for discussion of real estate. (Mr. Eikenberry, Mr. Hurley, Mr. Smith and Dr. White voting in favor).

RECONVENED IN OPEN SESSION at 9:07 pm.

Dr. Nat White motioned to reconvene in open session. The motion was seconded by Mr. Patrick Hurley and unanimously approved (Mr. Eikenberry, Mr. Hurley, Mr. Smith, and Dr. White voting in favor). The meeting resumed in open session at 9:07 pm.

There being no further business, Chair Smith adjourned the meeting at 9:07 pm.

MINUTES PREPARED BY:

Ms. Kirsten Mead
Board Recorder

ATTEST and APPROVED:

Mr. Patrick Hurley
Vice Chair/Secretary of the Board

Mr. Joey Smith
Board Chair