

**COCONINO COMMUNITY COLLEGE
DISTRICT GOVERNING BOARD**

REGULAR MEETING

MAY 20, 2026



**COCONINO COMMUNITY COLLEGE
MINUTES OF A REGULAR MEETING
OF THE
DISTRICT GOVERNING BOARD
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A regular meeting of the Coconino Community College District Governing Board was held in person at Coconino Community College, 2800 S. Lone Tree Road, Flagstaff, Arizona 86005. Board Chair Joey Smith called the meeting to order at 6:05 pm.

PRESENT: Mr. Joey Smith, Chair
Mr. Patrick Hurley, Vice Chair
Mr. Eric Eikenberry, Trustee
Ms. Patricia Garcia, Trustee
Dr. Nat White, Trustee

ABSENT: None

Also Present: President Eric Heiser, Ms. Kirsten Mead, Dr. Adriana Flores-Church, Mr. Shane Pablo, Ms. Dianna Sanchez, Dr. Sandra Tarbell, Dr. Jami Van Ess, Mr. Tony Williams, Ms. Cathleen Banier-Goff, Mr. Keith Becker, Mr. Ryan Bowhuis, Ms. Colleen Carscallen, Dr. Mark Hartley, Mr. Craig Hunt, Ms. Jennifer Jameson, Ms. Kay Leum, Dr. Mark Maciha, Ms. Sonni Marbury, Mr. Kurt Stull, Ms. Yolanda Yazzie, Mr. Mike Anderson, Mr. Brian Blue, and Ms. Jill Stevenson.

The May 20, 2026 documents file contains reports, summaries, background materials, and other documents referenced in these minutes.

ADOPTION OF AGENDA

Trustee White made a motion, seconded by Vice Chair Hurley to approve the agenda as presented. The motion was unanimously approved (Trustee Eikenberry, Trustee Garcia, Vice Chair Hurley, Chair Smith, and Trustee White voting in favor).

ADOPTION OF CONSENT AGENDA

Vice Chair Hurley made a motion, seconded by Trustee White to approve the consent agenda as presented. The motion was unanimously approved (Trustee Eikenberry, Trustee Garcia, Vice Chair Hurley, Chair Smith, and Trustee White voting in favor).

CALL TO THE PUBLIC

Ms. Jill Stevenson, on behalf of Ms. Val Bryant, responded to the call to the public and addressed the Board regarding sustainability and energy efficiency considerations related to future College construction projects. It was encouraged that the College consider all-electric building systems, heat pump technology, and long-term operational sustainability in future facilities planning.

CCC EXCELLENCE

A. Retirement Recognition: Colleen Carscallen – Ms. Jameson

Ms. Jameson recognized Colleen Carscallen for her 26.5 years of service to Coconino Community College. Ms. Carscallen served the College in numerous instructional and leadership roles, including faculty member, department chair, interim dean, lead faculty, and associate dean. Her contributions

to curriculum development, assessment, statewide articulation efforts, and student success initiatives were highlighted during the recognition.

Ms. Carscallen expressed appreciation for her colleagues, students, and experiences throughout her career at CCC and shared her gratitude for being part of the CCC community.

ACTION ITEMS

A. CAVIAT Replacement IGA – Dr. Tarbell

Dr. Tarbell presented a replacement Intergovernmental Agreement with CAVIAT. The current agreement has not yet expired; however, changes related to CAVIAT's ability to fund students after high school graduation require updated language. Dr. Tarbell explained that once students graduate from high school, they are CCC students rather than high school students, and the agreement needs to define student status more clearly, FERPA requirements, coursework, enrollment, and student records.

Dr. Tarbell recommended that the board approve the updated IGA between CCC and CAVIAT.

The Board discussed FERPA and student record privacy.

Motion: Vice Chair Hurley moved to approve the updated IGA for CCC and CAVIAT as presented.

Second: Trustee Garcia

Vote: Motion carried unanimously.

B. CMAR – Fourth Street – Dr. Van Ess

Dr. Van Ess presented the Construction Manager at Risk (CMAR) contract with Core Construction for the Fourth Street reconstruction project. She explained that the Board previously authorized negotiations, and staff, legal counsel, and the College's insurance group, The Trust, worked with Core Construction to finalize the contract. President Heiser noted two important contract revisions requested by Vice Chair Hurley. First, billing language was revised so that invoices from Core Construction will first be submitted to the architect for review before being submitted to CCC for payment. This ensures that the architect verifies the bill before the College's payment timeline begins. Second, language regarding change orders was revised so that change orders will first be reviewed by the architect before moving forward, strengthening the College's oversight and protections.

Dr. Van Ess recommended that the District Governing Board adopt a motion to approve President Heiser signing the CMAR agreement for pre-construction services at the fee of \$419,312 with Core Construction for the Reconstruction of Fourth Street Campus.

Motion: Vice Chair Hurley motioned to approve President Heiser signing the CMAR agreement for pre-construction services at the fee of \$419,312 with Core Construction for the Reconstruction of Fourth Street Campus.

Second: Trustee Eikenberry

The Board engaged in extensive discussion regarding whether the action should authorize only pre-construction services or the full CMAR contract. Trustees clarified that the CMAR contract includes both pre-construction services and the process for establishing the Guaranteed Maximum Price

(GMP). The Board also discussed the College's ability to terminate the contract for convenience and confirmed that the Board would still need to approve the Guaranteed Maximum Price at a future meeting.

Following discussion, the Board reconsidered and amended the motion language to clarify that the President is authorized to sign the CMAR contract and that the Board is specifically approving the pre-construction services fee.

Motion to Reconsider: Trustee Garcia moved to reconsider the previously approved motion related to the CMAR contract for the Fourth Street campus to ensure clearer communication of its intent.

Second: Trustee White

Vote: Motion to reconsider carried unanimously.

Amended Motion: Vice Chair Hurley motioned to amend the previous recommendation to approve the President to sign the Construction Manager at Risk contract between Coconino Community College and CORE Construction, Inc. for the Fourth Street Reconstruction. Within said contract, the Board approves payment of the fee for pre-construction services of \$419,312.

Second: Trustee Eikenberry

Vote: Motion carried unanimously.

C. CMAR – Allied Health – Dr. Van Ess

Dr. Van Ess presented the Construction Manager at Risk (CMAR) contract with Core Construction for the Allied Health Building at the Lone Tree Campus. Following the discussion on the Fourth Street contract, the Board used similar motion language to clarify that the President is authorized to sign the CMAR contract and that the Board is approving the pre-construction services fee.

Dr. Van Ess recommended that the District Governing Board adopt a motion to approve the President to sign the Construction Manager at Risk contract between Coconino Community College and CORE Construction, Inc. for the Allied Health Building at the Lone Tree Campus. Within said contract, the Board approves payment of the fee for pre-construction services of \$472,254.

Motion: Trustee Garcia motioned to approve the President to sign the Construction Manager at Risk contract between Coconino Community College and CORE Construction, Inc. for the Allied Health Building at the Lone Tree Campus. Within said contract, the Board approves payment of the fee for pre-construction services of \$472,254.

Second: Vice Chair Hurley

Vote: Motion carried unanimously.

D. FY27 Expenditure Limitation Designee Resolution – Dr. Van Ess

Dr. Van Ess presented the annual expenditure limitation designee resolution required by the State of Arizona and explained that the resolution designates the College's Chief Fiscal Officer to prepare and submit the annual expenditure limitation report in compliance with state reporting requirements.

Dr. Van Ess recommended that the District Governing Board adopt a motion to appoint Dr. Jami Van Ess as the Chief Fiscal Officer designated to submit the College's Expenditure Limitation Report for Fiscal Year 2027.

Motion: Trustee White moved to appoint Dr. Jami Van Ess as the Chief Fiscal Officer, designated to submit the College's Expenditure Limitation Report for Fiscal Year 2027 as presented.

Second: Trustee Garcia

Vote: Motion carried unanimously.

E. Ellucian Contract Renewal – President Heiser and Mr. Pablo

President Heiser and Mr. Pablo presented the Ellucian contract renewal. President Heiser explained that the item had been discussed during the work session immediately preceding the regular meeting and that staff were requesting same-day action in order to lock in the contract at the current pricing.

Mr. Pablo recommended that the Board approve the new contract with Ellucian.

Motion: Vice Chair Hurley moved to approve the new contract with Ellucian as presented.

Second: Trustee Garcia

Vote: Motion carried unanimously.

INFORMATION AND REPORTS

A. Board Reports

i. Arizona Association of Community College Trustees (AACCT) – President Heiser for Trustee Eikenberry

President Heiser provided updates on the ongoing community college collaboration related to state budget negotiations, legislative priorities, higher education funding, workforce development initiatives, and other statewide advocacy efforts.

ii. Association of Community College Trustees (ACCT) – Trustee Garcia

Trustee Garcia reminded trustees of the upcoming ACCT Annual Congress on October 22-25, 2026, and encouraged participation.

iii. Foundation Board – Trustee White

Trustee White shared that the upcoming Foundation Board retreat will be held on May 26, 2026.

iv. The Alliance – Dr. Van Ess

Dr. Van Ess shared updates, including Flagstaff City Manager, Joanne Keene, to become the new Chair of The Alliance, Mountain Line's 25th anniversary, the 100th anniversary of the Guadalupe Church, City of Flagstaff's regional plan and sales tax bond, and NAU's report of a 3,000-student decline.

B. President's Report – President Heiser

i. State and Federal Updates

President Heiser provided federal and state legislative updates, including ongoing monitoring of Workforce Pell implementation and litigation involving the U.S. Department of Education related to limitations and exclusions affecting higher federal borrowing limits tied to the narrowed definition of "professional degrees." He also discussed broader national higher education policy developments and noted that current Arizona state budget negotiations do not include proposed cuts to community college funding.

President Heiser shared updates regarding leadership transitions and presidential searches occurring at Arizona community colleges, as well as his own induction as the new Chair for the Arizona Community College Coordinating Council (AC4) beginning July 2026.

Campus Highlights: President Heiser shared the April 2026 Comet Chronicles video and recognized employees who completed degree programs during the academic year and acknowledged their educational accomplishments.

EXECUTIVE SESSION

At 7:20 pm, Vice Chair Hurley made a motion, seconded by Trustee Garcia, to enter into Executive Session pursuant to A.R.S. § 38-431.03 (A)(9) for discussion of critical infrastructure information and information technology. The motion was unanimously approved (Trustee Eikenberry, Trustee Garcia, Vice Chair Hurley, and Chair Smith voting in favor).

RECONVENED IN OPEN SESSION

At 7:54 pm, Vice Chair Hurley made a motion, seconded by Trustee White, to reconvene in open session. The motion was unanimously approved (Trustee Eikenberry, Trustee Garcia, Vice Chair Hurley, Chair Smith, and Trustee White voting in favor).

AGENDA ITEMS FOR FUTURE MEETINGS

Meeting minutes composition discussion at Board Retreat.

ADJOURNMENT

With no further business, Chair Smith adjourned the meeting at 7:54 pm.

MINUTES PREPARED BY:

Ms. Cathleen Banier-Goff
Board Recorder

ATTEST and APPROVED:

Mr. Patrick Hurley
Vice Chair/Secretary of the Board

Mr. Joey Smith
Board Chair