

## President's Community Advisory Council

### Functions

#### PLANNING

Committee members:

Assist with strategic planning/goal development for the College

Assist with creation/development/evaluation of College programs and activities

#### ADVOCACY/PUBLIC RELATIONS:

Committee members:

Encourage local public support

Help with coordination between CCC and community entities

Act as advocates for the College with legislators and community leaders

Attend College events, such as annual commencement ceremonies, when possible

#### STUDENTS:

Committee members make recommendations regarding:

Recruiting students for programs

Providing awards to outstanding students

Assisting graduates with employment

Sponsoring internships or co-op jobs

Interacting with students as guest lecturers

Recommending modifications to student services that are needed/can be provided

#### FACULTY/STAFF:

Committee members:

Interact with CCC employees both formally and informally

Sponsor faculty internship/consulting

#### EQUIPMENT AND FACILITIES:

Committee members:

Offer advice on construction/renovation & equipment needs of facilities

Offer advice on adequacy of facilities & equipment

#### SPECIAL PROJECTS

Committee members:

Assist in planning process for special projects/partnerships that benefit County and College

Other duties as accepted.

**Coconino Community College**  
**President's Community Advisory Council**  
**Statement of Purpose**

- 1) To advise College leadership on the long-term educational needs of the area served by the College and on other matters identified by the College leadership.
- 2) To serve as liaison between the College and area employers in order to facilitate assessment of employment, training, and educational needs within the service area.
- 3) To serve as liaison between the College and community leaders (i.e. local school boards, county officials, city councils, other local officials, and other relevant groups or persons).
- 4) To promote the College's programs, services, and activities among the communities and constituencies in the College's service area.
- 5) To have a finger on the pulse of the community to understand local issues, sentiments and concerns in order to provide feedback to College leadership.

**Membership:**

The CAC shall be structured as an informal advisory council.

The membership shall be representative of the diverse constituencies within the College's service area.

The College President shall establish criteria for membership.

CAC members will serve a term of two (2) years. Attendance is important and expected.

**Meetings:**

The Council will hold **two meetings per year (spring and fall semesters)**. Meetings will not be held in the months of July or December. Additional meetings may be called by the College President.

Agendas for meetings will be established by the College President.

**Coconino Community College**

**President's Advisory Council – Northern Coconino County**

**Monday, April 26 11:30am – 1:00pm**

**CCC – Page Campus room D10 & Lone Tree Board room**

**475 S. Lake Powell Blvd., Page, AZ 86040**

1. Welcome & introductions : Robert Talbot, Stacy Wyman, Bob Erb, Val Gleave, Lyle Dimbatt, Bryan Hill, Phyllis Begay, Lloyd Hammonds, Annette Zinky, Nancy Walker, Jim Walker, Kathleen Corak, Jami Van Ess, Scott Talboom, John Cardani, Leah Bornstein
2. District Governing Board Update: Ms. Val Gleave, District Governing Board member, offered an update of the Board's activities over the past 6 months and are as follows: inaugurated and oriented new member, Patti Garcia; nominated Jami Van Ess-VP Business/Administrative Services for national NACUBO award; created and approved a standing Advocacy team chaired by Nat White, Vice-Chair DGB; nominated Leah Bornstein for ACCT CEO of the Year award; crafted legislative language to address CCC low property tax issue; presented the Sustainable Financial Plan at both ACCT and AACC annual conferences– national community college associations; approved remodel of Lone Tree building 6 and science labs; worked through reorganization of entire Student Affairs division; Cline Library merger; FY11 budget planning and tuition/fee increases; approved cafeteria plan model for employees; completed Grand Canyon/Tusayan/Williams community survey; and, completed DGB self-assessment.
3. Foundation Board Update: Ms. Annette Zinky, CCC SBDC Director & Foundation Board member reviewed the many projects with which the CCC Foundation is working including: telescope, Palette to Palate, Page Golf Tourney, endowed scholarship campaign, CCC2NAU scholarship, awarded 60+ scholarships, and considering renaming department from "CCC Foundation" to "CCC Advancement". A Northern Coconino County Foundation Board member is MUCH needed.\*
4. State of the College: Dr. Leah L. Bornstein, President updated on activities of the College which included: NAU/CCC library merge, CCC2NAU update, enrollment report, strategic plan update, FY11 Instructional division reorganization, nursing accreditation visit, and legislative activities.
5. Discussion:
  - a. Fundraising event specific to Northern Coconino County community: Suggestions included: a Palette to Palate type of event, wine & cheese, Holiday Lights, street fair, casino night, and Life's A Ball. Discussion continued regarding someone taking the lead and the



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availability of volunteers and staff assistance. A point person is needed to move one of these initiatives forward.\*\*

- b. Proposed Statute Amendment & Future Funding of CCC – Dr. Leah L. Bornstein, President, presented information on the CCC property tax that was established 18 years ago when the College was formed and on legislation the College is attempting to identify a vehicle for the College to bring the questions of changing the low property tax to the voters of Coconino County residents. See attached graph.

Action items from spring 2010 meeting:

\* Please forward names and contact information for a Page/Lake Powell CCC Foundation Board member to either or [cjbavasi@onhit.gov](mailto:cjbavasi@onhit.gov). – ALL MEMBERS

\*\*Please forward names of parties interested in being point person to either [Lloyd.Hammonds@coconino.edu](mailto:Lloyd.Hammonds@coconino.edu) or [Robert.Erb@coconino.edu](mailto:Robert.Erb@coconino.edu).

**Coconino Community College  
President's Advisory Council – Greater Flagstaff  
Thursday, April 22 8:00 am – 9:30am  
CCC – 4<sup>th</sup> Street Campus, Room B2  
3000 N. Fourth St., Flagstaff, AZ 86004**

1. **Welcome & introductions:** Barb Hickman, Steve Peru, Eileen Friel, Julie Pastrick, Andy Phillips, Chris Bavasi, JR Murray, Russ Yelton, Carl Taylor, MJ McMahon, Patrick Hurley, Jami VanEss, Kathleen Corak, Scott Talboom, John Cardani, Kathi Zahl, Stacy Wyman, Bob Erb
2. **District Governing Board:** Mr. Patrick Hurley, Chair of the CCC Governing Board, offered an update of the Board's activities over the past 6 months and are as follows: inaugurated and oriented new member, Patti Garcia; nominated Jami Van Ess-VP Business/Administrative Services for national NACUBO award; created and approved a standing Advocacy team chaired by Nat White, Vice-Chair DGB; nominated Leah Bornstein for ACCT CEO of the Year award; crafted legislative language to address CCC low property tax issue; presented the Sustainable Financial Plan at both ACCT and AACC annual conferences– national community college associations; approved remodel of Lone Tree building 6 and science labs; worked through reorganization of entire Student Affairs division; Cline Library merger; FY11 budget planning and tuition/fee increases; approved cafeteria plan model for employees; completed Grand Canyon/Tusayan/Williams community survey; and, completed DGB self-assessment.
3. **Foundation Board:** Mr. Chris Bavasi, Chair - Foundation Board, reviewed the many projects with which the CCC Foundation is working including: telescope, Palette to Palate, Page Golf Tourney, endowed scholarship campaign, awarded 60+ scholarships, and considering renaming department from "CCC Foundation" to "CCC Advancement".
4. **State of the College:** Dr. Leah L. Bornstein, President, updated on activities of the College which included: NAU/CCC library merge, CCC2NAU update, enrollment report, strategic plan update, FY11 Instructional division reorganization, and legislative activities.
5. **Discussion on a Proposed Statute Amendment & Future Funding of CCC** was facilitated by Dr. Leah L. Bornstein, President, which reviewed the history of the current funding structure of CCC, property tax comparative analysis between the 10 community colleges throughout AZ, and enrollment and tuition comparisons among the 10 community colleges in AZ. Good discussion ensued with suggestions to focus on economic development, job creation, alumni, services to entire County, and partnerships.

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### **Action items from Spring 2010 meeting:**

- 1. President reviewed discussion comments and delegate tasks to various College departments.**



**Coconino Community College**  
**President's Advisory Council – Grand Canyon/Williams**  
**Monday, April 12 11:15am – 12:45pm**  
**Coconino Community College – Williams Campus**

1. **Welcome & Introductions:** Nat White, Bill Miller, Steve Hudgens, Denise Heiss, Scott Talboom, Stacy Wyman, John Moore, Jon Streit, Jack Hadley, Leonard Pierce, Sharyl Allen, Jim Wurgler, John Cardani, Annette Zinky, Sierra Miller, Jan Shirley, Kathi Zahl, Steve Chambers, and Karen Peters.
2. **District Governing Board Update:**  
Mr. Jack Hadley & Dr. Nat White, District Governing Board members, spoke to the enrollment growth the College is experiencing as well as the budget challenges. The DGB formed a standing sub-committee to focus on College advocacy comprised of faculty, staff, students, and interested community members. This group meets monthly with Dr. Nat White as Chair.
3. **Foundation Board Update:**
  - Mr. Scott Talboom, Marketing/PR Director and Foundation Board member, reported on the most recent Foundation activities that included: CCC Foundation has hired a new full-time grants writer, Stacy Wyman; the Foundation will move in July to its new location in the south west corner of the Commons. New name will be CCC Advancement which will include the Foundation, Development, Grants, and Alumni; discussions on a new CCC2NAU Scholarship inspired by Dr Bornstein. If you know of anyone who would like to contribute to Dr Bornstein's unique program, contact CCC Foundation; total endowed scholarships 16 valued at \$288,221.86 as of December 2009; 14 Scholarships available for award in the 2010-2011 school years - some scholarships (like APS) will award more than one student - total awards will be over \$40,000.00; Telescope Project is completed with a gift from the Kemper and Ethel Marley Foundation of \$86,159.00; Flagstaff Medical Center continues to be a strong and continuous supporter of the CCC Nursing Program with their gift of \$100,000 each year in addition to equipment; received \$7500 from the Flagstaff Community Foundation for a Weatherization Boot Camp Course; CCC Foundation portfolio took a hit, as did most portfolios, but we are recovering. Our report from Fidelity as of February 2010 shows our ending value at \$595,183 up from \$450,558 in February 2009; CCC Foundation and Fine Arts Department present 8<sup>th</sup> annual Palette to Palate, Friday, April 30, 5:30pm. Tickets available; The Page Golf Tournament is Saturday, June 5, 8:30am. Applications available; CCC Foundation Board, PR/Marketing and ITS departments working on building alumni constituency; and, CCC Foundation needs a board representative from the Grand Canyon/Williams area and one from the Page area. Please contact the CCC Foundation if you know of someone qualified and interested.

**4. State of the College:**

Dr. Leah L. Bornstein, CCC President, discussed the library merger with NAU's Cline Library, Proposition 100 effects to CCC (see attached AZ Republic table), strategic plan update, and CCC property tax issue.

**5. Discussion-**

Dr. Stephen Chambers, Director of Institutional Research, and Mr. Scott Talboom, Director of Marketing/PR, presented a PowerPoint on the GC/Tusayan/Williams community survey results (see attached).

Mr. Bill Miller, Williams City Council member, presented an idea to more broadly utilize the Williams campus facility through a partnership with the City of Williams that would maintain the current learning center, show immediate cost savings to the College, and strengthen the community and College bond. Sub-group formed to continue conversation and work on details.

**Action items from Spring 2010 meeting:**

1. Sub-group formed to continue discussion of City of Williams partnership with CCC regarding campus facilities. – BILL MILLER, CHAIR
2. Please forward names and contact information for a GC/Williams CCC Foundation Board member to either [Robert.Erb@coconino.edu](mailto:Robert.Erb@coconino.edu) or [cjbavasi@onhit.gov](mailto:cjbavasi@onhit.gov). – ALL MEMBERS



**Coconino Community College  
President's Advisory Council – Greater Flagstaff  
Tuesday, October 12 8:00 am – 9:30am  
CCC – Lone Tree Campus Board Room  
3000 N. Fourth St., Flagstaff, AZ 86004**

**1. Welcome & introductions:**

Barb Hickman, Andy Phillips, Chris Bavasi, Kevin Burke, Robert Kelty, JR Murray, Patrick Hurley, Nat White, Barry Aarons, Jami VanEss, Kathleen Corak, John Cardani, Bob Erb, Lloyd Hammonds, Pat Nelson

**2. District Governing Board Update:**

Mr. Patrick Hurley, Board Chair, and Dr. Nat White, Board member, presented various activities in which the Governing Board has been participating the past 5 months. Patrick reviewed the DGB retreat agenda focusing on advocacy, Board-evaluation, and goal-setting for 2010-2011. The goals identified for the Board and the President are: financial sustainability, advocacy, and completing the strategic plan. He described the first joint DGB & Legislative Summit which occurred at the end of September and included the Boards from Coconino Community College, Northland Pioneer College, and Mohave Community College as well as House & Senate legislators from districts 1, 2, 3, & 5 as well as the House Education Committee Chair, Rep. Crandall. Nat reminded us about the continued challenge the College faces regarding financial sustainability and briefed about the legislation in which CCC is engaged. Patrick announced the TRiO federal grant received by CCC of \$1.5 million over 5 years to serve low-income, first generation, and disabled students. He mentioned that the President and 3 Board members (Patrick, Nat, and Patty Garcia) will be presenting two sessions at the national Association of Community College Trustees conference next week (one session on community college & university partnerships with President Haeger and Yavapai College; and one on advocacy). Finally, Nat announced the state-wide effort around community college and university collaborations.

**3. Foundation Board Update:**

- Mr. Chris Bavasi, Chair, Foundation Board Chair, updated the group on the recent events of the CCC Foundation. The fiscal year 2009-2010 was a growth year for the CCC Foundation despite the current economic climate. The Foundation saw growth in the following areas.
  - Donations grew from \$416,844 in fiscal year 2008-2009 to \$459,508 in fiscal year 2009-2010 for a 10% increase.
  - Net assets grew from \$645,000 to \$721,000 over a 10% increase.
  - Investments grew from \$451,995 to \$556,395 a 23 % growth.
  - Scholarship Endowments grew from \$325,000 to \$340,000 a 5% increase.

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- The Foundation also completed the college telescope project with a gift of \$86,159 gift from the Kemper & Ethel Marley Foundation.
- Thanks to the efforts of our Student Service Department the College has received the Trio Grant. This is a \$1.1 million dollar grant spread over 5 years (\$220,000 a year) to support first generation disabled and low income students.
- The Foundation Annual Meeting and Awards Banquet held on September 17<sup>th</sup> was a great success with over 160 people attending. This event was completely underwritten by gifts totaling nearly \$8,000 from the following sponsors: CampusWorks, Flagstaff Medical Center, Mangum, Wall, Stoops & Warden Law Firm, AUTUS Asset Management, and Northern Arizona Emerging Technologies. (We will pass out copies of the Foundation Annual Report and Brochure)
- At the Foundation Annual Meeting we recognized and honored Val and Dale Gleave for gifting to the Foundation a bequest.
- The Foundation recently received two new scholarships the Page/Lake Powell Chamber of Commerce recently created a student scholarship to support Page Campus Students and the Sunwest Bank Scholarship to support business students.
- The CCC Foundation is now part of the new CCC Advancement Department, which consists of the CCC Foundation, Development, Alumni, and Grants. (We will pass out a sheet which describes the function of each of these areas)
- On November 6, 2010 as part of the Page Balloon Regatta will be this year's "Life's A Ball" fundraising event, which will support the CCC Page Campus and the Page/Lake Powell Community Foundation. You can purchase tickets after this meeting to support this event.

#### 4. State of the College:

Dr. Leah L. Bornstein, President, offered a brief update on the "happenings" at the College for the past 5 months and the major initiatives that lay ahead. She reported that the end of FY10 brought 96% completion of year-two strategic plan initiatives (76 discrete tactics). Dr. Bornstein described the complete reorganization of the Student Affairs division resulting in 7 positions being eliminated. She reviewed new marketing collateral with many talking points regarding CCC demographics, budget, and service to the community. Finally, she presented enrollment figures reflecting record enrollments for the third year in row (fall 2010 24% growth in new student enrollment & 64% growth in CCC2NAU).

#### 5. Discussion:

##### a. Proposed Legislation & Future Funding of CCC:

Mr. Barry Aarons, Owner & President of the Aarons Company, has been hired by CCC along with Maguire & Associates to lobby and strategize for upcoming legislation allowing Coconino County citizens to vote on levels of financial sustainability of the Community College. He described the possible composition of the legislature entering into the 2011 session as well as activities engaged thus far and the process and timeline moving forward.



Barry requested that folks write to their legislators in support of CCC's initiative (TEMPLATE LETTER ATTACHED ALONG WITH CONTACT INFORMATION).

b. CCC Continued Accreditation:

Mr. Lloyd Hammonds, Executive Dean, Page/Lake Powell Campus, described the accreditation process, timeline, and criterion utilized to evaluate colleges. He expressed that this is the higher educational quality assurance vehicle by which community members, students, faculty, and staff are a part. Lloyd briefly described the site visit and possible questions that the President's Advisory Committee might be asked when the review team meets with them November 14-16, 2011. (SEE ATTACHED POWERPOINT FOR FULL PRESENTATION)

6. ACTION:

Barry requested that each of us write to our legislators in support of CCC's initiative (TEMPLATE LETTER ATTACHED ALONG WITH CONTACT INFORMATION).

Hand out "CCC Pocket Facts", budget summary, economic impact sheet, etc to friends, family, colleagues, co-workers... If you would like to stuff employee mailboxes or paychecks with information, we would be happy to accommodate the material and the labor to stuff. We are happy to offer you as many copies as you need.