

**COCONINO COMMUNITY COLLEGE  
DISTRICT GOVERNING BOARD**

**REGULAR MEETING**

**FEBRUARY 24, 2025**



**COCONINO COMMUNITY COLLEGE  
MINUTES OF A REGULAR MEETING  
OF THE  
DISTRICT GOVERNING BOARD  
FEBRUARY 24, 2025**

A Regular Meeting of the Coconino Community College District Governing Board was held in person in the Board Room at Coconino Community College, 2800 S. Lone Tree Rd., Flagstaff, AZ. Board Chair Joey Smith called the meeting to order at 6:06 pm.

PRESENT: Mr. Joey Smith, Board Chair  
Mr. Patrick Hurley (Zoom), Board Vice Chair/Secretary  
Mr. Eric Eikenberry  
Ms. Patricia Garcia  
Dr. Nat White

ABSENT: None

**Also Present:** President Eric Heiser, Ms. Kirsten Mead, Dr. Adriana Flores-Church, Ms. Dianna Sanchez, Dr. Jami Van Ess, Dr. Sandra Hinski, Mr. Tony Williams, Ms. Alexis Polley-Knapp, Ms. Alyssa Sergent, Mr. Ben Marcus, Ms. Colleen Carscallen, Mr. Doug Friedman, Ms. Kay Leum, Mr. Keith Becker, Mr. Kurt Stull, Mr. Nolan Begaye, Ms. Randi Axler, Mr. Ryan Bouwhuis, Ms. Sonni Marbury, Ms. Tama Kott, Ms. Tanya Buckley, and Mr. Van Walker.

The February 24, 2025, documents file contains reports, summaries, background material, and other documents referred to in these minutes.

**ADOPTION OF AGENDA**

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

**ADOPTION OF CONSENT AGENDA**

- A. Minutes of a Work Session – January 15, 2025
- B. Minutes of a Regular Meeting – January 15, 2025
- C. Minutes of a Budget Retreat – January 27, 2025

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

**INTRODUCTION OF GUESTS**

Mr. Tony Williams introduced Ms. Carla Wall, Auditor General's Office, and Mr. Robert Snyder, Snyder & Brown, CPAs, PLLC.

President Heiser introduced Mr. Ben Marcus to the Board as the new Institutional Research (IR) Director.

## **CALL TO THE PUBLIC**

There was no response to the call to the public.

## **ACTION ITEMS**

### **A. ACCT Nomination – Board Support for Trustee Garcia – President Heiser**

President Heiser asked the Board to continue Trustee Garcia's service as the Arizona State Coordinator for ACCT.

Mr. Eikenberry nominated Ms. Garcia to continue to serve as the Arizona State Coordinator for ACCT, and Mr. Hurley seconded the nomination. The vote was unanimous ((Mr. Eikenberry, Ms. Patricia Garcia, Mr. Hurley, Mr. Smith, and Dr. White voting in favor).

### **B. FY24 Audit Presentation – Dr. Jami Van Ess, Ms. Carla Wall, Auditor General's Office, and Mr. Robert Snyder, Snyder & Brown, CPA's, PLLC**

Dr. Van Ess introduced the Auditor General, Ms. Carla Wall, and the auditing firm representative, Mr. Robert Snyder. Ms. Wall explained how and why community colleges are audited, followed by Mr. Snyders's overview of the audit process and the result of no findings. For further information, see the documents file for February 24, 2025.

Dr. Van Ess recommended that the District Governing Board accept the Annual Comprehensive Financial Report and Single Audit for Fiscal Year 2024.

The Board expressed their appreciation of the audit process and thanked Dr. Van Ess and her team for their diligent work.

Mr. Hurley motioned to accept the Annual Comprehensive Financial Report and Single Audit for Fiscal Year 2024, and Ms. Garcia seconded the motion. The vote was unanimous ((Mr. Eikenberry, Ms. Patricia Garcia, Mr. Hurley, Mr. Smith, and Dr. White voting in favor).

### **C. NAPEBT IGA – Dr. Jami Van Ess**

Dr. Van Ess reviewed the Northern Arizona Public Employee Benefit Trust (NAPEBT) IGA changes. For additional information, see the documents file for February 24, 2025.

The Northern Arizona Public Employee Benefit Trust (NAPEBT) was formed in 1993 by Alliance for the Second Century members as a joint purchasing arrangement. By pooling resources, governmental agencies could use economies of scale to provide better health benefits plans for public employees.

During a contract review, Onsager, Werner & Oberg, P.L.C., attorneys for NAPEBT, recommended some clarifications to the IGA. The attached amendment clarifies "participant" and "public employer." The attorneys also provided a letter explaining their recommendations for informational purposes.

The amendment has been reviewed and signed by CCC's legal counsel.

### **D. Tuition and Fees – Dr. Jami Van Ess**

Dr. Van Ess reviewed the Tuition and Fee options with the Board. For additional information, see the documents file for February 24, 2025.

The Board discussed tuition and fee recommendations for Fiscal Year 2026 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 for Fiscal Year 2026 are as follows:

**Tuition Increase Options:**

Discussion	Resident	Out of County (.2 multiplier)	Western Undergraduate Exchange (.5 multiplier)	Non-Resident (3.5 multiplier)	New Revenue
current	\$118.00	\$141.60	\$177.00	\$413.00	\$0
\$4 increase 3.31%	\$122.00	\$146.40	\$183.00	\$427.00	\$191,100
\$5 increase 4.13%	\$123.00	\$147.60	\$184.50	\$430.50	\$238,900
\$6 increase 4.96%	\$124.00	\$148.80	\$186.00	\$434.00	\$286,700

Chair Smith asked President Heiser to outline the potential programmatic impacts if tuition is not increased. Dr. Heiser explained that without a tuition increase, Informed Budget Process (IBP) requests may not be fulfilled, leading to unfilled critical positions and challenges in meeting the commitments made under the tax reset.

The Board discussed:

- Dr. White expressed concerns about increasing tuition, advocating for alignment with other regional community colleges. He emphasized that tuition should not be used to balance the budget, as state funding and property taxes should fulfill that role
- The FY25 tuition increase was \$5 per credit hour
- The College Foundation is not intended to offset tuition costs
- All Tier 1 IBP requests directly impact students
- Discussion on the operating contingency within the budget and its role
- The importance of incremental tuition increases to prevent larger, sudden increases in the future

Dr. Van Ess recommended that the District Governing Board approve the Fiscal Year 2026 fees and set tuition and differential tuition rates effective Fall 2025.

Ms. Patricia Garcia motioned to increase tuition by \$6 per credit hour (Option C) and approve non-class and differential tuition fees. Mr. Patrick Hurley seconded the motion.

Vote:

- In Favor: Mr. Eikenberry, Ms. Garcia, Mr. Hurley, and Chair Smith
  - Opposed: Dr. White, who reiterated his stance against the \$6 increase
- The motion passed with a 4-1 vote.

**E. Salary and Benefits – Dr. Jami Van Ess**

Dr. Van Ess presented several salary and benefits options to the Board. For additional information, see the documents file for February 24, 2025.

Salary and Benefits recommendations for Fiscal Year 2026 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, economic indicators, and input from the

Compensation Committee. Based on those discussions, the recommendations for increases for Salaries and Benefits for Fiscal Year 2026 are as follows:

**Salary increases for FY 2026 are as follows:**

**Full-time Faculty** – No step, same flat dollar amount added to each column.

- a. \$1,622 added to each column of faculty schedule - average 3.0%
- b. \$2,054 added to each column of faculty schedule - average 3.8%
- c. \$2,595 added to each column of faculty schedule - average 4.8%

**Part-time Faculty**

- a. \$33 increase to \$1,140 per load hour - average 3.0%
- b. \$42 increase to \$1,149 per load hour - average 3.8%
- c. \$53 increase to \$1,160 per load hour - average 4.8%

Note - Increase to Faculty Additional Duty Pay – Load rate divided by 32 hours

**Full-time Administrative, Professional/Technical, and Classified Staff**

- a. \$1.07 per hour or \$2,227 per FTE - average 3.0%
- b. \$1.36 per hour or \$2,829 per FTE - average 3.8%
- c. \$1.71 per hour or \$3,566 per FTE - average 4.8%

**Benefits:**

**Cafeteria** – increase per year

- a. Increase \$600 per year
- b. increase \$840 per year
- c. increase \$1,080 per year

**ASRS** - decrease employee and employer contribution rates from 12.27% to 12.00%

**NAPEBT** - The College will cover the 0.5% increase for both the employee and employer medical contributions based on the HDHP.

The Board discussed:

- How the different options presented affect employees
- The cafeteria plan and how employees may use it

Dr. Van Ess recommended that the District Governing direct staff incorporate the salaries and benefits as presented into the Fiscal Year 2026 Budget. Changes to salaries and benefits would become effective July 1, 2025, for staff and the start of the Fall term for faculty.

Mr. Eikenberry motioned to approve Option C for Salaries and Benefits FY2026, and Dr. White seconded the motion. The vote was unanimous ((Mr. Eikenberry, Ms. Patricia Garcia, Mr. Hurley, Mr. Smith, and Dr. White voting in favor).

**INFORMATION AND REPORTS**

**A. AACCT (Arizona Association of Community College Trustees) – Mr. Eric Eikenberry**

Mr. Eikenberry attended the January 27, 2025, AACCT meeting alongside Dr. White, the Board's

outgoing representative. He noted that new Trustees have been elected across the state. The All-Trustee Meeting is scheduled for April 23-24, 2025.

Dr. White shared that Dr. David Borofsky will shift his focus from Board visits to legislative engagement. Dr. Borofsky encouraged Trustees to ensure their Presidents provide him with as much relevant information as possible to support advocacy efforts. Dr. Borofsky suggested that Board members meet with their representatives to strengthen communication and advocacy.

**B. ACCT (Association of Community College Trustees) - Ms. Patricia Garcia**

Ms. Patricia Garcia attended a webinar hosted by ACCT about the “Dear Colleague” letter from the U.S. Department of Education. Ms. Garcia could not attend the National Legislative Summit and deferred to Mr. Eikenberry, who spoke about what he learned at the conference. Ms. Garcia added that colleges may need philosophical and values-driven discussions soon.

**C. Foundation – Dr. Nat White**

Dr. White deferred the update to Ms. Sanchez as he could not attend the full Foundation meeting. Ms. Sanchez reported that the Foundation reviewed the Student Emergency Fund and ensured its priorities align with Dr. Heiser’s vision for the coming years.

**President’s Report – Dr. Eric Heiser**

Dr. Heiser provided an update on the ACCT National Legislative Summit, where he met with Senator Kelly alongside representatives from other Arizona community colleges. Two students also attended the summit and participated in discussions with Senator Kelly and his staff. Due to inclement weather, Dr. Heiser met virtually with Senator Gallego’s staff. A highlight of the trip was laying a wreath at the Tomb of the Unknown Soldier with Mr. Eikenberry and the two students.

Dr. Heiser also briefed the Board on Arizona legislative developments related to community colleges:

- Several bills affecting community colleges have been introduced but are unlikely to pass due to conflicts with the state constitution.
- HB 2454 – Law Enforcement Training Academy Support Bill passed out of committee with a 12-0-2 vote. Dr. Heiser testified in support of the bill alongside Sheriff Brett Axlund and police chiefs from across the state. While the committee was receptive, ongoing funding was replaced with one-time funding due to competing state budget priorities.
- This is the final week for the Appropriations Committee, and bills not approved last week may return as Striker Bills later in the session.

Mr. Eikenberry and Dr. White attended last week’s High Country Training Academy (HCTA) graduation ceremony. Mr. Eikenberry commended Flagstaff Police Department Lt. Charles Hernandez for his contributions to the program.

**INFORMATION ITEM:**

Dr. White noted that the Arizona Daily Sun has shifted its focus to local news and has now assigned a dedicated reporter to cover education.

**ADJOURNMENT:**

There being no further business, Chair Smith adjourned the meeting at 7:35 pm.

**FOLLOW UP**

None.

**MINUTES PREPARED BY:**

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Ms. Kirsten Mead  
Board Recorder

**ATTEST and APPROVED:**

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Mr. Patrick Hurley  
Vice Chair/Secretary of the Board

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Mr. Joey Smith  
Board Chair