COCONINO COMMUNITY COLLEGE
DISTRICT GOVERNING BOARD

WORK SESSION

AUGUST 19, 2026

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MINUTES OF A WORK SESSION
OF THE
DISTRICT GOVERNING BOARD
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A Work Session of the Coconino Community College District Governing Board was held in person and via Zoom at Coconino Community College, 2800 S. Lone Tree Rd., Flagstaff, AZ 86005. Board Chair, Mr. Joey Smith, called the meeting to order at 4:01 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, Ms. Janel States, Dr. Sandra Tarbell, Dr. Jami Van Ess, Mr. Tony Williams, Ms. Randi Axler, Ms. Cathleen Banier-Goff, Mr. Keith Becker, Dr. Nolan Begaye, Mr. Brian Blue, Mr. Ryan Bouwhuis, Dr. Mark Hartley, Mr. Craig Hunt, Ms. Jennifer Jameson, Ms. Kay Leum (via Zoom), Dr. Mark Maciha, Ms. Sonni Marbury, Ms. Heather Nevius, Mr. Kurt Stull, Dr. Amelinda Webb, and Mr. Mike Anderson.

The August 19, 2026 documents file contains reports, summaries, background materials, and other documents referenced in these minutes.

1. DISCUSSION/INFORMATION ITEMS

A. President's Update – President Heiser

i. Capital Improvements

President Heiser and Mr. Stull provided an update on bond-funded capital projects, including the Allied Health Building and Fourth Street reconstruction.

Both projects continue to progress through design, with Allied Health advancing ahead of Fourth Street and nearing completion of schematic design. Discussion focused on space planning, site considerations, value engineering, project costs, and the importance of timely design decisions. The Board also reviewed energy efficiency and sustainability considerations, including solar-ready design, and discussed the need for additional review of HVAC options before a future decision.

ii. **Kinsey Roundabout**

Mr. Stull provided an update on construction of the Kinsey Elementary School roundabout and related roadway improvements near the Lone Tree Campus. Construction is progressing through planned phases, with temporary pedestrian routes, bus stop modifications, and traffic changes implemented to maintain access during construction. The Board discussed construction sequencing, utility coordination, pedestrian accessibility, and the future roadway connection between the roundabout and campus. Mr. Stull noted that pedestrian improvements will ultimately reconnect with the College's existing sidewalks and accessible pathways.

iii. **Williams High School IGA**

President Heiser proposed a recommendation by legal counsel to initiate an Intergovernmental Agreement (IGA) between Coconino Community College and Williams Unified School District to support facility improvements and equipment for educational and workforce programming at Williams High School. Bond funding would support the College's participation, with the School District managing contracting and construction.

B. Policy 27-00 Emeritus – President Heiser

President Heiser presented proposed revisions to Policy 27-00, Emeritus, following a Faculty Senate recommendation to expand eligibility for emeritus recognition to qualifying staff and provide limited tuition assistance. The Board discussed eligibility and recognition of distinguished service and agreed to continue review before future consideration.

C. Policy Review – Chair Smith

i. **102-00 Equal Employment Opportunities**

No revisions

ii. **103-00 Non-Discrimination**

Minor revision includes more accurate terminology for "excellent"

iii. **104-00 Americans with Disabilities Act**

Minor revision includes rewording of second sentence beginning with "No qualified person will…"

iv. **105-00 Sexual Harassment**
Incorrect policy attached, correct policy to be reviewed at work session on September 16, 2026.

D. Policy 143-00 Institutional Data Governance – Mr. Pablo
Mr. Pablo presented a proposed new Institutional Data Governance Policy designed to establish formal governance principles for the management, protection, and appropriate use of College data. The policy recognizes institutional data as an organizational asset and establishes expectations applicable to employees, contractors, third parties, and others who access or manage College information. Mr. Pablo explained that formal data governance supports regulatory compliance, institutional accountability, accreditation expectations, and consistent data-management practices. Operational and technical requirements would be addressed through administrative procedures supporting the policy. The Board discussed ensuring that institutional data is governed and protected in accordance with applicable laws and requested that this expectation be reflected in the policy language. The proposed policy will return for future Board consideration.

E. FY27 DGB Priorities/Goals and President/Administration Goals – President Heiser
President Heiser reviewed draft Fiscal Year 2027 District Governing Board priorities and President/Administration goals, including measurable indicators intended to demonstrate progress and institutional outcomes. President Heiser noted that several priorities are multi-year initiatives reflecting the scope of the College's current growth, strategic initiatives, and capital investments. The Board discussed maintaining continuity with priorities established during the Board retreat while establishing measurable indicators to evaluate meaningful progress over time. The proposed goals will return to the Board for formal consideration at the September Board meeting.

F. DRAFT 2027 DGB Meeting Schedule – Chair Smith
The Board reviewed the proposed 2027 District Governing Board meeting schedule and discussed potential scheduling adjustments related to conferences and meetings held outside Flagstaff. Trustees also discussed opportunities to conduct future Board meetings at locations throughout the College's service area, including Page and Williams, as appropriate. Trustee Eikenberry expressed interest in holding a future meeting in Williams following completion of planned facility improvements to provide Trustees with an opportunity to view the completed bond-funded improvements.

ADJOURNMENT: The Work Session adjourned at 5:14 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