

**COCONINO COMMUNITY COLLEGE
DISTRICT GOVERNING BOARD**

REGULAR MEETING

OCTOBER 16, 2024



**COCONINO COMMUNITY COLLEGE
MINUTES OF A REGULAR MEETING
OF THE
DISTRICT GOVERNING BOARD
OCTOBER 16, 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 5:55 pm.

PRESENT: Eric Eikenberry
 Patricia Garcia
 Patrick Hurley
 Joey Smith
 Nat White

Also Present: Dr. Eric Heiser, Ms. Kirsten Mead, Ms. Alimah Damgaard, Dr. Adriana Flores-Church, Ms. Alycia Russo, Mr. Brian Wilson, Mr. David Asencio, Mr. Doug Friedman, Dr. Jami Van Ess, Ms. Janel States, Ms. Kay Leum, Mr. Keith Becker, Mr. Kurt Stull, Dr. Mark Maciha, Mr. Nolan Begaye, Ms. Randi Axler, Mr. Ryan Bouwhuis, Dr. Sandra Hinski, Ms. Sonni Marbury, Mr. Tony Williams, and Mr. Van Walker.

The October 16, 2024, documents file contains reports, summaries, background material, and other documents referred to in these minutes.

ADOPTION OF AGENDA

Dr. Eric Heiser asked that item eight of the agenda be amended to remove C. Fall FTSE Report.

Dr. Nat White moved to approve the amended agenda, and Mr. Patrick Hurley seconded the motion. The amended agenda was approved unanimously. (Mr. Eikenberry, Ms. Garcia, Mr. Hurley, Chair Smith, and Dr. White voting in favor).

ADOPTION OF CONSENT AGENDA

A. Minutes of a Work Session – September 18, 2024
E. Minutes of a Regular Meeting – September 18, 2024

Mr. Patrick Hurley moved to approve the Consent Agenda, and Mr. Eric Eikenberry seconded the motion. The motion was approved by Mr. Eikenberry, Mr. Hurley, Chair Smith, and Dr. White. Trustee Garcia abstained as she did not attend the September Board meeting.

FOLLOW UP ITEMS

There were no follow-up items.

INTRODUCTION OF GUESTS

There were no guests in attendance.

CALL TO THE PUBLIC

There was no response to the call to the public.

ACTION ITEMS

A. HCTA Cost Sharing Agreement – Dr. Eric Heiser

Dr. Eric Heiser provided an update on the High Country Training Academy (HCTA) contract, noting that it remains unchanged from last year's agreement. However, Dr. Heiser has engaged in discussions with the Flagstaff Police Department and the Coconino County Sheriff's Department regarding the need for additional funding from either department in FY26 to support the salary of the HCTA Sergeant. He highlighted that, due to low cadet enrollment, the College funds 98% of HCTA operations, which is unsustainable. For additional information, see the October 16, 2024 documents file.

The Board discussed:

- i. The Board noted that the City of Flagstaff's budget process coincides with the College's, and Dr. Heiser will collaborate with the City Council to communicate the funding needs effectively.
- ii. The eight rural colleges that plan to request legislative funding for their law enforcement academies during the next session.

Dr. Nat White made a motion to approve HCTA Addendum 1 for FY25 and approved President Heiser to sign it, and Mr. Eric Eikenberry seconded the motion. The motion was approved unanimously. (Mr. Eikenberry, Ms. Garcia, Mr. Hurley, Chair Smith, and Dr. White voting in favor).

B. 2025 DGB Meeting Schedule – Mr. Joey Smith

Chair Smith reviewed the changes to the FY25 schedule, and the Board asked to move the Budget Retreat from January 20, 2025 (Martin Luther King Day) to January 27, 2025. It was noted that the Board Retreat will be on the first Wednesday and Thursday in June. Ms. Patricia Garcia noted that moving the Board Retreat from Thursday/Friday might be convenient for the College but that it may not be convenient for some Board members. See the October 16, 2024, documents file for further information.

Dr. White motioned to approve the amended 2025 DGB Meeting Schedule, and Ms. Patricia Garcia seconded the motion. The motion was approved unanimously. (Mr. Eikenberry, Ms. Garcia, Mr. Hurley, Chair Smith, and Dr. White voting in favor).

C. Resolution for the President to Sign Real Estate Transactions – Mr. Joey Smith

Chair Smith stated that Coconino Community College has been in possession of certain real property pursuant to a Lease Agreement dated August 5, 1960, and as subsequently extended between the College and the lessors. The District entered into a purchase agreement in September 2024 whereby the District agreed to purchase the leased 5.3932(+/-) acres of real property on North Fourth Street, Flagstaff, Arizona, on terms mutually agreeable to the College and the sellers. The College is required to furnish evidence of the approval of this transaction by the College's Governing Board, which this Resolution is intended to satisfy the requirement the Governing Board approves of the transaction described in the Pioneer Title Agency's Title Commitment File No. 70520148-005-JRK, and authorizes President Eric Heiser to sign all documents necessary to finalize the purchase of real property on Fourth Street, in Flagstaff, Arizona.

Dr. Eric Heiser presented the rationale for the resolution authorizing the President to sign real estate documents related to purchasing the Fourth Street campus property. For further details, refer to the October 16, 2024 documents file.

Dr. Nat White expressed his view that Chair Joey Smith should sign the documents for historical continuity, noting that the authority to do so aligns with the responsibilities of their positions. Chair Smith stated he had no objection to delegating the signing authority to Dr. Heiser. Upon completing the real estate transaction, the College will own the building and the land.

Ms. Patricia Garcia motioned to approve the Resolution for the President to Sign Real Estate Transactions, and Mr. Patrick Hurley seconded the motion. The motion was approved unanimously. (Mr. Eikenberry, Ms. Garcia, Mr. Hurley, Chair Smith, and Dr. White voting in favor).

INFORMATION AND REPORTS

Board Reports

- A. AACCT**— The meeting for October was postponed.
- B. ACCT**— Ms. Patricia Garcia mentioned the upcoming Association of Community College Trustees (ACCT) Leadership Congress (October 23-26, 2024) and the ACCT National Legislative Summit (February 9-12, 2024) and encouraged Trustees to attend.
- C. Alliance** – There has not been a meeting this fall.
- D. Foundation Board**—Mr. Eric Eikenberry praised the Foundation and its leader, Ms. Dianna Sanchez, for their excellent organization of the Flagstaff Marathon, emphasizing the need for the minutes to reflect their outstanding work.
- E. Other Reports**
There were no other reports.
- F. First Quarter FY25 Budget Status Report – Dr. Jami Van Ess**
Dr. Jami Van Ess presented the FY25 Budget Status Report to the Board, highlighting key points. She noted that the student activities fee, which was increased last year from \$0 to \$3, is allocated to the Auxiliary Fund rather than the General Fund.
- G. PRESIDENTS REPORT – Dr. Eric Heiser**
Student Participation at ACCT National Legislative Summit
Ms. Patricia Garcia suggested that the College include students in the ACCT National Legislative Summit in February. Currently, two students, possibly three, are confirmed for the trip. These students will be able to present to legislators, sharing firsthand how the College has positively impacted their lives.

Student Engagement and Activities

Dr. Eric Heiser updated to Board on the student activities fee, which was implemented last year based on feedback from the Community College Survey of Student Engagement (CCSSE). The survey results showed that students wanted more activities, leading to the introduction of the fee. Dr. Heiser expressed his appreciation for Ms. Sarah Heemstra, who has successfully organized numerous student events that have been well attended. He highlighted that this week is Homecoming, with over 300 students participating in activities at the Commons, showcasing strong engagement across all three College locations.

Dr. Heiser emphasized that engaged students are likelier to persist in their studies and commended Mr. Van Walker for introducing gaming kiosks and supporting the Games Clubs. These initiatives, alongside other events, are taking place at all three College locations and have contributed to fostering a vibrant campus life.

The Board recognized the great work happening at the College and expressed its gratitude. Ms. Garcia reminded the administration to continue considering the needs of non-traditional students in programming and activities.

There being no further business, Chair Smith adjourned the meeting at 6:29 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