

**COCONINO COMMUNITY COLLEGE
DISTRICT GOVERNING BOARD**

REGULAR MEETING

NOVEMBER 20, 2024



**COCONINO COMMUNITY COLLEGE
MINUTES OF A REGULAR MEETING
OF THE
DISTRICT GOVERNING BOARD
NOVEMBER 20, 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 6:03 pm.

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

Also Present: Dr. Eric Heiser, Ms. Kirsten Mead, Dr. Adriana Flores-Church, Ms. Alyssa Sergent, Mr. Brian Wilson, Mr. Craig Hunt, Ms. Colleen Carscallen, Mr. David Asencio, Mr. Doug Friedman, Dr. Jami Van Ess, Ms. Janel States, Ms. Kay Leum, Mr. Keith Becker, Mr. Kurt Stull, Mr. Nolan Begaye, Ms. Randi Axler, Mr. Ryan Bouwhuis, Mr. Ryan Norton, Dr. Sandra Hinski, Ms. Sonni Marbury, Ms. Tanya Buckley, Mr. Tony Williams, Mr. Van Walker, Ms. Yolanda Yazzie, Ms. Cheryl Blume, Mr. Brian Blue, Ms. Gail Lowe, Mr. Charles Hernandez, Ms. Phephelia Nez, Ms. Joanne Keene, and Mr. Eric Macry.

The November 20, 2024, documents file contains reports, summaries, background material, and other documents referred to in these minutes.

ADOPTION OF AGENDA

Mr. Patrick Hurley moved to approve the agenda as presented, and Mr. Eric Eikenberry 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 – October 16, 2024
E. Minutes of a Regular Meeting – October 16, 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.

CCC EXCELLENCE

A. Twenty-Sixth Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting – Dr. Jami Van Ess

Dr. Jami Van Ess informed the Board that the College has received the Government Finance Officers Association (GFOA) Award for the 26th consecutive year. She commended Ms. Sonni Marbury and her team for their exceptional efforts in achieving this distinction.

The Board congratulated Dr. Van Ess, Ms. Marbury, and the team on their continued excellence and dedication.

ACTION ITEMS

A. Curriculum Routing, Academic Class Scheduling, and Catalog Solution: CourseDog Scheduling Software Contract – Dr. Sandra Hinski

Dr. Sandra Hinski presented scheduling software for the three locations of the College to the Board. In 2021, NAU completed a competitive request for proposal (RFP) process and selected Course Dog as the best option for curriculum routing, academic class scheduling, and catalog solutions. As the RFP states, “Any award resulting from the RFP is available to any other educational institution to the extent allowed by Arizona law and the Code.

This method of procurement is allowed in CCC’s Procedure 202-06, Contracts, Agreements, and Intergovernmental Agreements (IGAS), Arizona Procurement Code § 41-2632.

Course Dog’s award was based on the overall highest score on the evaluation matrix via NAU’s RFP. Through market research, CCC staff has also determined that the procurement represents CCC’s best interests. Pricing is comparable with similar options, and with Course Dog having both NAU and Yavapai College as customers, CCC is better ensured of receiving optimal training and support.

The Board discussed:

- Course scheduling is currently managed using an Excel spreadsheet, with approximately 30% of Dr. Hinski’s assistants’ time dedicated to this task.
- The potential to forecast course demand for the next 2–5 years, track classroom equipment lifecycle, and optimize room usage.
- How CourseDog addresses data gaps and aligns with the Board’s goals and priorities.
- The necessity of robust data to inform Master Planning initiatives.
- How CourseDog supports the broader needs of the College and enhances the student experience.
- Explored the concept of Competency-Based Education (CBE), noting that implementing CourseDog is a step toward enabling this educational approach.

Dr. Hinski recommended that the District Governing Board adopt a motion to approve President Heiser’s signing of the Supplemental Agreement for a five-year term at a total cost of \$ 418,434.

Dr. Nat White motioned to approve President Heiser's signing of the CourseDog Supplemental Agreement for a five-year term at a total cost of \$ 418,434. 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).

JOINT DISTRICT GOVERNING BOARD/FOUNDATION BOARD ITEMS

Chair Smith welcomed the Foundation Board, and those at the table introduced themselves to the audience. Chair Smith thanked the Foundation Board for their work for the College.

A. DGB Priorities and Goals – Chair Smith

Chair Smith and Dr. Eric Heiser presented the District Governing Board Priorities and Goals for the 2025 calendar year. Additional details can be found in the November 20, 2024, document file.

The Board Discussed:

- Board goals are revisited annually, recognizing that some goals span multiple years.
- Ways the Foundation can enhance its support for students' basic needs, including the emergency grant program.
- Addressing students' comprehensive needs by integrating assistance from external community resources and working to remove stigmas associated with receiving public aid.
- The role of Foundation partnerships in building capital to support facility expansions and ensure financial sustainability for the College.
- Stressed the importance of accurate, data-driven insights to guide decisions, with support from Foundation data to align with the College's long-term goals.
- Dr. Heiser's long-term vision for the college is to focus on student retention as a primary objective for the coming years.

B. Foundation Student Speaker, Ms. Yolanda Yazzie – Ms. Dianna Sanchez

Ms. Dianna Sanchez introduced Ms. Yolanda Yazzie, a Foundation scholarship recipient and current College employee. Ms. Yazzie shared her inspiring journey and the Foundation scholarship's transformative impact on her life.

Referencing Matthew McConaughey's book *Greenlights*, Ms. Yazzie spoke about her love of reading and how it resonates with McConaughey's life philosophy of finding positivity and opportunity even in challenging circumstances.

Ms. Yazzie and her husband moved to Flagstaff in search of early intervention services for one of their two children, who has Down syndrome—services unavailable on the Reservation. Starting at CCC in 2021, she balanced a full-time job, became a Phi Theta Kappa (PTK) student, and earned her Associate of Arts degree in May 2024. She is now enrolled at Northern Arizona University (NAU) with honors and multiple scholarships.

Currently serving as the Student Accounts Specialist at the College, Ms. Yazzie reflected on overcoming significant personal challenges, including the loss of her brother to suicide, her husband's health struggles, and the recent passing of her mother. She credited CCC and the Blue Family Foundation with providing the support and opportunities that have given her and her family a brighter future.

C. Foundation Update – Mr. Brian Blue, President

Mr. Brian Blue opened the Foundation update by commending Ms. Dianna Sanchez and Ms. Kris Harris for flawlessly completing the Foundation’s recent audit, which had no findings. He then presented the Foundation Update, details of which are available in the November 20, 2024, documents file.

- Ms. Sanchez highlighted the impact of a historic gift that funded the Path2Purpose program, benefiting nearly 50 students this year. She noted that one of the program’s students participated in the past summer’s STEAM Summer Camp.
- Ms. Cheryl Blume discussed efforts to engage Board members with donors through stewardship conversations. These discussions are expressions of gratitude, not financial asks, and aim to develop strategies for addressing emerging needs.
- Ms. Gail Lowe reported an exceptional year for the Foundation, with 108 students supported and donations exceeding last year’s total by \$87,000. She praised the outstanding contributions of both the Foundation staff and the Board.
- Mr. Blue presented the Investment Report by Mr. Sam Proctor, explaining the Foundation Board’s decision to switch to Cambium Wealth Management after a rigorous RFP process. Cambium, deeply engaged in the Flagstaff community, has proven to be an active and enthusiastic partner with the Foundation.
- Mr. Blue and Ms. Sanchez outlined the Board’s vision, including:
 - Amplifying publicity for the No Excuses Fund, aimed at immediate student needs.
 - Setting ambitious donation goals for future years.
 - Transforming the Turning Students First event into a focused fundraising initiative.
 - Addressing the long-term sustainability of the Path2Purpose program, which requires a stable funding source after its initial four years.

The Board Discussed:

- Ms. Blume expressed gratitude to all donors present for their contributions to the Foundation.
- The Board discussed the origins and importance of the No Excuses Fund.
- Dr. Eric Heiser thanked the Foundation Board for their dedication to the College community and students, emphasizing the transformative impact of their efforts.
- Dr. Nat White praised the update as the most enthusiastic and exciting Foundation report in years.

INFORMATION AND REPORTS

Board Reports

- A. AACCT**— There have not been meetings, but the AACCT staff are working on legislation.
- B. ACCT**—Ms. Patricia Garcia updated the Board about the ACCT Annual Congress held in Seattle, highlighting the strong attendance and engagement during the College’s presentation.

Ms. Garcia noted that several Board members will travel to Washington, D.C., in February to participate in the National Legislative Summit. At her request, a group of students will join the delegation to present on behalf of the College in meetings with Senator-Elect Ruben Gallegos and Senator Kelly, showcasing the College’s achievements and priorities.

- C. Alliance** – Dr. Jami Van Ess attended this month’s meeting at Northern Arizona University (NAU), now serving as the host. Key updates included:

- Election Results: Updates on the outcomes for the transit tax and the county expenditure limitation.
- Ongoing Projects: Progress on several initiatives currently in development.
- Community Projects: Ms. Joanne Keene, representing the Foundation Board, reported that the City of Flagstaff will soon provide updates on several community projects, including housing initiatives.
- Dr. Eric Heiser shared that the College has initiated a working group specifically addressing housing needs for students and employees of CCC, Flagstaff Unified School District (FUSD), and NAU. The group is identifying land to develop townhomes to incentivize individuals to relocate to Flagstaff and work for one of these agencies.

D. Foundation Board— Mr. Eric Eikenberry shared highlights from the trip to Seattle, where Ms. Dianna Sanchez and Ms. Alexis Knapp Polley delivered an outstanding Path2Purpose presentation. The session was well-received and drew strong attendance from Board members and College Presidents nationwide, reflecting widespread interest in the program's success and impact.

E. Other Reports

There were no other reports.

F. Fall FTSE Update – Mr. Tony Williams

Mr. Tony Williams provided an update on Full-Time Student Enrollment (FTSE), noting that it is based on 15 credit hours and is a key indicator of the institution's overall health and external factors impacting the College. Additional details can be found in the November 20, 2024, documents file. Mr. Williams discussed:

- The 2023-2024 FTSE totaled 1,634, representing a 4.5% increase compared to the previous year.
- While enrollment has fluctuated since the pandemic, the College still observes residual effects. The current overall decline in student enrollment is approximately 7%.
- Northern Arizona University (NAU), a valued partner, has implemented several initiatives targeting underserved student populations, which have influenced CCC enrollment:
 - **ACCESS2Excellence**: Provides free tuition for low-income and Indigenous students.
 - **Arizona College Excellence**: Offers scholarships and transfer support.
 - **A++ Program**: Launched within the past two years, this program includes a partnership with CCC.

Mr. Williams noted that while these initiatives benefit students and align with broader educational goals, they have negatively impacted CCC's enrollment numbers.

The Board discussed:

- The upcoming 2025 Enrollment Cliff.

G. PRESIDENTS REPORT – Dr. Eric Heiser

Dr. Heiser provided an update on recent national policy meetings with the American Association of Community Colleges (AACC).

- A presentation highlighted the role of the 12 Federal Reserve Banks, which set interest rates and are increasingly focused on workforce growth and reporting.

- The Richmond Federal Reserve Success Rate proposes a new metric for measuring student success, accounting for full-time and part-time students, first-time students at the institution, and entry during any semester within the academic year.
- Currently, community colleges are assessed using federal IPEDS data designed for universities, which does not align with community college reporting standards.
- There is optimism that the Richmond Federal Reserve Success Rate will expand westward, offering a more accurate assessment of community colleges and potentially changing how their success is measured.
- Representative Walt Blackman visited the College and expressed interest in sponsoring a bill to support rural law enforcement academies.
- The College's lobbyist will draft the bill for ongoing funding, and Dr. Heiser will collaborate with other Arizona community college Presidents and CEOs to advance the initiative.

The Board Discussed:

- IPEDS data rates community colleges unfavorably, using metrics designed for four-year degree-seeking institutions.
- Adopting the Richmond Federal Reserve metric could increase measured success rates for community colleges by approximately 30%.

Agenda Items for Future Meetings

- Safety and Security update in January
- Yavapai College Housing Solutions

Mr. Brian Blue thanked the DGB for the opportunity to meet with the Foundation.

There being no further business, Chair Smith adjourned the meeting at 7:52 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