



President's Information Report December 2016

UPCOMING EVENTS AND IMPORTANT DATES:

February 22, 2016	DGB Meeting
April 28, 2016	Palette to Palate

AWARDS/RECOGNITIONS:

The Coconino Community College 25th Anniversary Reading (held last October and featuring readings and artwork from students) has been nominated for a Viola award for Excellence in Storytelling! The event happened thanks to Sandra Dihlmann with help from the entire OnCourse advisory committee and the English department.

Two of our part-time faculty members were nominated for Excellence in Arts Education, for work they do outside of CCC. Joe Maniglia, who currently teaches religion for us, was nominated for being the director of Theatrikids, and Joe Cornett, who teaches photography/photoshop courses, was nominated for his work with his photography students at Flagstaff High School.

David Manning, Coordinator of Emergency Medical Services, was awarded the Flagstaff Fire Fighter of the Year Award from the Exchange Club of Flagstaff.

Casey Modrell was awarded Highlands Fire Fighter of the Year and Mike Pickett was awarded the Summit Fire Fighter of the Year. Casey and Mike received their training at Coconino Community College.

CCC IN THE NEWS:

December 18, 2016	Arizona Daily Sun	CCC ballot money well-spent
December 9, 2016	Arizona Daily Sun	Flagstaff Dreamers fearful but determined after election
December 5, 2016	STEM City Stories	Patients are our Purpose (scroll down to view this article)
December 1, 2016	Arizona Daily Sun	CCC spends big in defeat
November 30, 2016	Page Lake Powell Chronicle	Time to sign up for CCC classes in Page
November 29, 2016	Flagstaff Business News	What is economic development?
November 25, 2016	Arizona Daily Sun	Allstate donates refurbished vehicle to local mother in need
November 20, 2016	Arizona Daily Sun	Donate tax hike to CCC
November 17, 2016	Arizona Daily Sun	Nine CCC students receive payroll certifications
November 17, 2016	Arizona Daily Sun	Advice to CCC: Time to think outside the box

ACADEMIC AFFAIRS:

Kim Sonier organized a number of faculty and staff to clean up the Flagstaff Urban Trail System (FUTS) trail next to the Lone Tree campus on Saturday, December 3, 2016. It was a very successful morning of cleaning up trash and recyclable materials.

A CCC class was featured on the NAU homepage in early December for their work at NAU's Ancient DNA lab.

Northland Preparatory Academy's Sixth Grade Lego Robotics team (and their Coach Jeff Jones) recently competed at the High Altitude Robotics Extravaganza on December 3, 2016. The first year team earned the Showcase Award and was one of only nine Northern Arizona teams to qualify for the state championships.

Career and Technical Education

In a collaborative approach to classroom learning, incorporating critical thinking skills, and adding a true sense of workplace realism, AJS 120 (Substantive Criminal Law), and AJS 250 (Criminal Investigations) ended the semester with a combined course mock trial on November 29, 2016. Each fall for the past two years, students in Criminal Investigations complete police reports, interviews, evidence collection, and crime scene processing during the semester. Simultaneously, students in Substantive Criminal Law take an in-depth look at criminal law, utilizing Arizona Revised Statutes Title 13 as an ancillary to the textbook. Substantive Criminal Law students study the parts of each offense including the mens rea, actus reas, and causation of each crime, how each crime is prosecuted, and the legal utilization of defenses involved in prosecution. Both courses look at the United States Constitutional requirements protecting victims, defendants, and application in the court process. Several weeks prior to the end of the semester, students from Criminal Investigations complete a staged crime scene investigation, including each student taking on the role of responding police officer, detective, and crime scene technician. Students in Substantive Criminal Law are assigned various roles including prosecution team, defense team, court clerk, and bailiff. The AJS 250 case reports are then sent to the AJS 120 students for review and court preparation. Students from both courses are required to communicate, as would occur in real life prosecution of cases. A victim, defendant, and witnesses are selected ahead of time, usually played by CCC employees.

The semester activities culminate with a mock trial, each side arguing their respective case, presenting evidence, direct and cross examining witnesses, and relying on the Judge (Career and Technical Education Dean, Dr. Monica Baker) to reach a verdict. This year, American Sign Language (ASL) students worked with Administration of Justice (AJS) students and provided ASL interpretation during the mock trial, which was attended by other ASL students. Each year, the goal is to give students a realistic view of the investigative process, case preparation, utilization of Arizona Criminal Law, and the ability to utilize critical thinking throughout the entire process.

Page Campus

- November 16-17, 2016 Assisted with dual enrollment student registration at Page High School
- December 1, 2016 Met with Louis Dodson at the Boilermakers Union to explore the possibility of developing a welding program for adult learners in the area. As a result of this meeting, we have identified a possible instructor to teach welding in Fall 2017.
- December 1, 2016 Met with Brian Hediger, Food and Beverage Manager at Lake Powell Resorts to discuss skills certificates and how they could help Lake Powell Resorts.
- December 3, 2016 Attended Page Lake Powell Chamber of Commerce fundraising event. All proceeds from this event are donated to the Page Instructional Site of Coconino Community College
- December 5, 2016 Live radio interview on KXAZ to highlight the upcoming semester. Parts of the interview were aired every day during the interview week.
- December 15-16, 2016 Hosted local National Park Service meeting and attendees toured the campus.

BUSINESS AND ADMINISTRATIVE SERVICES:

Financial Aid

Veteran Services has partnered with the Mobile Vet Center based out of Prescott to help veterans at CCC and across northern Arizona connect with health care, disability services and compensation, educational benefits, vocational rehabilitation, home loans and more. The most recent visit was on December 8, 2016. Other Mobile Vet Center services include: individual counseling, group counseling, sexual trauma counseling, bereavement counseling, marital and family counseling, alcohol counseling, benefits assistance and referral, employment counseling and referral, community education, referral to community agencies, and information regarding local and national veteran organizations and projects. We have started to communicate the Mobile Vet Center visits in the Arizona Daily Sun community calendar and through social media. Thank you to Charli Hausam, CCC's Veteran's Coordinator for her work in this effort.

Financial aid is proud to announce that our 3-year student loan cohort default rate has dropped again this year and stands at 17.1%. Schools receive sanctions if their default rate exceeds 30%. Historical student loan default rates at CCC are:

FY2013(current cohort): 17.1%
FY2012: 22.4%
FY2011: 21.9%
FY2010: 23.0%
FY2009: 26.0%

Human Resources

In collaboration with Information Technology Services and Business Administration and Finance, we have made great strides in bringing Coconino Community College into compliance with ever-changing HIPAA (Health Insurance Portability and Accountability Act) laws and regulations. Just a few things that have been accomplished to date include:

- Completion of a HIPAA policy and procedure manual.
- Staff completion of Segal HIPAA Training for Covered Entities.
- Development of required forms such as a Release of Information form and Data Breach form.
- Development of Business Associate Agreements to be updated with each vendor at the time contracts are re-negotiated.

Current work underway includes:

- Development of policies and procedures with the purpose of protecting electronic and paper information.
- Increasing and/or enhancing of physical safeguards (i.e. controlling visitors, disposal procedures, and physical security of laptops and portable devices).
- Increasing and/or enhancing of technical safeguards (hard drive encryption, e-mail encryption, mobile erasure, and limiting access to protected health information).
- Completion of a Risk Assessment by the ITS Department. A scan of our network and systems by CampusWorks will help to identify Protected Health Information, leading to appropriate safeguards as necessary.

HR has a new touch down station (a desk, task chair, computer and printer) in the HR reception area for use by employees and applicants. Employees can use the touchdown station for things such as entering their wellness incentive points; using self-service features; completing various employment forms; etc. Applicants can use the station to login and apply for CCC employment opportunities. One of the main advantages of having the touch

down station in Human Resources is the ability to have HR staff close by to assist and answer any questions they may have. We are very excited to provide this new additional service!

INSTITUTIONAL ADVANCEMENT:

Marketing and Public Relations

Marketing and Public Relations are working on developing a mobile friendly website, creating a style guide to help with development of CCC publications, and are well into the planning process for Palette to Palate 2017 (April 28, 2017 5:30 pm).

Foundation

CCC Employee Giving Campaign

We continue to make steady increases in the Employee Giving Program. This year's campaign saw a 3.5% increase in the number of faculty and staff who are contributing and the amount donated each pay period has increased 9%.

Annual Fund/Year End Appeal

Donations from the Year-end Appeal letter have increased significantly since last year. Donations increased by 51% and the number of donors has increased by 27%. The donations received to date total \$8,700.

Scholarships

Blue Cross Blue Shield of Arizona has renewed their commitment to the CCC nursing program by donating \$5,000 for 2 scholarships for nursing students entering the second year of the program. We have also finalized the Antelope Point endowment and added a yearly pass through scholarship from Antelope Point.

Grants

We have submitted funding requests to SEE4Vets, The Home Depot Foundation, and the Wells Fargo Foundation to fund a remodeling project for the Veteran's Center. SEE4Vets funded a \$10,040 proposal and we are awaiting decisions for the remaining proposals.

Alumni

A recent project helped the College find contact information for more than 3000 alumni. A separate alumni appeal letter was sent to this group.

STUDENT DEVELOPMENT AND COMMUNITY ENGAGEMENT:

Training and Meetings of Interest

Veronica Hipolito, participated in the Indigenous Community Forums on the topic of Homelessness on November 30, 2016.

Jessica Laessig, TRiO Project Director, participated in the November Arizona Western Association of Educational Opportunity Personnel (WESTOP) conference.

Program Updates

Academic Advising

A Transfer Fair was held on November 17, 2016. Participants included Colorado Mesa University, Fashion Institute of Design and Merchandising, Embry-Riddle Aeronautical University, NAU Prescott Valley Campus, Prescott College, Northern Arizona University, Arizona State University, Dixie State University, Grand Canyon University and University of Arizona.

Student Success and Advising

Using information gathered through the Starfish Early Alert program in the Fall 2016 term, Academic Advisors made phone calls to 422 students that were flagged by instructors with academic concerns. Advisors use these opportunities provide guidance, referral to resources, and they encourage students to work with their instructors.

TAACCCT

Financial forms were submitted to close-out the TAACCCT grant.

Student Activities

Indigenous Student Association Fry Bread Social: Native American students hosted a fundraiser for the Indigenous Student Association by selling fry-bread in the Lone Tree sculpture garden on November 15, 2016.

Student Forum: In conjunction with the November 17, 2016 Transfer Fair, the Student Forum topics included Earn 2 Learn program, Save 2 Learn Program, and the AZ Transfer website tools and features.

Prep for Finals Week: During the week of December 5-12, 2016, Student Development hosted several events to help students prepare for finals. Events included a snack attack, chair massages for students and visits from therapy dogs.

Student Outreach & Recruitment

December 1, 2016	High School Visit	Ponderosa High School
December 7, 2016	High School Visit	Greyhills Academy
December 6, 2016	High School Visit	Flagstaff High School
December 6, 2016	High School Visit	Coconino High School
November 22, 2016	Campus Tour	GED Students
November 9, 2016	Campus Tour	Tohajiilee High School
November 3, 2016	Campus Tour	Southern Utah Upward Bound
November 21, 2016	Application Day	Holbrook High School
November 22, 2016	Application Day	Winslow High School
December 7, 2016	Application Day	Tuba City High School
December 8, 2016	Application Day	Hopi High School

WELCOME NEW CCC EMPLOYEES:

Cynthia Dorfsmith, HRIS Analyst

Cindy has lived in Flagstaff for just over a decade. She has worked for the City of Flagstaff for the past 9 years and brings depth of knowledge in payroll administration, project and data management, advanced query report writing, website design, and work with various enterprise systems and system conversions. Cindy is acknowledged most for her excellent customer service skills and loves living in Flagstaff surrounded by the beautiful national forest. In her free time, Cindy enjoys spending time with family and friends, hiking, sewing, baking and reading a good book.

Dietrich Sauer, Executive Director of Human Resources

Dietrich comes to us from the Flagstaff Unified School District, where he was also the Executive Director of Human Resources. Prior to FUSD, Mr. Sauer held positions in the private sector with several Fortune 500 organizations including: Deckers Brands (the makers of Teva and Ugg Australia Footwear) as their E-commerce

HR Leader; Deluxe Corporation (banking and small business services) as their Area Human Resources manager supporting manufacturing plants, distribution centers and customer service centers throughout North America; Carson Industries (Plastics Manufacturer with seven global locations) as their Director of Human Resources. His passion is championing positive employee relations and engagement to make his organization a best place to work and an employer of choice in its' industry and geographic location.

Dietrich is an active member of the Flagstaff community through his volunteer commitments with the City of Flagstaff Personnel Board, the chamber of commerce and local Human Resources groups. He is also the President elect of the Arizona School Personnel Administrators Association. He graduated from Cal Poly Pomona with a degree in Behavioral Science, holds a Professional in Human Resources certification, has completed multiple advanced development programs such as the Center for Creative Leadership Coaching Program in Colorado Springs and has presented HR content at numerous State and National Conferences.

Jarrett Stoll, Disability Resources Coordinator

Jarrett comes to Coconino Community College after spending 5 years working as a Vocational Rehabilitation Counselor. He has been working with the Special Needs population since 2002, as an educator, mentor, advocate and coach. He studied and earned his Master's Degree in Special Education from National University in La Jolla, California. Jarrett was recognized for his work in 2013, when he was nominated for Flagstaff Employee of the Year, an award given by the Disability Awareness Commission. In addition, he was recognized as Who's Who Among American Teachers in 2010.

Jarrett's philosophy of education has always been simple. As an educator, it is his belief that every student can learn. By providing all students with the necessary materials, resources, and support, achieving success is possible. Jarrett and his wife moved to Flagstaff, 6 years ago after teaching in Alaska. In his free time, He enjoys spending time with his wife, playing golf, traveling, watching football and James Bond Movies.

Jessica Laessig, TRiO Student Support Services Project Director (Promotion)

Jessica has been with CCC for 3 years and very much enjoys her CCC family and students. She is a firm believer that ALL people have an equal opportunity to education no matter their socioeconomic or cultural backgrounds and she wants to help them become successful degree earning students and productive citizens within the Flagstaff community and beyond. She is excited for her new role within the TRIO program.

Kim Shaw, TRiO Learning Support Specialist, Sr.

Kim is joining the College after a four year break from TRiO. Her family took a leap and moved to Doha, Qatar. While in Qatar she helped open and run CrossFit Oryx, the first official CrossFit gym in Qatar and attempted to learn Arabic, unsuccessfully. She also traveled the world with her family, visiting 15 countries in 3 years. Prior to her time in the Middle East, Kim worked for NAU for the TRiO program Talent Search for over 6 years as the Program Coordinator, Senior serving around 300 low-income, first generation potential college students each year. While at Talent Search she co-founded the community service club Kinlani for Community at the Kinlani Residential Dormitory in Flagstaff which works with dormitory youth to instill community service values. She is a graduate of NAU with an M.Ed. in Secondary Science Education and a B.S. in Environmental Sciences.

Martha "Marty" Johnson, Academic Advisor

Marty is so excited to join CCC's advising team after recently moving back to Flagstaff from Colorado. While living in Colorado, she worked at an environmental non-profit and also taught a Sustainable Business class at Colorado Mountain College. She realized how much she missed advising and was thrilled when a position opened up at CCC. She has worked previously as an academic advisor at NAU's Extended Campuses while

getting her master's degree and really loved developing a rapport with students. Marty attended CCC before transferring to NAU and fondly remembers her time here. When she is not advising students, she enjoys reading, recreating outdoors and spending time with her husband.

OFFICE OF THE PRESIDENT:

AC4 – State/Legislative Affairs

AC4 did not meet in December.

Meetings of Interest

- November 18, 2016 Northern Arizona Leadership Alliance
- November 28, 2016 Tri Higher Education Meeting
- November 30, 2016 NAU Leadership Program – Shadowing opportunity
- December 1, 2016 Flagstaff Unified School District
- December 7, 2016 Lunch with Dr. Gene Hughes
ECoNA
- December 8, 2016 Flagstaff Chamber of Commerce – Education Division Committee Meeting
Mike Macy and Ed Leon, Juniper Point
- December 13, 2016 Flagstaff Chamber of Commerce Board Meeting
- December 14, 2016 Presenter at League for Innovation Executive Leadership Institute
- December 15, 2016 Goodwill Board Meeting
- December 16, 2016 NAU Commencement
- December 19, 2016 NACET CEO Scott Hathcock
Richard Travis
- December 20, 2016 Arizona Daily Sun
City of Flagstaff Swearing-In Ceremony
- December 22, 2016-January 2, 2017 Winter Break

Presidential Designee

Jami Van Ess

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Upcoming Presidential Travel

None at this time