Coconino Community College is an AA/EOE institution and complies with ADA.

Coconino Community College is accredited by the Higher Learning Commission and a member of the North Central Association.

www.NCAHLC.org.

Important gainful employment information regarding the educational debt, warnings, and completion rates of CCC students in all CCC certificate programs is available at:

www.coconino.edu/degrees-and-certificates.

Student success is the heart and purpose of Coconino Community College as shown by the fact that CCC is ranked among the top 50 community colleges in the U.S., according to education website, thebestschools.org, which cites factors such as learning outcomes and student support. CNN Money has ranked CCC as No. 25 in its listing of the best community college values. The College has served residents across 18,000 sq. mi. of Coconino County since 1991 and helped create the region’s skilled workforce, which is improving overall health, safety and the economy in the region.

The award-winning CCC2NAU program has become a state and national model for transitioning community college students to a four-year university. The program has served more than 1,700 students, compared to a starting cohort of 15 in 2008. The CCC2NAU program provides an innovative way to smooth a student’s path toward a bachelor’s degree with tailored advisement, institutional collaboration, including access to amenities at NAU like the Cline Library, recreation centers and housing. The program focuses on a truly seamless transition from CCC to NAU. Outcomes from the CCC2NAU program include higher grade point averages, greater retention and degree completion rates than students who are not enrolled in the program at CCC and other community colleges throughout the state.

When CCC first opened its doors, nearly 1,000 students enrolled at the Flagstaff campus in the first semester. Since then, the college has experienced an astounding growth rate with two campuses in Flagstaff. Over the past 5 years, CCC’s average student headcount is between 8,000–10,000 students served per year. The Flagstaff Lone Tree campus houses the College’s administration offices, as well as the majority of the general education courses. The Flagstaff Fourth Street campus houses the Flagstaff Medical Center Institute for Nursing Education as well as other vocational programs like fire science and construction management.

CCC reaches out to the more rural portions of the County including Williams, the Grand Canyon, Page/Lake Powell, Fredonia, Tuba City and Navajo, Hopi and Supai Tribal Lands. Instructional sites that offer classes through online, in person and Interactive Television classes to meet the needs of students are available in rural and remote areas. Nearly 25 percent of CCC’s student population comprises Native American learners and Community College Week says CCC is among the top colleges in the nation among Native American students earning associate degrees.
District Governing Board Members

A five-member Board governs the College. Governing Board members are elected officials from Coconino County.

**Dr. Nathaniel “Nat” White** (District 1)
Current term expires 12/31/2020
Board Member since 1/1/1999

**Ms. Patricia A. Garcia** (District 2)
Current term expires 12/31/2016
Board Member since 1/1/2009

**Ms. Gioia Goodrum** (District 3)
Current term expires 12/31/2016
Board Member since 1/1/2014

**Mr. Patrick Hurley** (District 4)
Current term expires 12/31/2020
Board Member since 1/1/2003

**Mr. Lloyd Hammonds** (District 5)
Current term expires 12/31/2018
Board Member since 1/1/2013

(Board Members as of March 2015)

Mission, Vision, Purposes, & Values

**Our Mission**
As a learning-centered college, we enrich lives by embracing diversity and transforming the future through quality education.

**Our Vision**
Leading our communities in lifelong learning.

**Purposes**

**General Education**
To provide learners with the foundation of a liberal education, including lifelong learning.

**Transfer Education**
To provide learners with the curriculum necessary to transfer to baccalaureate institutions.

**Occupational Education**
To provide learners with the skills and knowledge necessary to pursue occupational careers.

**Continuing Education**
To provide all learners with continuing education learning opportunities.

**Developmental Education**
To provide the curriculum necessary to prepare learners for college and the workplace.
Economic Development
To respond quickly in the advancement of regional economic development goals.

Technology Integration
To provide state-of-the-art technological education and training opportunities.

Student Services
To facilitate access to the college and to support learners’ attainment of educational goals.

Cultural and Community Service
To provide programs that celebrate cultural diversity and awareness, encourage volunteer service, support community awareness, protect public welfare and support fine and performing arts.

Core Values
We – the District Governing Board and employees of Coconino Community College – are dedicated to providing quality educational opportunities to our community. In doing so, we commit to the following core values to guide our decisions and behaviors as we seek to meet the changing needs, aspirations and goals of our community:

People
We strive to accept the uniqueness of each individual and the contribution each person makes. We strive to create a caring, accepting and productive environment for our students, employees and community.

Learning and Growth
We are dedicated to providing lifelong learning opportunities for our students, employees and community to empower them to achieve their dreams. In this endeavor, we create learning opportunities that are accessible and relevant to our students and place the learner first.

Quality
We recognize the importance of continually improving our educational offerings and services and the need to hold our students and ourselves to high expectations and standards. We employ a dynamic, strategic planning process and constantly assess our activities to be responsive and accountable to our students, employees and community.

Ethics
We believe that to be effective we must demonstrate integrity. Therefore, we uphold the highest ethical standards in all of our activities resulting in a responsible and fair environment for our students, employees and community, and a responsive and open decision-making process.

Community
We exist for our community; therefore, we must be responsive to its changing needs and its diversity. To do so, we strive to provide services that are timely, accessible and affordable. We also pursue partnerships and collaborations throughout our community to be responsive to the needs of our diverse populations.

Respect
We recognize that learning cannot occur without respect. We are committed to the acceptance of diverse cultures, differing ideas and beliefs and the uniqueness of each individual since these are the foundations of respect.

Sustainability
We commit to innovative thinking to guide our decisions toward sustainable practices in our living and working environments. In this earnest endeavor, we strive to demonstrate adaptive leadership, eco-friendly stewardship and quality education in a mindful and economically feasible manner.
Appointed in 2007, Dr. Bornstein serves as President of Coconino Community College in Flagstaff, AZ. Established in 1991, the College's boundaries span 18,000 square miles of northern Arizona with 2 campuses in Flagstaff, an instructional site in Page and outreach centers in Williams, Grand Canyon, Fredonia, and Tuba City. CCC reaches some of the most remote stretches of Arizona with a variety of distance services. The College, with more than 500 full-time and part-time employees, offers more than 70 degrees and certificates and serves nearly 10,000 students each year.

Dr. Bornstein has led the College through unprecedented economic challenges. Her leadership led to a 20% increase in enrollment, a budget restructure that improved long-term financial stability recovering from an almost 50% budget reduction, CCC’s continued accreditation from the Higher Learning Commission, and a nationally recognized Sustainable Financial Plan (SFP) – a model for community colleges facing significant funding reductions.

Dr. Bornstein pioneered several programs that have earned the College national recognition via creating a 3-year strategic and tactical plan implementing more than 300 initiatives with a 90+ % completion rate, Sustainable Financial Plan, and creating an award-winning national and state community college/university partnership model – CCC2NAU – which eliminates transfer and assists students with a seamless transition into Northern Arizona University (NAU). She also initiated several additional collaborations with NAU, including the library merger and a reverse transfer program.
CCC History

1990
• Voters of Coconino County authorize formation of the Coconino County Community College (CCCC) District.

1991
• Voters authorize the levy of a property tax to raise $2.2 million to fund and operate a community college within Coconino County. CCCC District Governing Board enters into lease agreement for 15,600 square feet of classroom and office space in what were formerly the Gold Bond and Boston stores on North Fourth Street, Flagstaff.
• Dr. John Glenn becomes the first President of CCCC.
• Registration begins for over 140 classes offered in Flagstaff, Grand Canyon, Page, Sedona, Tuba City, and Williams.
• CCCC’s Small Business Development Center begins serving Flagstaff, Grand Canyon, Page, Sedona, and Williams.
• Paul Neuman elected to Chairman post of the District Governing Board.

1992
• CCCC begins process of seeking affiliation with the Commission on Institutions of Higher Education of the North Central Association of Colleges and Schools.

1993
• CCCC holds first commencement and graduates three students. CCCC Foundation is established.
• Tony Christensen elected to Chairman post of the District Governing Board.

1994
• CCCC receives North Central Association (NCA) candidacy status.
• Dr. V. Phillip Tullar becomes second President of CCCC.

1995
• The State Board of Directors for Community Colleges of Arizona approves CCCC’s proposed satellite campus and partnership with the City of Page.
• The College drops the fourth “C” from its name to become identified as CCC.
• CCC revises its Mission statement: To promote student success through comprehensive learning opportunities for its community.
• CCCC District Governing Board approves the plan for a new Page Campus.
• Gaye Luna elected to Chairman post for the District Governing Board.
1996
- CCC receives initial accreditation from the Commission on Institutions of Higher Education.
- CCC receives authorization from the Department of Education to disburse Title IV funds.
- The Arizona Board of Regents unanimously approves plans to make over 40 acres of Northern Arizona University (NAU) land available to CCC for a new Flagstaff Campus.
- College and Page City officials break ground on the Page Campus.
- CCC Foundation purchases Flagstaff Fourth Street facility.

1997
- CCC offers its first web-based class – Art History I.
- The CCC satellite campus in Page is completed.
- Voters pass a $25 million bond election for the construction of the Flagstaff Lone Tree Campus and District Offices, distance learning technology, and completion for the Page Campus.
- CCC goes online with the creation of its first website.
- Dan Baertlein elected to Chairman post for the District Governing Board.

1998
- Val Gleave elected to Chairman post for the District Governing Board.

1999
- Interim CCC President Dr. David A. Williams is appointed.
- Dr. Thomas S. Jordan becomes the fourth President of CCC.
- Paul Newman re-elected to Chairman post for the District Governing Board.

2000
- CCC holds groundbreaking ceremony for Flagstaff Lone Tree Campus and District Offices.
- CCC holds groundbreaking ceremony for Williams Site.
- CCC holds an Open House/Public Forum at Fourth Street facility for the unveiling of the proposed plans for the Workforce and Business Training Center.
- Tom Atwood elected to Chairman post for the District Governing Board.

2001
- District Governing Board approves new Vision, Mission, Core Values, and Purpose statements.
- District Governing Board approves official names for CCC facilities: Flagstaff Lone Tree Campus and District Offices, Flagstaff Fourth Street Campus and Technology Center, Page/Lake Powell Campus, Williams Site, Grand Canyon Learning Center.
- Williams Site completed.
- Nat White elected to Chairman post for the District Governing Board.
2002

- Flagstaff Lone Tree Campus and District Offices open.
- 5,000 square foot Navajo Generating Station (NGS) Technology Center completed at the Page Campus, including a computer lab, ITV rooms, offices, boardroom, and classroom. The Center was completed in part with a NGS donation of $225,000.
- CCC successfully completed its first Higher Learning Commission (HLC) comprehensive evaluation for continued accreditation with a ten year reaffirmation of its accredited status with HLC.
- CCC begins offering classes via ITV.
- Val Gleave re-elected to Chairman post for the District Governing Board.

2003

- CCC completes construction of Phase II Remodel of the Fourth Street Campus and Technology Center.
- CCC admits first class of 21 associate degree RN students.
- Carole Mandino elected to Chairman post for the District Governing Board.

2005

- CCC adopts its current Mission statement with widespread input from employees, students, and the community: “As a learning-centered college, we enrich lives by embracing diversity and transforming the future through quality education.”
- Patrick Hurley elected to Chairman post for the District Governing Board.

2006

- CCC focuses on two major information initiatives: the Property Tax Override Election and the 15th Anniversary Celebration.
- Coconino County residents reject a tax override by a vote of 58 percent against and 42 percent in favor of the override question.
- CCC chooses mascot name and becomes the Coconino Comets.
- Val Gleave re-elected to Chairman post for the District Governing Board.

2007

- Commencement ceremony held at Pine Mountain Amphitheater at Fort Tuthill County Fairgrounds honoring 189 graduates.
- Dr. Leah L. Bornstein becomes fifth President of CCC.

2008

- CCC strengthens partnership with Northern Arizona University and creates a collaborative admissions program to increase the number of baccalaureate degrees in Arizona.
- CCC establishes Community and Corporate Learning Center to serve Coconino County in contract training, personal enrichment, and the Small Business Development Center.
- CCC creates Sustainable Financial Plan and receives inquiries about the plan from other colleges across the country. CCC is invited to present the plan at several conferences.
- Jane Corona elected to Chairman post for the District Governing Board.
2009
- CCC established President’s Advisory Councils throughout district.
- CCC initiates first cohorts of CCC2NAU students, creating a seamless transition for community college students to university degree paths.
- Patrick Hurley re-elected to Chairman post for the District Governing Board.

2010
- CCC implements collaborative problem solving with NAU: CCC2NAU, library merger, reverse transfer agreement, increased developmental math/English sections at NAU, and sharing of faculty.
- CCC records oral history from founding Board Members.
- CCC receives a U.S. Department of Education TRiO Student Support Services grant for $220,000 per year for five years totaling $1,100,000.

2011
- CCC receives a distance learning grant of approximately $300,000 from the U.S. Department of Agriculture.

2012
- CCC2NAU program has 1,000 students enrolled
- CCC Begins 2012–2015 strategic plan
- CCC Awarded $2.5 million TAACCCT Grant from the U.S. Department of Labor

2013
- CCC District Governing Board officially files paperwork to hold an override election. Override election is held in November and fails with a 52 to 48 percent margin.

2014
- CCC Implements Financial Austerity Plan eliminating CCL, dance degree program, early childhood education program, reduces nursing to half, and changes Page status from Campus to Instructional Site.
- Gioia Goodrum elected to complete term from previous DGB representative.

2015
- Patricia Garcia elected to Chairman post, for the District Governing Board.

Today
Coconino Community College (CCC) serves many diverse communities throughout Coconino County including Flagstaff, Fredonia, Grand Canyon, Page/Lake Powell, Sedona, Tuba City, and Williams. CCC offers university transfer, career/technical programs, high school dual enrollment and tech prep programs, continuing education, and community interest courses. The College continues to provide expanding opportunities for traditional and non-traditional students.
Strategic Planning Goals

Student Success: the Heart and Purpose of CCC
Re-Visioning through Strategic Planning
January 2016 – December 2020

Strategic Planning Goals
as approved by the District Governing Board on January 27, 2015

1) CCC will provide learners educational opportunities that are accessible and affordable, while also being economically feasible for the College.

2) CCC will promote a learner-centered environment that incorporates innovative strategies and support structures intended to reduce student attrition and increase retention.

3) CCC will empower students to achieve their individual learning goals and implement strategies to increase certificate and degree completion rates.

CCC Statistics

2013–2014

- Total Full-time Enrollment: 2,115.63 FTE
- Number of credit classes: 1,246
- The CCC Foundation awarded more than $62,000 in scholarships
- 262 students earned two-year associate degrees; 19 students earned certificates.
- There were 987 students engaged in the dual enrollment program; 71 students in the CAVIAT program; and 1,087 high school students either dual/CAVIAT enrolled or co-enrolled.

Faculty 2013–2014

- Full-time faculty – 38
- Part-time faculty – 151
- Student-to-faculty ratio – 22 to 1

Students 2013–2014

- Percentage of 1st time, full-time, degree-seeking cohorts – Male: 48.1%; Female: 51.9%
- Average age of 1st time, full-time, degree-seeking cohort – 19.7 years
- Student attendance status – 27% Full-time; 73% Part-time
Student Ethnic Breakdown

- American Indian or Alaska Native – 20%
- Asian – 1%
- Black or African American – 1%
- Caucasian – 50%
- Hispanic or Latino – 11%
- Native Hawaiian or Pacific Islander – 0%
- Two or more races – 3%
- Unknown – 14%

Percentage Of Students Enrolled By Age

- 24 and under – 67%
- 25 and over – 33%
Economic Impact

Coconino Community College creates value in many ways. The college plays a key role in helping students increase their employability and achieve their individual potential. It provides students with the skills they need to have a fulfilling and prosperous career. Further, it supplies an environment for students to meet new people, increase their self-confidence, and promote their overall health and well-being.

The purpose of this study is to investigate the economic impacts created by CCC on the business community and the benefits that the college generates in return for the investments made by its key stakeholder groups – students, society, and taxpayers. The following two analyses are available in this report: Regional Economic Impact Analysis and Investment Analysis.

Impact on Business Community

Coconino Community College creates a significant positive impact on the business community in Coconino County and generates a return on investment to its major stakeholder groups – students, society, and taxpayers. Using a two-pronged approach that involves an economic impact analysis and an investment analysis, the study calculates the benefits to each of these groups. Results of the analysis reflect Fiscal Year (FY) 2013–14.

During the analysis year, CCC and its students added $65 million in income to Coconino County economy, approximately equal to 1.2% of the Gross Regional Product.

The economic impacts of CCC break down as follows:

Operations spending impact

♦ CCC employed 360 full-time and part-time employees in FY 2013–14. Payroll amounted to $13.1 million, much of which was spent in Coconino County to purchase groceries, clothing, and other household goods and services. The college spent another $9.7 million to support its day-to-day operations.

♦ The net impact of college payroll and expenses in Coconino County during the analysis year was approximately $14.9 million in added income.

Impact of student spending

♦ Around 53% of students attending CCC originated from outside the county. Some of these students relocated to Coconino County and spent money on groceries, transportation, rent, and so on at county businesses.

♦ The expenditures of students who relocated to the region during the analysis year added approximately $11.7 million in income to the economy.

Alumni impact

♦ Over the years, students have studied at CCC and entered or re-entered the workforce with newly-acquired skills. Today, thousands of these former students are employed in Coconino County.

♦ The accumulated contribution of former students currently employed in the regional workforce amounted to $38.4 million in added income during the analysis year.
Income Created by CCC in FY 2013–14 (Added Income)

- $14.9 million – Operations spending impact
- $11.7 million – Impact of student spending
- $38.4 million – Alumni impact
- $65.0 million – Total impact

Return On Investment To Students, Society, And Taxpayers

Student perspective

- CCC’s 2013–14 students paid a total of $3 million to cover the cost of tuition, fees, books, and supplies. They also forwent $28.4 million in money that they would have earned had they been working instead of learning.

- In return for the monies invested in the college, students will receive a present value of $146.1 million in increased earnings over their working lives. This translates to a return of $3.90 in higher future income for every $1 that students invest in their education. The average annual return for students is 15.6%.

Social perspective

- Society as a whole in Arizona will receive a present value of $81.2 million in added state income over the course of the students’ working lives. Society will also benefit from $2.3 million in present value social savings related to reduced crime, lower unemployment, and increased health and wellbeing across the state.

- For every dollar that society spent on CCC educations during the analysis year, society will receive a cumulative value of $1.50 in benefits, for as long as the 2013–14 student population at CCC remains active in the state workforce.

Taxpayer perspective

- In FY 2013–14, state and local taxpayers in Arizona paid $2.9 million to support the operations of CCC. The net present value of the added tax revenue stemming from the students’ higher lifetime incomes and the increased output of businesses amounts to $5.9 million in benefits to taxpayers. Savings to the public sector add another $735,044 in benefits due to a reduced demand for government-funded services in Arizona.

- Dividing benefits to taxpayers by the associated costs yields a 2.3 benefit-cost ratio, i.e., every $1 in costs returns $2.30 in benefits. The average annual return on investment for taxpayers is 5.8%.

For Every $1 Spent By...

- Students – $3.90 gained in lifetime income
- Society – $1.50 gained in added state income and social savings
- Taxpayers – $2.30 added taxes and public sector savings

Job equivalents based on income

Job equivalents are a measure of the average-wage jobs that a given amount of income can potentially support. They are calculated by dividing income by the average income per worker in the region. Based on the added income created by CCC, the job equivalents are as follows:

- Operations spending impact = 375 job equivalents
- Impact of student spending = 295 job equivalents
- Alumni impact = 966 job equivalents
- Overall, the added income created by CCC and its students supported 1,637 job equivalents.
$5.00 Technology Fee per credit hour for all classes on top of tuition price.

$35.00 per each web class on top of tuition price.

$25.00 fee per credit hour to audit a class on top of tuition price.

**Western Undergraduate Exchange (WUE) Program**

If you are a legal resident of Alaska, California, Colorado, Hawaii, Idaho, Montana, Nevada, New Mexico, North Dakota, Oregon, South Dakota, Utah, Washington, Wyoming, or U.S. Pacific Territories and Freely Associated States, then you qualified for this program. Mark the appropriate residence code on the application for admission form to be declared a WUE student. A WUE student receives a tuition rate of 150% of the institution’s regular in-state resident tuition.

*For these courses, students who qualify for the WUE Program will be charged additional tuition equal to Out-of-State rates, plus differential tuition and applicable fees.
Facilities

Campuses

Flagstaff Lone Tree Campus and District Offices
2800 S. Lone Tree Rd., Flagstaff, AZ 86005
928-527-1222
800-350-7122 (Outside of Flagstaff)
928-226-4299 (Admissions and Records)
928-226-4127 (Reception)
Deaf/Hard of Hearing Dial 711 for relay services and connect to 928-226-4320

Flagstaff Fourth Street Campus and Technology Center
FMC Institute for Nursing Education
3000 N. Fourth St., Flagstaff, AZ 86004-1825
928-526-7600
Deaf/Hard of Hearing Dial 711 for relay services and connect to 928-226-4320

Instructional Sites

Page/Lake Powell Instructional Site
475 S. Lake Powell Blvd., Page, AZ 86040-0728
928-645-3987
928-645-3501 (FAX)
For class offerings at Fredonia call the Page Instructional Site.
For class offerings at Grand Canyon call the Flagstaff Lone Tree Campus.
For additional information, please visit: www.coconino.edu/campus-hours-all-campuses

E-Learning

Coconino Community College offers a variety of courses online and through Interactive Television (ITV) to fit students’ schedules, including an Associate of Arts (AA) degree in General Studies that can be completed online!

Visit www.coconino.edu to learn more about available opportunities.

Degrees & Certificates

Associate Degrees (AA)
- Administration of Justice
- Anthropology
- Business
- Colorado Plateau Studies
- Construction Technology Management
- Environmental Studies
- General Studies (online program)
- Hotel and Restaurant Management
- Psychology
- Sociology
- Vocational Technology Education
Associate in Applied Science Degrees (AAS)

- Administration of Justice
- American Sign Language (ASL) Interpreting
- Business
- Carpentry Apprenticeship
- Computer Software Technology
- Construction Technology
- Environmental Technology: Alternative Energy
- Fire Science
- Hospitality Management
- Medical Assistant
- Network Engineering
- Nursing
- Paramedic Studies
- Pre-Health Careers
- Sustainable Green Building

Associate of Business Degree (ABus)

- Associate of Business

Associate of Fine Arts Degrees (AFA)

- Visual Arts

Associate of General Studies Degree (AGS)

- Associate of General Studies

Associate of Science Degree (AS)

- General Studies

AGEC Certificates

- AGEC-A
- AGEC-B
- AGEC-S

Certificates

- Accounting
- American Sign Language (ASL) Interpreting
- Basic Detention Academy
- Basic Emergency Communications Dispatcher Academy
- Carpentry Apprenticeship
- Computer Technician
- Construction Technology
- Environmental Technology: Alternative Energy
- Fire Science
- Forensics Investigations
- Graphics and Web Design
- Industrial Maintenance Technician
- Medical Assistant
- Medical Front Office Assistant
- Network Engineering
- Phlebotomy
- Pre-Health Careers
CCC2NAU

CCC2NAU is an innovative program designed to help students transition smoothly from Coconino Community College to Northern Arizona University. CCC2NAU offers:

- Tailored advisement from Northern Arizona University advisors and institutional collaboration
- The opportunity to take classes at Coconino Community College that will count towards your intended major at Northern Arizona University
- The option to enroll part-time at Northern Arizona University while students are attending Coconino Community College
- The chance to access Northern Arizona University student clubs, athletic events, residence halls, and recreation services

High School Programs

CAVIAT

The Coconino Association for Vocations, Industry and Technology (CAVIAT) has partnered with CCC and Flagstaff Unified School District to provide co-enrollment classes for high school juniors and seniors in structured Programs of Study (see below) at no cost to students. These courses are offered from 1:00 pm to 4:00 at the CCC Flagstaff campuses. Most programs offer the opportunity for students to earn college and/or industry certifications. Some industry certifications require additional outside work and costs. CAVIAT will sometimes pay for certification costs but approval must be obtained through CAVIAT and when coupled with Dual Enrollment core classes at FUSD provide an excellent start on earning an Associate’s degree through the College.

Programs of Study

Alternative Energy Technician

The Alternative Energy Technician program is designed to prepare you to enter the profession, at an entry level position. This program will allow students to explore construction, drafting, electrical wiring, and “green” building techniques that leads to a career in Photovoltaic/Wind power installation or “green” architectural design. This program leads to an Associate of Applied Science degree.

Business Management Admin Services

The Business Management Admin Services program is designed to prepare students to enter the business profession, at an entry level position, or to help seamlessly transfer to a four year institution. This program will allow students to explore General Business, Accounting, Leadership and management career plans and leads to both an Associate of Applied Science and Associate of Business degree.

Computer Software Technology

The Computer Software Technology program will prepare students for entry-level positions requiring computer application and tech skills, leads to an Associate of Applied Science degree or to seamlessly transfer to a 4 year degree program. This program of study offers an emphasis in PC Technician and General Technology.

Hospitality Management

The Hospitality Management program prepares students for entry-level careers with an emphasis on the Hotel Management aspect of the industry. Students completing this program will develop the knowledge and skills to compete in one of Arizona’s
fastest growing industries. The program provides the foundation necessary for students to continue and complete an AAS Hospitality Management or an AA in Hotel and Restaurant Management through a 2 or 4 year degree program.

Law Enforcement – Public Safety and Security
The Administration of Justice program is designed to prepare students to enter the workforce in the criminal justice arena. This program teaches students specific knowledge and skills, which will assist in securing employment in a wide variety of law enforcement and corrections/juvenile detention, positions. This 1 year program will lay the foundation for students to pursue either an Associate of Applied Science or Associate of Arts Degree in Administration of Justice.

Nursing Services – Certified Nursing Assistant
The nursing assistant program prepares students to work in the health care industry in places such as Hospitals, Doctor’s Offices, Nursing Homes, Assisted Care Facilities, and Home Health Care. This certificate is designed for students seeking an introduction to nursing assisting and the basic skills required for computations, documenting, team collaboration, communication, and client advocacy in the health care setting. It will enhance the knowledge and skills base of care takers already in the workplace. Prepares students for entry level employment in acute care, long term care, and assisted living settings.

Pre-Health Careers
The Pre-Health Careers Program of Study is designed to provide students a foundation in pre-health careers and certification (with the necessary Dual Enrolled ENG & MAT requirements) as they progress towards completing an AAS in Pre-Health Careers or an AAS in Nursing. This program also helps to prepare students in seeking entry into the CCC nursing program or other programs throughout the state of Arizona, and/or seeking training and employment in a variety of health professions.

CAVIAT Enrollment
Enrollment in a CAVIAT program listed above has to be initiated through the CAVIAT Central Programs website. Students must apply for acceptance through the CAVIAT Central Programs process which includes filling out a CAVIAT application form (see website listed below), filling out a CCC Admissions form, and a CCC Concurrent Enrollment Form. Point of contact for enrollment in the CAVIAT Central Programs through:

CTE Program Coordinator/CAVIAT JTED
P.O. Box 31438
Flagstaff, AZ 86003
928-853-4703 / 928-779-6104
www.caviat.org

Cost
All CAVIAT CCC Co-enrollment programs are free to students. CAVIAT pays the cost for tuition, fees, textbooks and provides transportation between the high school and college campuses. CAVIAT also pays some certification exam fees. See the program descriptions for more information.

Transportation
Transportation will be provided through FUSD buses from the high schools to the CCC campuses. Students driving their own cars will have to pay for a CCC parking.

FERPA
All students enrolled in CAVIAT classes with CCC are college students and subject to the Federal rules and guidelines of the FERPA law (see below).

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that
protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education.

FERPA gives parents certain rights with respect to their children’s education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level.

**Dual Enrollment**

Dual Enrollment (DE) courses are high school courses that also allow students to earn both high school and CCC college credits. These courses are taught at the high school, during the high school day, by high school teachers. Dual enrollment teachers must meet the same credential requirement as college instructors teaching the same course. They use the College textbook or one approved by the Department Chair and teach all College outcomes for the course.

Students enrolled in DE courses will receive CCC credit and an official CCC transcript upon satisfactory completion of their class.

In order to receive the CCC credit, they must be officially enrolled with CCC, while in high school. Free or reduced tuition costs apply for all classes.

The following high schools participate in the dual enrollment program: Coconino High School, Flagstaff High School, Fredonia High School, Ganado High School, Grand Canyon High School, Greyhills Academy High School, Page High School, Ponderosa High School, Tuba City High School, and Williams High School.

**Co-Enrollment**

Co-enrollment students are enrolled in CCC classes while in High School. The classes are taught on CCC campuses or via ITV. The students pay for tuition and fees and the classes are instructed by CCC instructors. Classes are limited to 8 hours per term and must be approved by high school counselor and CCC advisor for enrollment. The instruction is provided anytime a CCC class is offered.

**TRiO**

The TRiO program increases student retention and graduation rates; facilitates student transfer from two-year to four-year colleges; and fosters an institutional climate supportive of the success of low income and first generation college students and individuals with disabilities.

The TRiO program is free.

TRiO Program participants must qualify by being low-income, low-income and first-generation college students and/or college students with a documented disability. All students must be enrolled or accepted for enrollment at CCC. In addition, low-income students who are first-generation college students and students with disabilities must have been determined to have academic need.

Program services may include:

- Assigned academic advisors
- Individualized academic tutoring
- Career exploration and major and course selection
- Information on various types of financial aid available and grant opportunities
- Study skills assistance: note-taking, textbook reading, time management, financial management education and test prep workshops
- Assistance with transfer to four-year University or college
**Student Services**

**Advising Services**
Academic advisors help students create a plan for their education and keep them on track. They can also help students with many aspects of education including degree and course selection, transfer planning, and information about CCC policies, procedures, and deadlines. It is recommended that students with an advisor each semester to ensure they meet their goals in the most efficient way possible.

**Career Services**
Coconino Community College Career Services provides students with assistance in career/major exploration, resume building, interviewing skills, job search strategies and job application assistance.

**Disability Resources**
The Disability Resources Program at CCC is committed to providing inclusive and accessible educational opportunities to eligible students enrolled at CCC. Services provided are individually tailored to meet the needs of each specific student.

Students in the program are provided with reasonable and appropriate accommodations and training in the use of assistive technology. Every student in the program is also offered advocacy by the Disability Resources Program.

**Passages Program**
The Passages Program is a federally funded grant program through the Carl D. Perkins grant. The Passages Program provides assistance to eligible Coconino Community College students whom are single parents and/or displaced homemakers. We help guide Passages participants to success in a number of career/technical programs.

**Starfish**
Academic performance is one of the best indicators of student success. Coconino Community College is piloting an early alert program using Starfish Retention Solutions that can assist in student’s success this fall.

Starfish works within Canvas and the courses students are taking to generate indicator notifications and kudos for students based on:

- Academic Performance
- Attendance
- Quiz and test scores
- Referrals to resources on campus

**Other features:**
- Communication to students, faculty and staff
- Outreach and follow-up by staff
- A student “Success Network”
- Online appointment scheduling

**How will Starfish help students?**
Starfish provides a simple method to refer students for academic assistance early enough in the semester to make a difference. Starfish is not a substitute for direct discussion with students.
but serves as a secondary layer of support to alert students as well as campus experts who will assist in addressing concerns.

**Important note about protecting the privacy of student records**
Starfish users are responsible for knowing and adhering to the College's policy and state and federal law regarding protecting the privacy of student records.

**S.T.A.R.T. Program**
Student Transitions and Academic Readiness Training (S.T.A.R.T.) is a program designed to support students in the achievement of their educational goals. S.T.A.R.T. participants receive training in areas needed to navigate college with confidence and skills to help with a successful transition into a career or a four year university.

**Student Housing**
CCC students have the opportunity to live on campus at Northern Arizona University in either a town-home style or suite-style residence hall managed by American Campus Communities. Housing options are conveniently located about a mile from the CCC Lone Tree Campus.

The Suites and Hilltop Townhomes offers new modern accommodations, game rooms, fitness centers, community events, on-site management, maintenance staff, individual leases and roommate matching.

**Tutoring**
Tutoring is located at the Lonetree Student Center. All students enrolled in CCC classes may utilize the tutoring services free of charge. We have drop-in tutoring as well as a few appointments. Coming soon – Online tutoring will be available 24 hours a day.

**Community Partners**
CCC has many important community partners including, but not limited to:
- Antelope Point Marina
- Boston True Value Hardware
- City of Flagstaff
- Coconino County
- All Coconino County Chambers of Commerce
- Deckers
- Flagstaff Unified School District
- Goodwill
- Museum of Northern Arizona
- National Park Service
- Navajo Generating Station (SRP)
- Nestle Purina
- Northern Arizona Building Association
- Northern Arizona Center for Entrepreneurship and Technology
- Northern Arizona University
- Page Unified School District
- Tork Hygiene Products
- Williams Unified School District
- Xanterra

**Continuing Education**
GED/HSE prep classes (ABE) are currently offered in Flagstaff, Page and Tuba City. English language classes (ELAA) are offered in Flagstaff. Classes are open to all who are at least 16 years old and lawfully present in the U.S. We also offer a distance learning option for students in rural areas or with other barriers to attending classes.
The mission of the Foundation is to promote the purpose and goals of Coconino Community College (CCC) and to enhance the opportunities for Coconino County residents.

The Coconino County Community College Foundation, Inc. was founded in 1993 under Arizona law as a non-profit 501(c)(3) corporation. It is fiscally and organizationally separate from the College with its own Board of Directors. Its purpose is to receive private gifts, bequests and donations; to account for, manage and help appreciate monies or property submitted to the Foundation; and to help the College with projects and opportunities which may not be funded by public funds.

Funds for the Foundation are distributed to benefit and advance Coconino Community College and for the encouragement and subsidization of the students and faculty of CCC. The Foundation Board of Directors comprises of selected residents of Coconino County who represent leadership and community influence and who have expressed an interest and desire to use their influence on behalf of the College through the Foundation.

The Foundation is prepared to support programs and activities of the College which promote the objectives of the institution. This includes, but is not limited to, scholarships and financial aid for students, recognition of outstanding scholarship or leadership, recognition for cost-savings suggestions, development of special facilities, awards for special achievement, management and investment of funds, procurement of special equipment, planning for special college activities and programs, and development of area-wide interest in support of the College.

### Financial Aid 2013 – 2014

- Students completing the FAFSA: 4,507
- Students awarded scholarships, grants, or loans: 1,790
- Students paid scholarships or grants: 1,437
- Total amount awarded: $9.61 million

### Student Clubs

CCC has a variety of clubs and organizations available to students.

- Anime Club
- Associated Student Body
- Clay Club
- Games Club
- Indigenous Student Alliance
- Kaleidoscope
- Phi Theta Kappa
- Science Club
- Vintage Christian Club
Transportation To CCC Flagstaff

Flagstaff has a very sophisticated bus system. Any student attending a university, college, technical school, or any other post-high school educational program, is able to purchase the Mountain Line college/university pass.

For pricing and other information including routes, please go to http://www.mountainline.az.gov/.

CCC Service District

96% of students attending CCC are from Arizona, with about ¾ coming from Coconino County.

Students enrolled at CCC come from all areas of Coconino County. Enrollment is greater from places where more people live.
Important Phone Numbers

Lone Tree Campus ............... 928-527-1222 or 800-350-7122
4th Street Campus .............. 928-526-7600 or 800-350-7122
Page Instructional Site ....... 928-645-3987
Academic Affairs ............... 928-226-4270
Business Office ................. 928-226-4297
Financial Aid .................... 928-226-4219
Foundation ...................... 928-226-4348
Help Desk ....................... 928-226-4357
Human Resources .............. 928-226-4386
President’s Office .......... 928-226-4100
Public Relations .............. 928-226-4348
Registration .................... 928-226-4299
Security ......................... 928-226-4304
Student Services .............. 928-226-4323

Employee directory: www.coconino.edu/look-up-an-employee

Page Site Location

Page/Lake Powell Instructional Site
475 S. Lake Powell Blvd.
Page, AZ 86040