

**COCONINO COMMUNITY COLLEGE  
DISTRICT GOVERNING BOARD**

**REGULAR MEETING**

**MAY 21, 2018**



**COCONINO COMMUNITY COLLEGE  
MINUTES OF A REGULAR MEETING  
OF THE  
DISTRICT GOVERNING BOARD  
MAY 21, 2018**

A Regular Meeting of the Coconino Community College District Governing Board was held in the Board Room at the Lone Tree Campus at 2800 S. Lone Tree Road, Flagstaff, Arizona 86005. Board Chair, Ms. Patricia Garcia, called the meeting to order at 5:59 pm.

PRESENT: Patricia Garcia  
Patrick Hurley  
Lloyd Hammonds  
Marie Peoples  
Nat White

ABSENT: None

Also Present: Dr. Colleen Smith, CCC President; Mr. Andrew Allen, Ms. Ali Applin, Dr. Kimberly Batty-Herbert, Mr. Keith Becker, Ms. Collen Carscallen, Ms. Veronica Hipolito, Mr. Jeff Jones, Ms. Siri Mullaney, Dr. Gonzalo Perez, Ms. Alexandra Purchase, Mr. Anthony Rivera, Mr. John Saltonstall, Ms. April Sandoval, Mr. Dietrich Sauer, Mr. Bobby Sedillo, Dr. J. Nathaniel Southerland, Mr. Kurt Stull, Mr. Aaron Tabor, and Ms. Jami Van Ess.

Reports, summaries, background material and other documents referred to in these minutes can be found in the May 21, 2018 documents file.

**Follow Up**

- None

**ADOPTION OF AGENDA**

Mr. Lloyd Hammonds moved to approve the agenda and Dr. Nat White seconded the motion. The agenda was approved as presented. The motion was unanimously approved (Ms. Garcia, Mr. Hurley, Mr. Hammonds, Dr. Peoples, and Dr. White voting in favor.)

**ADOPTION OF CONSENT AGENDA**

Minutes of a Work Session – April 23, 2018  
Minutes of a Regular Meeting – April 23, 2018  
Separations/New Hires

Mr. Lloyd Hammonds moved to approve the Consent Agenda and Mr. Patrick Hurley seconded the motion. The motion was unanimously approved (Ms. Garcia, Mr. Hurley, Mr. Hammonds, Dr. Peoples, and Dr. White voting in favor.)

## **FOLLOW UP ITEMS**

There were no follow up items.

## **INTRODUCTION OF GUESTS**

Ms. Ali Applin introduced Mr. John Saltonstall from the City of Flagstaff.

## **CALL TO THE PUBLIC**

There was no response to the call to the public.

## **CCC EXCELLENCE – The City of Flagstaff, Economic Development Week Proclamation**

– Mr. John Saltonstall

Mr. John Saltonstall, Business Retention and Expansion Manager for the City of Flagstaff joined the Board and presented a proclamation to Coconino Community College as part of Economic Development Week 2018 which was May 7-11, 2018. Economic development week celebrated the City's partners in economic development. The College was acknowledged for serving residents and training the workforce across 18,000 square miles.

## **STUDENT SUCCESS – Petra Corps and the Grand Canyon** – Mr. Andy Allen and Dr.

Aaron Tabor

Mr. Andy Allen and Mr. Aaron Tabor gave a presentation to the Board on their work with PetraCorps and other outdoor education programs that will be offered in the Grand Canyon area this year. For additional details on this presentation, please see the May 21, 2018 documents file.

This program has been a great partnership between the College and the National Park Service and was a cooperative project with assistance from all areas of the College. The Board and President Smith thanked Mr. Allen and Dr. Tabor for developing the program.

## **ACTION ITEMS**

### **Dual Enrollment Agreements** – Dr. Gonzalo Perez

Dr. Perez began his presentation by talking about the great work being done in the Dual Enrollment area, the great increases in enrollment in dual enrollment classes, and the collaborative work with faculty members at the high schools. The intergovernmental agreements presented tonight renew the College's Dual Enrollment programs with the following public schools in Coconino County:

- CAVIAT
- Fredonia-Moccasin Unified School District No. 6
- Flagstaff Unified School District No. 1
- Grand Canyon Unified School District No. 4
- Greyhills Academy High School
- Ganado Unified School District No. 20
- Page Unified School District No. 8
- Tuba City Unified School District No. 15
- Williams Unified School District No. 2

Dr. Perez also presented new dual enrollment agreements for two charter schools in Flagstaff including Flagstaff Arts and Leadership Academy (FALA) and Northland Preparatory Academy. Dr. Perez and Ms. Alexandra Purchase have been working on a pilot program to extend dual enrollment agreements to charter schools in our communities to allow high school students to attend the College and earn college credits.

Mr. Lloyd Hammonds emphasized the need to assess the outcomes of these programs to show evidence that students who complete classes in dual enrollment have the same outcomes as students in other programs. Dual enrollment faculty are participating in the same assessment process as other faculty at the College and the agreements for dual enrollment include language requiring participation in assessment efforts.

#### Intergovernmental Agreements for Public Schools and CAVIAT

Dr. Nat White made a motion to approve the dual enrollment and CAVIAT intergovernmental agreements and authorized the College President to sign for the participating school districts for fiscal year 2019. Mr. Lloyd Hammonds seconded the motion and it was unanimously approved (Ms. Garcia, Mr. Hurley, Mr. Hammonds, Dr. Peoples, and Dr. White voting in favor.)

#### Dual Enrollment Agreements for Flagstaff Arts and Leadership Academy and Northland Preparatory Academy

Mr. Patrick Hurley made a motion to adopt the Dual Enrollment Agreements for participating charter schools for fiscal year 2019. Dr. Nat White seconded the motion and it was unanimously approved (Ms. Garcia, Mr. Hurley, Mr. Hammonds, Dr. Peoples, and Dr. White voting in favor.)

#### Intergovernmental Agreement for Renewal of CAVIAT Fourth Street Lease – Ms. Jami Van Ess

In July 2015, an intergovernmental agreement was finalized between Coconino Community College and the Coconino Association for Vocations, Industry, and Technology (CAVIAT) to lease space from the College at the Fourth Street Innovation Center. The term of the original agreement was from July 1, 2015 to June 30, 2016 with the option for four additional one-year renewal periods. Addendum No. 3 proposes a one-year renewal of the lease agreement.

Dr. Marie Peoples made a motion to approve the agreement renewal and authorize the President to sign Addendum No. 3. Mr. Patrick Hurley seconded the motion and it was unanimously approved (Ms. Garcia, Mr. Hurley, Mr. Hammonds, Dr. Peoples, and Dr. White voting in favor.)

#### Contract Award for Constituent Relationship Management Solution – Ms. Jami Van Ess

Ms. Jami Van Ess requested that this item be tabled for a future meeting. There may be an opportunity to partner with NAU on this item and College administration would like additional time to research the partnership opportunity.

#### Fiscal Year 2019 General Liability/Property Insurance – Ms. Jami Van Ess

Ms. Jami Van Ess presented a renewal of the College's general liability and property insurance with the Arizona Risk Retention Trust. This year's renewal premium represents an increase of

about \$5,000, mostly due to the additional cyber liability insurance recommended by the Board at the April 2018 Board meeting. The total fiscal year 2019 premium for the general liability insurance package, administrative practices, and Pre-Paid Legal is \$181,186 or an increase of \$5,113 above the current year's total of \$176,073.

Mr. Lloyd Hammonds made a motion that the District Governing Board approve the coverage as presented with the Arizona School Risk Retention Trust in the amount of \$181,186 for fiscal year 2019 and authorize the President to sign the insurance agreement. Mr. Patrick Hurley seconded the motion and it was unanimously approved (Ms. Garcia, Mr. Hurley, Mr. Hammonds, Dr. Peoples, and Dr. White voting in favor.)

## **INFORMATION REPORTS**

### **District Governing Board**

The Alliance met on May 18, 2018 and discussed the upcoming census, the Alliance and NAU's growth, the results of an FUSD election survey, upcoming ballot initiatives, the County flood district, and a joint meeting with the Flagstaff City Council and the Coconino County Board of Supervisors.

The Foundation Board met on May 5, 2018. Paul Bearchell, a CCC student and scholarship recipient, talked to the Board about how receiving a scholarship from the Foundation made it possible for him to attend college. The Foundation achieved record amounts in the dollar amount of scholarships awarded for the next academic year and in the funds raised from Palette to Palate.

The Arizona Association of Community College Trustees has formally changed their name to the Arizona Association of Community College Trustees (AACCT). AACCT has also entered into a formal arrangement with the Arizona Community College Coordinating Council to work more closely with the statewide community college presidents and for assistance with administration of AACCT. AACCT will be focusing on professional development for trustees, advocacy with the legislature, and what trustees can do to communicate the importance and value of community colleges with all citizens in the state. AACCT will meet next in August.

### **Academic Affairs and Student Engagement** – Dr. Nate Southerland

Dr. Nate Southerland gave an informal report on his third week in the job and updated the Board on some of the ways he is getting to know the college and partner with our communities including the Grand Canyon, CAVIAT, and the Fredonia School District. Dr. Southerland feels really privileged to be a part of the College.

### **President's Report** - Dr. Colleen Smith

Dr. Colleen Smith highlighted several items from the President's Report. Please see the May 21, 2018 documents file for details.

Dr. Smith also spoke to the Board about recent meetings with the NARHBA Institute to discuss partnership opportunities. Dr. Smith joined the Legislative Affairs Committee for the Arizona Community College Coordinating Council which will define a legislative agenda that all of the Arizona community colleges can support.

The Board and President Smith spoke about the two wonderful and inspiring commencement ceremonies and thanked everyone who worked to host the two ceremonies to better serve students and their families.

Mr. Patrick Hurley was pleased to see the work being done in the Marketing Department to increase advertising and include locations like the Flagstaff Pulliam Airport and Harkins Movie Theaters.

**ANNOUNCEMENTS AND FUTURE AGENDA ITEMS**

The next District Governing Board meeting will be Monday, June 18, 2018. Please remember that the date of this meeting was changed and the Board will be meeting on the Fourth Street Campus

The next Foundation Board meeting will be July 10, 2018.

ADJOURNMENT: Dr. Nat White made a motion to adjourn the meeting at 7:24 pm. The motion was seconded by Mr. Patrick Hurley and unanimously approved (Ms. Garcia, Mr. Hurley, Mr. Hammonds, Dr. Peoples, and Dr. White voting in favor.)

**MINUTES PREPARED BY:**

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Ms. April Sandoval  
Board Recorder

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Mr. Lloyd Hammonds  
Vice Chair/Secretary of the Board

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Ms. Patricia Garcia  
Board Chair