

**COCONINO COMMUNITY COLLEGE  
DISTRICT GOVERNING BOARD**

**WORK SESSION**

**August 17, 2022**



**COCONINO COMMUNITY COLLEGE  
MINUTES OF A WORK SESSION  
OF THE  
DISTRICT GOVERNING BOARD  
AUGUST 17, 2022**

A Work Session of the Coconino Community College District Governing Board was held via interactive videoconferencing (Zoom). Board Chair, Dr. Nat White, called the meeting to order at 4:05 pm.

PRESENT: Eric Eikenberry  
Patricia Garcia  
Patrick Hurley  
Joseph R. Smith (via Zoom)  
Nat White

ABSENT: None

Also Present: Dr. Christal Albrecht, Dr. Adriana Flores-Church, Ms. Alexis Knapp, Mr. Bob Voytek, Mr. Bobby Sedillo, Mr. Brian Wilson, Ms. Colleen Carscallen, Dr. David Borofsky, Ms. Dianna Sanchez, Dr. Jami Van Ess, Mr. Joel Fitzler, Mr. Joshua Hudlow, Ms. Kay Leum, Mr. Keith Becker, Ms. Kirsten Mead, Mr. Kurt Stull, Mr. Larry Hendricks, Dr. Nate Southerland, Ms. Sonni Marbury, and Mr. Tony Williams.

Reports, summaries, background material, and other documents referred to in these minutes can be found in the August 17, 2022 documents file.

**1. FOLLOW-UP ITEMS**

As there were no follow-up items, Dr. White turned introduced Dr. Christal Albrecht to the Board. Dr. Albrecht addressed the Board and expressed her delight at being at the College as the Interim President, and talked about her path to becoming an educator and community college President. The Board then introduced themselves to Dr. Albrecht.

**2. DISCUSSION/INFORMATION ITEMS**

**A. HLC Update and Progress Report – Dr. Nate Southerland**

Dr. Southerland presented the Higher Learning Commission (HLC) Update and Progress Report, which can be found in the August 17, 2022 documents file. Dr. Southerland discussed:

- What went well with the HLC visit
- The reviewer comments regarding faculty qualifications noted in the HLC report
- The HLC Review Team recommendation
- How the recommendations being addressed for the report due to HLC on October 1, 2022
- New credentialing files are being created for all faculty members and will be completed by September 19, 2022

Board discussion included:

- The mechanism for all 51 rubrics and how to apply the recommendations to be minimally qualified in a field, as determined by HLC
- The implemented time frame for Provisional approvals is one year
- The assessment of lived experience rubric and how it documents related education, a minimum degree, and 18 graduate points, 9 of which must come from their education

or graduate studies, work experience, volunteer work, and professional engagement, such as professional publication in professional journals or professional field institutes. The HLC liaison has been contacted to ensure the life experience rubric is acceptable.

- If the reviewers are not in agreement with the Provost's assessment, how will that be addressed
- Making the process of faculty credentialing robust enough that it solves the HLC reviewers' concerns about faculty credentialing
- The personnel files with missing certificates have been supplied to HR and placed in their personnel files
- Dr. Christal Albrecht will be reviewing all of the personnel files to make sure the minimum qualifications have been met and are documented appropriately
- The Board would like Mr. Lloyd Hammonds to review the report before submission to HLC
- The provisional certifications will be monitored by the credentialing committee
- How Dr. Southerland plans to address the assessment of students learning outcomes, which is due to HLC in April 2024
- That the Provost should sign off on all credentialing before it goes into the file
- The Board would like there to be a single credentialing file that is not part of the personnel file; HLC would like to see all of the credentialing documents in one place. Dr. Southerland explained that parts of personnel files can be sealed. Peer reviewers are given full access to all documentation unless it's been sealed for legal reasons.
- Why a degree is required for all faculty members, even Career and Technical Education

Mr. Patrick Hurley asked about the August 15, 2022, Code Talker Event. Mr. Tony Williams explained that the event was well attended and successful. The participants were pleased with the outcome.

ADJOURNMENT: The Work Session Adjourned at 5:04 pm.

**MINUTES PREPARED BY:**

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Ms. Kirsten Mead  
Board Recorder

**ATTEST and APPROVED:**

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Mr. Joseph R. Smith  
Vice Chair/Secretary of the Board

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Dr. Nat White  
Board Chair