

**COCONINO COMMUNITY COLLEGE
DISTRICT GOVERNING BOARD**

WORK SESSION

JANUARY 23, 2023



**COCONINO COMMUNITY COLLEGE
MINUTES OF A WORK SESSION
OF THE
DISTRICT GOVERNING BOARD
JANUARY 23, 2023**

A Work Session of the Coconino Community College District Governing Board was held via interactive videoconferencing (Zoom) and in person at Coconino Community College, 2800 S. Lone Tree Rd, Flagstaff, AZ 86005, in the Board Room. Board Chair, Dr. Nat White, called the meeting to order at 4:11 pm.

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

ABSENT: None

Also Present: Dr. Eric Heiser, Dr. Adriana Flores-Church, Ms. Dianna Sanchez, Dr. Jami Van Ess, Ms. Jennifer Jameson, Ms. Julie Baumgartner, Dr. Kelly Trainor, Ms. Kirsten Mead, Mr. Larry Hendricks, Mr. March Maciha, Ms. Sonni Marbury, and Ms Tama Kott. Ms. Kay Leum attended via Zoom.

Reports, summaries, background material, and other documents referred to in these minutes can be found in the January 23, 2023 documents file.

Follow Up

- The Board would like to know how to make scholarships, such as the Purple Heart Scholarship and Pell Grants, more accessible to students

1. Information Item - Purpose and Structure of the Budget Retreat - Dr. Eric Heiser

Dr. Eric Heiser asked the Board for feedback on the upcoming presentation. Dr. Jami Van Ess presented the budget retreat materials.

2. Information Item – Budget Planning

- i. **Budget Status Report through December 2022**
- ii. **Budget Guiding Principles**
- iii. **Background and Trends**
- iv. **Budget Assumptions and FY23 Outlook**
- v. **Tuition and Fees**
- vi. **Compensation**
- vii. **Budget Requests**
- viii. **Board Direction**

Dr. Van Ess reviewed the budget status report and walked the Board through each line item. The report details expenses through December 31, 2022, 50% of the fiscal year (FY). Of note, the College is trending similarly to the FY22 budget. See the January 23, 2023 documents file for more information.

Questions and comments on the presentation included:

- The Board asked Dr. Van Ess to clarify where the January 2023 mid-year compensation expense will be reflected in the budget

Dr. Van Ess reviewed the budget retreat presentation included in the meeting packet. Topics include budget guiding principles and planning documents, background and trends, budget assumptions and FY24 forecast, tuition and fees, compensation, DGB direction, and next steps. Please see the January 23, 2023 documents file for additional details on this report.

Questions and comments on the presentation included:

- Why the State appropriations funding is higher in FY24, that the amounts came from an assumption based on the Governor's preliminary budget
- Before reaching Dr. Van Ess for budget consideration, discussions on compensation were conducted with faculty, staff, and the Compensation Committee.
- The Board would like to know how to make scholarships, such as the Purple Heart Scholarship and Pell Grants, more accessible to students
- The students on whom the Promise Program focus should be placed, as a well-executed Promise Program would reduce the number of loans our students take to nearly zero, affecting our default rate.
- The compensation goals are the same topics brought up each year
- The Board agreed that it is important to maintain a competitive compensation position with peer groups and other employment options
- The 40-42% staff turnover and positions taking much longer to fill.
- 23 of 52 positions the College filled were filled internally, giving more opportunities for employees to promote internally
- How the College salary savings from unfilled positions is being used
- Recommendations from the Compensation Committee and Dr. Van Ess hears what they say and presents to the Board, along with different options

Board Direction

- The Board reached a consensus not to increase tuition but will consider increasing differential tuition at a later date
- The Board would like to review the compensation options presented
- The Board reached a consensus on employee tuition reimbursement at \$333 per credit
- The Board would like the College to consider a CPI course correction algorithm to help the Board make compensation decisions
- The Board reached a consensus that the IT department needs its funding needs to be addressed, potentially with contracted services, and that cybersecurity be added to the budget

Chair White suggested that Board members go to the President with any budget questions, and Dr. Heiser will present to Dr. Van Ess.

The Board thanked Dr. Van Ess and her team for their work in putting together tonight's budget presentation.

ADJOURNMENT: The Work Session Adjourned at 7:32 pm.

MINUTES PREPARED BY:

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

Ms. Kirsten Mead
Board Recorder

Dr. Nat White
Board Chair