

**COCONINO COMMUNITY COLLEGE  
DISTRICT GOVERNING BOARD**

**REGULAR MEETING**

**JANUARY 19, 2022**



**COCONINO COMMUNITY COLLEGE  
MINUTES OF A REGULAR MEETING  
OF THE  
DISTRICT GOVERNING BOARD  
JANUARY 19, 2022**

A Regular Meeting of the Coconino Community College District Governing Board was via interactive video conferencing (Zoom). Board Chair, Dr. Nat White, called the meeting to order at 5:12 pm.

PRESENT:       Eric Eikenberry  
                  Patricia Garcia  
                  Patrick Hurley  
                  Joseph R. Smith  
                  Nat White

ABSENT:       None

Also Present: Dr. Colleen Smith, CCC President, Ms. Alexis Knapp, Ms. April Sandoval, Mr. Bob Voytek, Mr. Robert Sedillo, Mr. Brian Francis, Mr. Brian Wilson, Mr. Cheyenne Grabiec, Ms. Colleen Carscallen, Dr. David Borofsky, Ms. Dianna Sanchez, Mr. Dietrich Sauer, Ms. Donna Miller, Ms. Gail Lowe, Mr. Gehl Tucker, Ms. Giovanna Macry, Dr. Jami Van Ess, Ms. Kay Leum, Ms. Kimberly Batty-Herbert, Ms. Kirsten Mead, Mr. Kurt Stull, Mr. Larry Hendricks, Ms. Lina Wallen, Dr. Nate Southerland, Mr. Nathan Schott, Ms. Randi Axler, Mr. Rich Bowen, Ms. Sandra Dihlmann, Ms. Sarah Benton, Ms. Sonni Marbury, Ms. Taryn Stangle, Mr. Tim Kinney, Jr., Mr. Tim Kinney, Sr., and Mr. Tony Williams.

Reports, summaries, background material, and other documents referred to in these minutes can be found in the January 19, 2022 documents file.

**Follow Up**

- The Board would like to hold a dedicated work session to thoroughly understand the implications of the Ground Lease to the College before a vote.

**ADOPTION OF AGENDA**

Mr. Patrick Hurley moved to approve the agenda, and Ms. Patricia Garcia seconded the motion. The agenda was unanimously approved as presented (Mr. Eikenberry, Ms. Garcia, Mr. Hurley, Mr. Smith, and Dr. White voting in favor).

**ADOPTION OF CONSENT AGENDA**

- A. Minutes of a Work Session – December 8, 2021
- B. Minutes of a Regular Meeting – December 8, 2021
- C. Separations/New Hires

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

### **INTRODUCTION OF GUESTS**

Mr. Larry Hendricks introduced guests from the Arizona Auditor General's Office (Ms. Donna Miller, Financial Audit Director and Ms. Taryn Stangle, Audit Manager), College legal counsel (Mr. Nathan Schott and Mr. Gehl Tucker) and guests from Genterra (Mr. Tim Kinney – President Kinney Construction, Mr. Tim Kinney, Jr. – Genterra Legal Counsel, Mr. Rich Bowen, Vice President Kinney Construction).

### **CALL TO THE PUBLIC**

Ms. Gail Lowe responded to the Call to the Public. She provided an update about the Political Action Committee (PAC), the CCC Foundation, and CCC Champion's hiring of S360 as the campaign consultant for the Primary Property Tax ballot measure. Additionally, Ms. Lowe reported that the CCC Foundation received a clean audit in the fall. They are finalizing the details with the donors of a substantial endowment to the College.

### **ELECTION OF BOARD CHAIR, VICE CHAIR/SECRETARY, AND COMMITTEE REPRESENTATIVES**

Mr. Patrick Hurley opened the discussion by nominating Dr. Nat White to continue as Chair. Mr. Eric Eikenberry seconded the motion. Dr. White opened the floor for other nominations. There were no additional nominations, so the nominations were closed. Dr. White accepted the nomination.

The Board voted on the motion to elect Dr. Nat White as Chair. The motion was unanimously approved (Mr. Eikenberry, Ms. Garcia, Mr. Hurley, Mr. Smith, and Dr. White voting in favor).

Ms. Patricia Garcia nominated Mr. Joseph Smith to continue as Vice-Chair/Secretary. Ms. Garcia opened the floor for other nominations. There were no additional nominations, so the nominations were closed. Mr. Patrick Hurley made a motion to approve and Mr. Eric Eikenberry seconded the motion. Mr. Smith accepted.

The Board voted on the motion to elect Mr. Joseph Smith as Vice-Chair/Secretary. The motion was unanimously approved (Mr. Eikenberry, Ms. Garcia, Mr. Hurley, Mr. Smith, and Dr. White voting in favor).

Mr. Joseph Smith is willing to continue as the Arizona Association of Community College Trustee (AACCT) representative.

Mr. Patrick Hurley is willing to continue as the Alliance representative.

Mr. Eric Eikenberry would like to continue on the Foundation Board.

Ms. Patricia Garcia made a motion to approve Mr. Smith as the AACCT Representative. The motion was seconded by Mr. Patrick Hurley and unanimously approved. (Mr. Eikenberry, Ms. Garcia, Mr. Hurley, Mr. Smith, and Dr. White voting in favor)

Ms. Patricia Garcia made a motion to approve Mr. Hurley as the Alliance representative. The motion was seconded by Mr. Joseph Smith and unanimously approved. (Mr. Eikenberry, Ms. Garcia, Mr. Hurley, Mr. Smith, and Dr. White voting in favor)

Ms. Patricia Garcia made a motion to approve Mr. Eikenberry as the Foundation Board representative. The motion was seconded by Mr. Joseph Smith and unanimously approved. (Mr. Eikenberry, Ms. Garcia, Mr. Hurley, Mr. Smith, and Dr. White voting in favor)

## **ACTION ITEMS**

### **A. Acceptance of the Fiscal Year 2021 Annual Comprehensive Financial, Single Audit, and Expenditure Limitation Reports – Dr. Jami Van Ess and Ms. Sonni Marbury**

The Fiscal Year 2021 audit is complete, and the Arizona Auditor General has issued the audit reports. This action item is for the District Governing Board to accept the reports as issued with opinions from the Arizona Office of the Auditor General. Representatives from the Auditor General's Office attended the meeting to discuss the audits and answer any questions. Dr. Van Ess introduced Ms. Donna Miller and Ms. Taryn Stangle from the Arizona Auditor General's Office.

Ms. Miller talked about the excellent working relationship between the College and the Auditor General's Office. Ms. Miller and Ms. Stangle reviewed findings from the audit reports for the Board.

Ms. Stangle said the Fiscal Year 2021 finding in the area of Information and Technology was improved upon, and the auditors were pleased. The auditors understand it is a time-consuming and continuous process, taking years to achieve full compliance.

Dr. Smith praised the work of IT and Mr. Brian Wilson. Dr. Van Ess commended the work of Ms. Isabella Zagare, Ms. Sonni Marbury, and everyone across the College who assisted with the audit.

Ms. Patricia Garcia made a motion for the District Governing Board to accept the Comprehensive Annual Financial Report, Single Audit, and Expenditure Limitation reports for Fiscal Year 2020. Mr. Patrick Hurley seconded the motion, and it was unanimously approved (Mr. Eikenberry, Ms. Garcia, Mr. Hurley, Mr. Smith, and Dr. White voting in favor).

### **B. Genterra Ground Lease – Dr. Colleen Smith**

Dr. Colleen Smith indicated that the Genterra Ground Lease is quite complicated, and while the final documents were anticipated for this meeting, they are not ready. The Board should receive them before the February 16, 2022, District Governing Board meeting. Mr. Nathan Schott, the College's legal counsel, and Mr. Tim Kinney, Jr., legal counsel for Genterra, spoke to the Board regarding the Page, Arizona student housing project (see the January 19, 2022, documents file for details on the presentation). A conceptual plan of student housing was shown, including student and worker housing, parking, and road improvements. The College and Genterra are working together for a strong agreement that meets the financial needs of the College and Genterra. The projected Ground Lease will be for two 40-year terms, totaling 80 years.

The Ground Lease covers any current and future phases of development. The Board questioned the value of the rent payments to the College and asked for clarification. If the Board has questions in advance of the Action Item, the Board can send questions through Dr. Smith to legal counsel.

Mr. Tim Kinney, Sr., explained that Genterra is working on private financing and grants contingent on the Ground Lease being approved. Therefore, the Board would like to hold a dedicated work session to thoroughly understand the implications of the Ground Lease to the College before a vote.

The action item was tabled for a future Board meeting.

**C. Intergovernmental Agreement – Coconino County Election Services – Dr. Colleen Smith**

Dr. Colleen Smith explained the Intergovernmental Agreement (IGA) with Coconino County Election Services. Dr. Smith recommends that the Board approve the Coconino County Elections Services Intergovernmental Agreement and authorize her, as the College President, to sign the agreement.

Mr. Patrick Hurley motioned to approve the IGA. Mr. Joseph Smith seconded the motion. The motion was unanimously approved (Mr. Eikenberry, Ms. Garcia, Mr. Hurley, Mr. Smith, and Dr. White voting in favor).

**D. Bookstore Operating Agreement – Dr. Jami Van Ess and Mr. Bobby Sedillo**

Dr. Jami Van Ess explained that this is the first and final extension agreement with Follet for the Bookstore and will allow them to operate for the next five years. Dr. Van Ess recommends that the District Governing Board adopt a motion to renew the operating agreement with Follett Higher Education Group and authorize the president to sign a five-year extension.

Ms. Patricia Garcia motioned to approve the extension to the agreement. Mr. Erik Eikenberry seconded the motion. The motion was unanimously approved (Mr. Eikenberry, Ms. Garcia, Mr. Hurley, Mr. Smith, and Dr. White voting in favor).

**INFORMATION AND REPORTS**

**A. Academic Affairs – Faculty Credentialing – Dr. Nate Sutherland**

Dr. Nate Sutherland reported that the College's accreditation had been approved, with a finding that faculty credentialing standards need to be improved and an interim monitoring report be submitted to the Higher Learning Commission (HLC). Academic Affairs has improved the documentation and the qualifications rubric to ensure that the College's documentation process is accurate and complete. Furthermore, the qualifications will be included in our course catalogs, showing that our faculty are qualified to teach. The Board discussed these issues and expressed concern that they had not been corrected prior to the most recent HLC review. The Board also expressed concern that Academic Affairs changed the credentialing process and documentation so close to an HLC review and did not consistently follow those processes. Dr. Sutherland will communicate with HLC to ensure the proposed changes will current any deficiencies.

**B. Student Services – Strengthening Indigenous Student Success – Mr. Tony Williams and Mr. Brian Francis**

Mr. Tony Williams introduced Mr. Brian Francis, who presented an overview of the Native American Serving Non-Tribal Institutions (NASNTI) grant program (see January 19, 2022 documents for details on the presentation). Mr. Francis highlighted how those grant funds would be used to support Native American students, including Native American Success Centers in Flagstaff and Page, culturally responsive teaching strategies, a Native American summer bridge program, and Native American support systems. Externally, Mr. Francis is seeking tribal, community leaders, and student advisors on an Advisory Board. The primary goals of the grant are to see a 10% increase in course success rates among Native American students and increases in student satisfaction and a sense of belonging. The Board is excited for the opportunities being afforded Native American students with this grant. Dr. Colleen Smith thanked the team that worked on the NASNTI grant for their hard work and success in being awarded the grant.

**C. President's Report – Legislative Update/Agenda – Dr. Colleen Smith**

Dr. Smith discussed the Statewide Legislative Agenda put forward by the Arizona Community College Coordinating Council. Dr. Smith will be meeting with legislators and the Governor next week to move that

agenda forward. Coconino Community College Day at the Capitol will be February 22, 2022, followed by Arizona Community College Day later this Spring. Representative Blackman sponsored a bill for the College that would provide additional funding for the fire science program, and Dr. Smith will be attending hearings on that bill next week.

Dr. Smith updated the board on changes happening related to the recent decision made by the Supreme Court related to President Biden's vaccination and testing requirements for COVID-19 and the College's response to that ruling. She also talked about some of the efforts on campus to discuss flexible schedules and working environments. As a final update, Dr. Smith highlighted the newly added certificate program for non-destructive testing in partnership with the Warriors to Inspectors program.

**AGENDA ITEMS FOR FUTURE MEETINGS**

No additional agenda items were suggested.

**ANNOUNCEMENTS**

The next District Governing Board Budget Retreat will be January 24, 2022 at 4:00 pm.

The next District Governing Board meeting will be February 16, 2022 at 4:00 pm.

The next Foundation Board meeting will be January 25, 2022.

**MEETING EVALUATION**

Mr. Patrick Hurley commented that this was a really good meeting. The sharing of other points of view allows the Board flexibility to make informed decisions.

**ADJOURNMENT:** There being no further business, Chair White adjourned the meeting at 7:59 pm.

**MINUTES PREPARED BY:**

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Ms. April Sandoval  
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