

**COCONINO COMMUNITY COLLEGE
DISTRICT GOVERNING BOARD**

REGULAR MEETING

FEBRUARY 15, 2023



**COCONINO COMMUNITY COLLEGE
MINUTES OF A REGULAR MEETING
OF THE
DISTRICT GOVERNING BOARD
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A Regular Meeting of the Coconino Community College District Governing Board was held via interactive video conferencing (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 6:21 pm.

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

ABSENT: Patrick Hurley

Also Present: Dr. Eric Heiser, Dr. Adriana Flores-Church, Mr. Bob Voytek, Mr. Brett Kitch, Mr. Cheyenne Grabiec, Mr. Dave Manning, Dr. David Borofsky, Mr. David Prieb, Ms. Dianna Sanchez, Mr. Doug Friedman, Dr. Jami Van Ess, Ms. Juanita Tarango, Ms. Julie Baumgartner, Ms. Katherine Costa, Mr. Keith Becker, Dr. Kelly Trainor, Ms. Kirsten Mead, Mr. Marc Maciha, Ms. Randi Axler, Ms. Robin Jarecki, Mr. Ryan Bouwhuis, Ms. Sonni Marbury, Ms. Tama Knott, and Mr. Tony Williams. Mr. Brian Wilson and Ms. Kay Leum attended via Zoom.

Reports, summaries, background material, and other documents referred to in these minutes can be found in the February 15, 2023 documents file.

ADOPTION OF AGENDA

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

ADOPTION OF CONSENT AGENDA

- A. Minutes of a Work Session – January 18, 2023
- B. Minutes of a Regular Meeting – January 18, 2023
- C. Minutes of a Budget Work Session – January 23, 2023
- D. Separations/New Hires

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

INTRODUCTION OF GUESTS

Mr. Cheyenne Grabiec introduced Dr. David Borofsky, the Arizona Association of Community College Trustees (AACT) Director.

Chair Nat White acknowledged that Mr. Grabiec is be leaving the College before the month's end and will be greatly missed. Chair White acknowledged Mr. Grabiec's many contributions to the College. Chair White added that esteemed colleague Robert Sedillo has retired and will be greatly missed in the College.

CALL TO THE PUBLIC

Mr. Dave Manning recognized Alumni Pete Reed, who was killed in Ukraine on February 2, 2023, while providing aid to citizens. Mr. Reed graduated from the College in June 2022 from the Emergency Medical Services (EMS program). Mr. Reed completed two tours as a Marine and discovered a passion for providing outreach to people in conflict zones. Mr. Reed co-founded a civilian medical response team, the only civilian aide in medical care for Ukraine.

CCC EXCELLENCE – Dr. Eric Heiser

Dr. Eric Heiser expressed his sincere gratitude for Mr. Pete Reed's service and offered condolences for his loss. Dr. Heiser encouraged the Board to watch the PBS special on Mr. Reed, as it gives a sense of who he was as a person. The link to the video can be found in the packet.

A moment of silence was observed in Mr. Reed's honor at the request of Mr. Joseph Smith.

ACTION ITEMS

A. Tuition and Fees FY 2024 – Dr. Jami Van Ess

The Board discussed tuition and fee recommendations for Fiscal Year 2024 during the Budget Retreat and Work Session. The information provided to the Board included strategic planning initiatives, board priorities, budget assumptions, economic indicators, and State, Regional, and National market data. Based on those discussions, the recommendations for increases in tuition and fees for Fiscal Year 2024 are as follows:

Tuition increase – No tuition increase; the standard rate remains \$113 for FY23

Non-Class Fees – Replacement Diploma – an increase of \$10 to \$25 for the cost of higher quality paper and the addition of certified electronic copy

Directory Lists:

- Military – an increase of \$5 to \$80 per 1,000
- Employers – an increase of \$5 to \$80 per 1,000 names +\$50
- Commercial – an increase of \$1,500 to \$2,000 per 1,000 names, +\$3,000 for unique reports

Differential tuition rates and increases for FY24:

- Add Level 7.5 - \$60 per credit hour, a \$20 increase for Nursing Assistant I (NUR-110) and Nursing Assistant Clinical (NUR-111)

Dr. Van Ess recommended that the District Governing Board approve the Tuition and Fees for Fiscal Year 2024 to be effective for the Fall semester.

Mr. Joseph Smith motioned to adopt the recommendations for tuition, non-class fees, directory lists, and differential tuition as presented by Dr. Jami Van Ess. Mr. Eric Eikenberry seconded the

motion. The motion was unanimously approved (Mr. Eikenberry, Ms. Garcia, Mr. Smith, and Dr. White voting in favor).

B. Salaries and Benefits FY 2024 – Dr. Jami Van Ess

The Board discussed salary and benefit recommendations for Fiscal Year 2024 during the Budget Retreat and Work Session. The information provided to the Board included strategic planning initiatives, board priorities, budget assumptions, economic indicators, and State, Regional, and National market data. Based on those discussions, the recommendations for increases in Salaries and Benefits for Fiscal Year 2024 are as follows:

Salaries:

- Full-time Faculty – 2% step (adding a step) and 4.25% added to the schedule
- Part-time Faculty – \$82 per load hour increase from \$974 to \$1,056 per load hour
- Part-time Faculty Additional Duty Pay – increase \$5.50 per hour increase to \$33 per hour
- Full-time Classified, Professional, and Administrative – \$1.87 per hour or \$3,890 per FTE increase (no redlining)

Benefits:

- ASRS increase employee and employer contribution rates from 12.17% to 12.29%
- NAPEBT contribution rates increasing 6% to Buy-up, 5.5% to Base, and 5.0% HDHP - the College will increase contributions to the employee and dependent medical contributions by 5%. Employees choosing either PPO Base or Buy-up plan will have larger increases.
- Tuition Reimbursement for Courses Outside of College - Full-time employees with an approved plan can be reimbursed up to a maximum of 9 hours or with a grade of C or better - Increase from \$111 to \$333 per credit hour, max of \$3,000 per year
- Life Insurance – 2 times annual salary increasing the maximum benefit from \$100,000 to \$250,000

Dr. Van Ess recommends that the District Governing direct staff to incorporate the selected salaries and benefit options into the Fiscal Year 2024 Budget. Changes to salaries and benefits would become effective July 1, 2023, for staff and the start of the Fall term for faculty.

Dr. Nat White presented Mr. Patrick Hurley's Salary and Benefits Action Item comments. Mr. Hurley wants the Board to know that increased funding is not a given and that the budget should be as lean as possible.

The Board discussed the following:

- Compensating employees at a level that is fair and considers the cost of living in Flagstaff
- Retaining the integrity of the budget
- Making sure the voter-approved programs are being considered before considering staff increases
- Mr. Eric Eikenberry praised Dr. Jami Van Ess for the thorough projections and assumptions. He encouraged the Board to move forward with this action item so the College is competitive with other colleges and to help with employee retention.
- Ms. Garcia voiced her appreciation for College staff and faculty
- The Board reached a consensus on allowing employee life insurance policy limits to be raised to \$250k (was \$100k) or double an employee's salary

Mr. Eikenberry motioned to approve the presented Salary and Benefits FY 2024 Action Item. Mr. Smith seconded the motion. The motion was approved (Mr. Eikenberry, Mr. Smith, and Dr. White voting in favor; Ms. Garcia voting against).

INFORMATION AND REPORTS

Board Reports

AACCT – Mr. Joseph Smith indicated that the first meeting of 2023 was on February 2nd. New officials were elected. April 19th and 20th will be the All Trustee Meeting, and Mr. Smith will attend. The group also established AACCT and AC4 protocols surrounding employee relationships.

ACCT – Ms. Patricia Garcia attended the ACCT National Legislative Summit with Dr. Eric Heiser and Mr. David Borofsky in February. It was good to reconnect with legislators from Arizona. A report regarding the National Legislative Summit will be forthcoming for a state coordinator’s meeting. Ms. Garcia emphasized the importance of getting the College back on the agenda for the ACCT Congress, which will be held in Las Vegas in October 2023, and that Board members should consider possible presentations and participation.

Alliance –Dr. Jami Van Ess spoke in Mr. Patrick Hurley’s absence. The Alliance met on January 24th. The main topic was snow removal and how agencies are handling it, particularly how the city of Flagstaff gets the word out on responsible snow play. A workforce housing subcommittee is being formed and requires volunteers from each agency.

Foundation Board – Mr. Eric Eikenberry attended the Foundation, where Mr. Tim Kinney and Mr. Rich Bowen spoke about the Public Private Partnership (P3) and their fundraising needs. Mr. Eikenberry was impressed with the depth of knowledge about P3 from the Foundation accountants.

Others – Chair Nat White attended the Community College Trustee Legislative meeting in January, which was extremely informative. It was also fruitful to be able to speak with representatives of numerous community colleges throughout the state. After the meeting, Chair White participated in Community College Day at the Capitol. It was an opportunity to engage with students, other community colleges, and legislators.

President’s Report – Dr. Eric Heiser

Dr. Eric Heiser thanked the Board for the robust discussion regarding the budget. The legislature will likely approve a budget between the governor and legislative budgets.

Regarding the National Legislative Summit, the experience was invaluable, and Arizona was very well represented. Dr. Heiser expressed regret that the College did not bring students to this event and hopes to do so in the future. Dr. Heiser and Ms. Patricia Garcia met in person with Senator Kelly and Senator Sinema’s staff, which they were extremely grateful for.

The Page Housing Project is at a point where Genterra is trying to make the numbers work and thus temporarily stalled; potential funding opportunities and possibly a few interesting grants are being pursued.

AGENDA ITEMS FOR FUTURE MEETINGS

- Review potential presentations for the October 2023 ACCT Congress

ANNOUNCEMENTS

Next DGB Meeting: March 22, 2023 (accommodates Spring Break)

Following DGB Meeting: April 12, 2023 (accommodates AACCT All Trustee Meeting)

The next Foundation Board meeting will be on March 28, 2023

AACCT All Trustee Meeting April 19, 2023, and April 20, 2023

MEETING EVALUATION

Mr. Eric Eikenberry thanked Ms. Alexis Knapp and Ms. Kay Leum for coordinating the employer training in Williams. He received a phone call from Mayor John Moore expressing sincere gratitude for the training.

With there being no further business, Mr. Joseph Smith motioned to adjourn the meeting, with Mr. Eric Eikenberry seconding the motion. The motion was approved (Mr. Eikenberry, Ms. Garcia, Mr. Smith, and Dr. White voting in favor). The meeting was adjourned at 7:32 pm.

MINUTES PREPARED BY:

Ms. Kirsten Mead
Board Recorder

ATTEST and APPROVED:

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

Dr. Nat White
Board Chair