

**COCONINO COMMUNITY COLLEGE
DISTRICT GOVERNING BOARD**

REGULAR MEETING

OCTOBER 19, 2022



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

A Regular Meeting of the Coconino Community College District Governing Board was held in the Board Room on the Lone Tree Campus, 2800 S. Lone Tree Rd., Flagstaff, AZ 86005. Board Chair Dr. Nat White called the meeting to order at 5:36 pm.

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

ABSENT: None

Also Present: Dr. Christal Albrecht, Dr. Adriana Flores-Church, Mr. Bob Voytek, Mr. Bobby Sedillo, Mr. Brett Kitch, Mr. Cheyenne Grabiec, Ms. Christina Bauer, Ms. Colleen Carscallen, Ms. Dianna Sanchez, Mr. Doug Friedman, Ms. Gail Lowe, Dr. Jami Van Ess, Ms. Jennifer Jameson, Mr. Joshua Hudlow, Ms. Juanita Tarango, Mr. Keith Becker, Ms. Kay Leum, Ms. Kirsten Mead, Mr. Kurt Stull, Mr. Larry Hendricks, Dr. Michael Merica, Dr. Nate Southerland, Ms. Robin Jarecki, Ms. Sonni Marbury, Dr. Terry, Sawma, and Mr. Tony Williams.

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

ADOPTION OF AGENDA

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

ADOPTION OF CONSENT AGENDA

Approval of the Following Items:

- A. Minutes of a Work Session – September 21, 2022
- B. Minutes of a Regular Meeting – September 21, 2022
- C. Minutes of a Special Meeting – October 4, 2022
- D. Minutes of a Special Meeting – October 5, 2022
- E. Minutes of a Special Meeting – October 6, 2022
- F. Minutes of a Special Meeting – October 10, 2022
- G. New Hires/Separations

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

FOLLOW UP ITEMS

There were not any follow-up items.

INTRODUCTION OF GUESTS

Mr. Larry Hendricks introduced Ms. Gail Lowe, a supporter of the College.

CALL TO THE PUBLIC

Ms. Gail Lowe, a Coconino County resident, Treasurer of the Foundation Board, and local business owner, thanked the Board and the staff for all the hard work on the presidential search. Ms. Lowe also thanked the Foundation staff and volunteers for the success of the Flagstaff Marathon last week. 450 racers registered, and 321 racers participated. It was a magnificent event that brought approximately \$20,000 for the CCC cross-country team. There were more than 50 volunteers between staff, DGB Board, and community members.

Chair Nat White thanked all who ran and volunteered for the Flagstaff Marathon and the Foundation for its huge success.

ACTION ITEMS

A. Approval of Presidential Contract and Appointment of President of Coconino Community College

EXECUTIVE SESSION At 5:42 pm, a motion was made by Mr. Patrick Hurley to enter into Executive Session pursuant to A.R.S. § 38-431.03(A)(1) for discussion of Approval of Presidential Contract and Appointment of President of Coconino Community College. The motion was seconded by Mr. Eric Eikenberry and unanimously approved (Mr. Eikenberry, Ms. Garcia, Mr. Hurley, Mr. Smith, and Dr. White voting in favor).

RECONVENED IN OPEN SESSION at 6:19 pm.

Mr. Patrick Hurley motioned to reconvene in open session. The motion was seconded by Mr. Eric Eikenberry and unanimously approved (Mr. Eikenberry, Ms. Garcia, Mr. Hurley, Mr. Smith, and Dr. White voting in favor). The meeting resumed in open session at 6:19 pm.

Chair Nat White read the Action Item to those in attendance and announced the next President of Coconino Community College:

Board Chair Nat White, representing the District Governing Board, is pleased to recommend Dr. Eric Heiser to serve as the next President of Coconino Community College. This recommendation is presented for Board approval after the Board conducted a four-month national search culminating in interviews and site visits of three highly experienced and qualified candidates with the assistance of the ACCT search consulting firm. The Board is grateful for the strong participation from faculty, staff, and community members and for the valuable input received throughout the process.

Dr. Heiser has extensive experience in community colleges in Utah and Wyoming and is currently serving as the Provost of Central Ohio Technical College. The Board found his experience and enthusiasm met their high expectations to serve as the next President of CCC.

The contract term is for 3 years and six months, beginning on January 1, 2023, through June 30, 2026. The contract may be extended by the Board. The contract was reviewed by legal counsel.

Ms. Kirsten Mead took a Roll Call Vote:

- Chair Nat White – AYE
- Mr. Eric Eikenberry – AYE
- Ms. Patricia Garcia – ABSTAIN
- Mr. Joseph Smith – AYE
- Mr. Patrick Hurley – AYE

The AYES's have it 4/1, and the contract and Appointment of the President of Coconino Community College is approved.

Mr. Joseph Smith and Mr. Patrick Hurley left the meeting after the vote.

B. 2023 DGB Board Schedule

The draft 2023 District Governing Board Schedule was reviewed by the Board. Ms. Patricia Garcia will be unable to attend the February meeting due to a previous commitment.

Mr. Eric Eikenberry moved to approve the 2023 DGB Board Schedule as presented, and Ms. Patricia Garcia seconded the motion. The motion was unanimously approved (Mr. Eikenberry, Ms. Garcia, and Dr. White voting in favor).

C. The Peaks Consortium Agreement

This item has been removed and does not need an action

INFORMATION AND REPORTS

A. Board Reports

- AACCT** – As Mr. Joseph Smith is no longer at the meeting, there is no report.
- ACCT** – Ms. Patricia Garcia reminded the Board of the ACCT Conference being held at the end of October. Ms. Garcia will speak with the state representative for information from the conference to share with the Board.
- Alliance** – Dr. Jami Van Ess attended the Alliance meeting with Mr. Patrick Hurley and Dr. Christal Albrecht. The meeting was held a met in the Coconino County building and the agencies in attendance presented their ballot measures to the group.
- Foundation Board** – Mr. Eric Eikenberry thanked the Foundation for the success of the marathon.

B. Student Services – Mr. Tony Williams

i. Enrollment Data – FTSE

Mr. Tony Williams presented the FTSE report:

- Fall 2022, our FTSE number is 1229, which is 6% down from the previous year. This is explained by courses that NAU is now teaching instead of CCC. CCC sees tuition fees for those students, but not enrollment numbers.
- Automotive courses will impact end-of-year numbers next summer.

- CCC is working towards admitting students who are unable to attend NAU.
- Who gets the FTSE and money now that HDE198 is no longer offered at CCC? NAU.
- Chair Nat White asked about the trend of high school students coming to CCC. Mr. Williams will present that information at the November 2022 meeting.
- How does the College compare nationwide with enrollment? In Arizona, colleges are reporting increases. He will follow up with the Board in November now that classes have begun.

C. Academic Affairs – Dr. Nate Southerland

i. Automotive Program Update

Dr. Nate Southerland shared with the Board that Thaddeus Cates will be teaching full-time automotive classes, starting with the 8-week class this month. The 8-week course was able to enroll nine students, after canceling all of the classes at the start of the term. A full slate of classes will be offered in the spring. Flagstaff Nissan Subaru has offered resources to assist in this course, in addition to the standard Findlay Honda facility.

Three nursing faculty are in negotiations to expand the nursing program, as promised to the voters in May.

Ms. Patricia Garcia asked how many students we lost due to the delayed start of the automotive program. The College lost 46 students that were enrolled to begin in the Fall. Those students have delayed enrollment to the spring to keep their financial aid.

D. Business Administration – Dr. Jami Van Ess

i. Budget Status Report through September 2022

Dr. Jami Van Ess presented the first quarter Budget Status Report. Dr. Van Ess reminded the Board in that fiscal year 2022, the College received one-time funds, which makes fiscal year 2023 appear to be down from last year. See the October 19, 2022, document file for further information.

- At the time of the Budget adoption, some numbers were estimated
- Expenses are tracking where they are expected to be

Chair Nat White asked when the College will receive the first funds from the property tax reset. Dr. Van Ess explained that property tax bills are due this month, and funds will start coming in the second quarter. Mr. Eric Eikenberry commended Dr. Van Ess on the report.

E. 2022 Strategic Vision Report – Dr. Michael Merica

Dr. Michael Merica presented an overview of the 2022 Strategic Vision Outcomes Report that is specific to the College and is compared to nine other community colleges in the state. See the October 19, 2022, documents file for additional information.

Dr. Merica discussed:

- Institutional Research takes the data and drills down further than the report. It gives the College a better idea of where to focus funding where it's needed most.

- The data is used to develop the budget for the College and to facilitate conversations regarding our standing compared to other colleges in the state.
- Some demographic information is skewed because of the service area of the College.
- When compared to other colleges in the state, it is easy to see that we are all lacking in the same areas, and it can be attributed to COVID.
- Graduation completion numbers are related to the number of AGECS completed.

The Board discussed:

- Is this data used in the ILOs? Dr. Southerland said he and Dr. Merica can discuss to see how the data can impact the ILOs.
- Why are adults aged 25 plus below average?
- Who compiles the data for the report? Jane Jarbo, an employee of the College. A contractor is hired to collect this information from all of the community colleges and produce a report.
- The College demographics will be presented at the November 2022 DGB meeting.
- Cost of attendance as a percentage of median household income is something the Board is interested in.

President's Report – Dr. Christal Albrecht

Dr. Albrecht presented the highlights of the President's Report. See the documents included in the October 19, 2022, document file.

Mr. Eric Eikenberry attended a session in Williams, run by Alexis Knapp, and it was well done.

AGENDA ITEMS FOR FUTURE MEETINGS

- What are the dates for the AACCT Trustee meeting in February 2023?
- What is the trend of high school students attending CCC?
- How does the College compare nationwide with enrollment?
- How does the new NAU tuition policy affect our enrollment, and how can we mitigate that starting Fall 2023? The Board would like to be kept updated.
- What are the College demographics for faculty and staff?
- What is the cost of attendance as a percentage of median household income?

ANNOUNCEMENTS

The next District Governing Board will be on November 16, 2022.

The next Foundation Board meeting will be on November 29, 2022.

MEETING EVALUATION

Chair White adjourned the meeting at 7:19 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