

**COCONINO COMMUNITY COLLEGE  
DISTRICT GOVERNING BOARD**

**REGULAR MEETING**

**FEBRUARY 16, 2022**



**COCONINO COMMUNITY COLLEGE  
MINUTES OF A REGULAR MEETING  
OF THE  
DISTRICT GOVERNING BOARD  
FEBRUARY 16, 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 5:04 pm.

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

ABSENT: Patrick Hurley

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, Ms. Cheryl Blume, Mr. Cheyenne Grabiec, Ms. Colleen Carscallen, Ms. Dianna Sanchez, Mr. Dietrich Sauer, Ms. Giovanna Macry, Dr. Jami Van Ess, Ms. Kay Leum, Mr. Keith Becker, Ms. Kimberly Batty-Herbert, Ms. Kirsten Mead, Mr. Kurt Stull, Mr. Larry Hendricks, Dr. Nate Southerland, Ms. Randi Axler, Ms. Sarah Benton, and Ms. Sonni Marbury.

Reports, summaries, background material, and other documents referred to in these minutes can be found in the February 16, 2022 documents file.

**Follow Up**

- None

**ADOPTION OF AGENDA**

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

**ADOPTION OF CONSENT AGENDA**

**1. ADOPTION OF CONSENT AGENDA**

Approval of the Following Items

- A.** Minutes of a Work Session – January 19, 2022
- B.** Minutes of a Regular Meeting – January 19, 2022
- C.** Minutes of a Work Session – January 24, 2022
- D.** Separations/New Hires

Ms. Patricia Garcia 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. Larry Hendricks introduced Ms. Cheryl Blume, the CCC Foundation Board President.

## **CALL TO THE PUBLIC**

Ms. Cheryl Blume joined Mr. Eric Eikenberry at the Ignite event in Williams. The Williams employers were excited about the meaningful and flexible training opportunities for their employees. The CCC staff did an amazing job. Ms. Blume was delighted with Alexis Knapp and how she engaged with the community and the staff at the event. Mr. Erik Eikenberry said the College did a superb job with the event.

## **ACTION ITEMS**

### **A. Tuition and Fees FY 2023 – Dr. Jami Van Ess**

Tuition and fee recommendations for Fiscal Year 2023 were discussed by the Board 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 for tuition and fees for Fiscal Year 2023 are as follows:

**Tuition increase** – No tuition Increase, the standard rate remains \$113 for FY23

#### **Differential tuition increases/new courses:**

##### **Level 5 - \$25 specialty rate per credit hour**

- Colorado Plateau Studies CPS 260 - New fee for summer institute for travel expenses

##### **Level 6.5 - \$40 specialty rate per credit hour**

- Emergency Medical Services EMS 131/131A/131B - Increase from \$25 to \$40 for simulation expenses
- Allied Health AHS 120 - New fee for skills lab supplies
- Fire Science FSC 104, 110, 139, 145, 240 – New fee for supplies

Dr. Van Ess recommended that the District Governing Board approve the Tuition and Fees for Fiscal Year 2023 to be effective for the Fall semester.

Dr. Nat White presented some comments made to him by Mr. Patrick Hurley regarding the Tuition and Fees Action Item. Mr. Hurley is in support of this item.

Mr. Eric Eikenberry moved to approve the Tuition and Fees Action Item, and Mr. Joseph Smith 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 2023 – Dr. Jami Van Ess**

Salary and Benefits recommendations for Fiscal Year 2023 were discussed by the Board 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 for Salaries and Benefits for Fiscal Year 2023 are as follows:

#### **Salaries:**

- Full-time Faculty – 2% step (adding a step) and 2% added to schedule and for a 4% CPI increase
- Part-time Faculty – from \$887 & \$922 to a single rate of \$935 per load hour
- Classified, Professional, and Administrative – 4% CPI increase (no redlining)

**Benefits:**

- Cafeteria fund – Continue \$80 per month/ \$960 per year increase approved in December 2021
- ASRS decreased employee and employer contribution rates from 12.41% to 12.17%
- NAPEBT contribution rates increasing 6.5% to Buy-up and 4.8% Base and HDHP - The College will increase contributions to employee and dependent medical contributions by 4.8%. Employees choosing the Buy-up plan will have larger increases.
- Stay with a 3 Tier Medical Plan

Dr. Van Ess recommended that the District Governing direct staff to incorporate the selected salary and benefit options into the Fiscal Year 2023 Budget. Changes to salaries and benefits would become effective July 1, 2022, for staff and the start of the Fall term for Faculty.

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

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.

Mr. Joseph Smith stated that as long as it is fiscally possible, the College should provide living wages for the College staff and Faculty. Mr. Smith was unsure about the Four-Tier Medical Plan. Ms. Patricia Garcia discussed that historically, a few employees are interested in a Four-Tier Medical Plan; however, she supports staying with the Three-Tier Medical Plan for FY 2023.

Ms. Patricia Garcia moved to approve the Salary and Benefits FY 2023 Action Item, and Mr. Joseph Smith seconded the motion. The motion was unanimously approved (Mr. Eikenberry, Ms. Garcia, Mr. Smith, and Dr. White voting in favor).

Mr. Eric Eikenberry and the Board praised Dr. Van Ess for her clarity in the presentation. They appreciate that she collaborates with staff and faculty at the College to develop reasonable proposals.

**INFORMATION AND REPORTS****A. AACCT – Mr. Joseph R. Smith**

Mr. Joseph Smith noted the next meeting of AACCT is February 23, 2022. He will have more information to report at the next Board meeting.

**B. ACCT – Ms. Patricia Garcia**

Last week, Ms. Patricia Garcia attended the ACCT meeting and stated that the Pacific Regional Meeting would be Thursday, April 7, 2022. Ms. Garcia will prepare a summary of the most recent ACCT meeting for other Board Members.

**C. Alliance – Dr. Jami Van Ess**

Dr. Jami Van Ess summarized the most recent Alliance meeting. Topics included hiring and staffing challenges, COVID updates, legislative priorities, and increased minimum wage impacts. Various attendees talked about incentivizing vaccines and boosters. HEERF funding discussions centered on how to spend the funds. The City of Flagstaff and Coconino County still have funds to spend because they have

a hard time filling vacant positions. Their funding can be spent over a more extended period than the College's funding.

**D. Foundation Board – Mr. Eric Eikenberry and Ms. Dianna Sanchez**

Mr. Eric Eikenberry discussed the first complete season for the Cross-Country Team. Ms. Dianna Sanchez is confident with the strategic fundraising plans for the Cross-Country Team.

Ms. Sanchez updated the Board on the scholarship application process and recent donations to the Foundation.

**E. Others**

There were no further reports or comments.

**F. President's Report – Dr. Colleen Smith**

Dr. Colleen Smith reviewed the President's report included in the meeting documents dated February 16, 2022.

Dr. Smith discussed the legislative work of the College with Representative Blackman. Dr. Smith thanked Mr. Marc Goldberg, Mr. Dave Manning, and Mr. David Ramos for presenting to the legislature on very short notice – twice! They were very well-spoken and did a great job. Dr. Smith also highlighted work happening around the upcoming election, the upcoming College days at the legislature, and a recent presentation outlining what an employee of the College can and cannot do related to the election.

Dr. Smith praised Dr. Van Ess for the compensation package presented. It was comprehensive and well thought out.

**AGENDA ITEMS FOR FUTURE MEETINGS**

There were no additional agenda items suggested.

**ANNOUNCEMENTS**

The next District Governing Board meeting will be March 30, 2022 at 4:00 pm.

The next Foundation Board meeting will be March 22, 2022.

**MEETING EVALUATION**

Dr. Nat White appreciates the hard work of the College staff for providing clear and complete information on the budget items presented at this meeting.

**ADJOURNMENT:**

Mr. Joseph Smith made a motion to adjourn the meeting at 5:57 pm. The motion was seconded by Ms. Patricia Garcia and unanimously approved. The motion was unanimously approved (Mr. Eikenberry, Ms. Garcia, Mr. Smith, and Dr. White voting in favor).

**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