

**COCONINO COMMUNITY COLLEGE
DISTRICT GOVERNING BOARD**

RETREAT

JANUARY 6, 2023



**COCONINO COMMUNITY COLLEGE
MINUTES OF A RETREAT
OF THE
DISTRICT GOVERNING BOARD
JANUARY 6, 2023**

A Retreat of the Coconino Community College District Governing Board was held at 1069 E. Sterling Ln, Flagstaff, Arizona 86005. Board Chair Dr. Nat White called the meeting to order on June 10, 2022, at 8:53 am.

PRESENT: Eric Eikenberry

Nat White
Patricia Garcia
Patrick Hurley

ABSENT: Joseph R. Smith

Also Present: Dr. Eric Heiser, Dr. David Borofsky, and Ms. Kirsten Mead

Reports, summaries, background material, and other documents referred to in these minutes can be found in the January 6, 2023 documents file.

CALL TO ORDER

Chair Nat White opened the retreat and explained that the purpose of the retreat is to set expectations for the new President, Dr. Eric Heiser. This is not a “new beginning”. Dr. Colleen Smith took the College to a high level of success, and Dr. Heiser’s job will be to continue building on that success.

Mr. Eric Eikenberry suggested that the retreat be postponed due to Mr. Joseph Smith’s unavoidable absence. The Board decided to proceed with today’s retreat.

Chair White introduced facilitator Dr. David Borofsky and asked the Board to introduce themselves and give Dr. Eric Heiser insight into their time on the Board, followed by Dr. Heiser introducing himself to the Board.

Dr. Borofsky relayed information regarding upcoming training provided by the Arizona Association of Community College Trustees (AACCT). The value of attending these training is that Trustees learn from peer Trustees from the various community colleges in Arizona and how to represent state-wide community college priorities to the legislature. The trainings are:

- Day at the Capitol Trustee Advocacy Training, January 25, 2023
- AACCT All Trustee Meeting, April 19-20, 2023

EFFECTIVE BOARD/PRESIDENT RELATIONSHIPS – Dr. David Borofsky

Dr. David Borofsky spoke to the Board about the importance of being an effective Board member at a community college and how to be successful. Please see the January 6, 2023 documents file for additional information.

Topics discussed included:

- The difference between serving on a regular Board vs. a community college Board
- How Board members can best support the President
- The District Governing Board speaking as a group, not as individuals
- Appropriate interactions with College employees, so there is no perception of impropriety
- Being conscious of conflict of interests
- The importance of communication between the Board and the President
- Listening to individuals in the community for matters concerning the College
- Attending College events when possible
- Articulating expectations to the President
- Trustees are to make personal introductions to essential community members and friends of the College
- The role of the Board Chair and Trustees
 - Agenda items are brought to the Chair, and the Chair then brings them to the President
 - Trustees should bring any concerns to the Chair, not in a public meeting
 - The Board doesn't need to know everything that is happening at the College; if they need to know, it will be brought to a Board meeting
 - Board members are encouraged to meet one on one with the President every month
 - The Board may not involve itself in the inner workings of the College; they must take a 10,000 foot view of the College
 - The President must be aware any time a Board member is on campus
 - The Board will learn that they are successful from the President; not by inserting themselves into the day-to-day business of the College
 - If a Trustee wants to know how a particular program is doing, they must ask the President to present to all Trustees at an upcoming Board meeting
 - Allow the President to explain the decisions he's making so the Board does not appear divisive

Mr. Eric Eikenberry discussed his desire to meet with the Williams High School Principal, the Williams School Superintendent, and Dr. Eric Heiser.

DISTRICT GOVERNING BOARD GOALS AND EXPECTATIONS OF THE PRESIDENT – Chair Nat White

Dr. Eric Heiser has reviewed the District Governing Board Goals and Priorities for FY23 and appreciates how the Board works together to create these goals. The Board will re-evaluate the Goals and Priorities at the June 2023 Board Retreat and set a new timeline for Dr. Heiser to accomplish them.

Discussion included:

- The Board Goals and Priorities were created with the information that the Board had at the time and will be revamped to reflect what the President learns during his first 100 days
- Dr. Heiser needs to be given additional time to address the current administrative goals and priorities while he learns about the community

PRESIDENT'S DRAFT GOALS – Dr. Eric Heiser

Dr. Eric Heiser spoke about his plans for the first 100 days of his presidency. The discussion included:

- The first 100 days center around internal and external stakeholder meetings and listening sessions

- After the first 100 days, Dr. Heiser will present to the Board what he learned, what he heard them say, his vision going forward, and how the Board can help
- The President’s Assistant will accompany him to meetings and take notes to ensure concerns are recorded
- Being student centered, not just saying the College is student centered
- Connecting support systems in a manner that reduces silos
- Focusing on actual data vs. assumptions of what is happening at the College; successful colleges that thrive are data driven
- Hiring a permanent Provost will take time to figure out what makes sense

Chair Nat White reviewed the Dr. Heiser’s plan and asked how the Board can be more helpful to him.

- Board support for data driven decisions
- The Board can help Dr. Heiser learn, meet the people he needs to know
- Board support to change the College’s budget from a position of lack of funds and financial austerity to one of support of our staff and faculty ideas and requests, with a “make me say no” mentality
- Let the President decide how to look for additional funding, donors, grants and other options to fund programs
- The Foundation will cultivate donors and the President will be the “closer”

ADJOURNMENT

There being no further business, Dr. Nat White adjourned the Board meeting at 4:39 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