

**COCONINO COMMUNITY COLLEGE
DISTRICT GOVERNING BOARD**

WORK SESSION

NOVEMBER 16, 2022



**COCONINO COMMUNITY COLLEGE
MINUTES OF A WORK SESSION
OF THE
DISTRICT GOVERNING BOARD
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A Work Session of the Coconino Community College District Governing Board was held in the Board room on the Lone Tree campus, 2800 S. Lone Tree, Flagstaff, AZ 86005 and via interactive videoconferencing (Zoom). Board Chair Dr. Nat White called the meeting to order at 4:05 pm.

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

ABSENT: Patricia Garcia
Patrick Hurley

Also Present: Dr. Christal Albrecht, Dr. Adriana Flores-Church, Ms. Alexis Knapp, Mr. Bob Voytek, Mr. Brett Kitch, Mr. Brian Wilson, Mr. Cheyenne Grabiec, Ms. Christina Bauer, Ms. Colleen Carscallen, Ms. Dianna Sanchez, Dr. Jami Van Ess, Ms. Jennifer Jameson, Ms. Juanita Tarango, Ms. Kay Leum, Dr. Kelly Trainor, Ms. Kirsten Mead, Mr. Kurt Stull, Mr. Larry Hendricks, Dr. Michael Merica, Dr. Nate Southerland, Ms. Robin Jarecki, Ms. Sonni Marbury, Ms. Tama Kott, Dr. Terry Sawma, Mr. Tony Williams.

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

1. FOLLOW UP ITEMS

There were no follow-up items.

2. DISCUSSION/INFORMATION ITEMS

● **Introduction of Interim Provost Dr. Kelly Trainor – Nate Southerland**

Dr. Nate Southerland introduced Interim Provost, Dr. Kelly Trainor, who begins as interim on December 21, 2022, and will serve until a full-time provost is hired. Dr. Trainor spoke briefly about his experience at CCC and expressed gratitude for the opportunity to fill this role.

● **CCC Promise Program – Dr. Jami Van Ess**

Dr. Jami Van Ess discussed the early recommendations for the CCC Promise Program, initially requested by the Board to help increase enrollment. The criteria for the program were developed along with the Strategic Enrollment Management Committee which researched the pros and cons of other programs. The recommended criteria target key performance metrics that the College is trying to improve including Coconino County residents, full-time students, PELL-eligible first and as determined by FAFSA, and satisfactory academic progress. Additionally, the program would cover all financial aid-eligible degrees and certificates. The Financial Aid Team modeled the initial criteria and found that the College is already doing much of this with the current CCC Grant Program and recommended enhancements would cost an additional \$13,500. The biggest change is a significant rebranding effort with a marketing blitz beginning in March if the program is approved. The Board was supportive of the direction and it will be

included in the budget retreat presentation in January.

The College would like to continue the Free Summer Tuition program for in-district high school students in Coconino County and expand upon the Indigenous Student Success Program, as well as continue discounts for senior citizens as well as others.

Mr. Eric Eikenberry cautioned that it might be good to gear this toward students who pre-register. Mr. Joseph Smith commented that the low-income verbiage could stand to be improved.

- **NAU/CCC Denials – Mr. Tony Williams**

Mr. Tony Williams shared with the Board the collaborative project with NAU regarding growing the NAU2CCC program. This collaboration resulted in a “automatic admittance to CCC” when NAU denies a potential student. On November 1st, a letter went out to 1,585 prospective students who were denied acceptance to NAU; 93 students have already accepted the offer. As of today, 202 students have accepted the offer and 71 have completed the application process.

- 3. **DEI Presentation – Dr. Adriana Flores-Church & Dr. Michael Merica**

Dr. Jami Van Ess introduced Executive Director of Human Resources Dr. Adriana Flores-Church and Director of Institutional Research Dr. Michael Merica regarding what is being done to ensure diversity, equity, and inclusion. This presentation is to ensure that the work being done meets the criteria set forth by the DGB.

Dr. Michael Merica presented statistics about the diversity of the student body, the College staff, and the faculty and how they compare to one another.

Dr. Adriana Flores-Church presented the breakdown of representation among faculty, staff, and students. Minorities receive less than 50% of degrees country-wide; the higher the degree, the lower the number of minorities receive it. There is a big push throughout the United States to recruit more diverse students, including CCC. What the College is doing now to increase diversity:

- A diversity question has been added to our employee recruitment process
- The College is partnering with NAU to try to bring more diverse students to our campuses
- The College is posting job announcements in diverse areas through Handshake, the Navajo Times, and utilizing services from the Higher Learning Commission that can target demographics
- The College is looking for creative ways to approach recruitment

- 4. **Minimum Wage and Possible Mid-Year Compression Options – Dr. Jami Van Ess**

Dr. Jami Van Ess explained to the Board that the minimum wage for the City of Flagstaff is increasing \$1.30 per hour effective January 1, 2023. When the voters approved increases to the minimum wage, it was initially set to increase in specific amounts. This increase is directly impacted by the Consumer Price Index (CPI). The College was unable to budget for this increase as CPI data is collected through August and released to the public in September. Flagstaff is

seeing an 8.9% increase over the median cost of living and 29% above the median for housing. Dr. Van Ess offered four possible solutions for addressing this issue. The Board discussed:

- Mid-year wage increases should not become the rule, but be the exception
- NAU and Coconino County are rolling out increases for their employees four times a year and Mr. Joseph Smith concurred that this is becoming standard in the HR industry
- It has been difficult to recruit and retain employees due to the cost of living in Flagstaff. Several potential employees were unable to afford to accept the positions at the salaries the College is able to provide. This is what caused the automotive program to be canceled at the beginning of Fall 2022.
- The Board is supportive of being responsive to the needs of the employees
- All four solutions presented were discussed as to how they impact the employees, the College and the budget
- Dr. Van Ess shared that the entire cost of the salary increases can be covered by the unfilled positions at the College and sustained with Prop 208 funding

ADJOURNMENT: There being no further discussion, Chair White adjourned at 5:20 pm.

MINUTES PREPARED BY:

Kirsten Mead
Board Recorder

ATTEST and APPROVED:

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

Dr. Nat White
Board Chair