

**COCONINO COMMUNITY COLLEGE
DISTRICT GOVERNING BOARD**

REGULAR MEETING

JANUARY 21, 2026



**COCONINO COMMUNITY COLLEGE
MINUTES OF A REGULAR MEETING
OF THE
DISTRICT GOVERNING BOARD
JANUARY 21, 2026**

A Regular Meeting of the Coconino Community College District Governing Board was held in person in the Board Room at Coconino Community College, 2800 S. Lone Tree Rd., Flagstaff, AZ. Board Chair Joey Smith called the meeting to order at 5:56 pm.

PRESENT: Mr. Joey Smith, Board Chair
Mr. Patrick Hurley, Board Vice Chair/Secretary
Mr. Eric Eikenberry
Ms. Patricia Garcia (Zoom)

ABSENT: Dr. Nat White

Also Present: President Heiser, Ms. Kirsten Mead, Dr. Adriana Flores-Church, Ms. Dianna Sanchez, Ms. Janel States, Dr. Jami Van Ess, Dr. Sandra Hinski, Mr. Shane Pablo, Ms. Alimah Damgaard, Ms. Amelinda Webb, Mr. Brian Blue, Ms. Cathleen Banier-Goff, Ms. Gabe Smith, Ms. Jennifer Jameson, Ms. Kay Leum, Mr. Keith Becker, Mr. Kurt Stull, Mr. Mark Hartley, Dr. Mark Maciha, Mr. Nathan Schott, Dr. Nolan Begaye, Mr. Ryan Bouwhuis, Ms. Sarah Heemstra, Ms. Sonni Marbury, Mr. Steve Peru, Ms. Beth Otterstein, Ms. Susan Brown, Mr. Dylan Brown (Zoom), and Ms. Carla Wall (Zoom).

The January 21, 2026, documents file contains reports, summaries, background materials, and other documents referenced in these minutes.

ADOPTION OF AGENDA

Trustee Huley moved to approve the agenda as presented, and Trustee Eikenberry seconded the motion. The agenda was approved as presented (Trustee Eikenberry, Trustee Garcia, Vice Chair Hurley, and Chair Smith voting in favor).

ADOPTION OF CONSENT AGENDA

Vice Chair Hurley moved to approve the consent agenda, and Trustee Eikenberry seconded the motion. The consent agenda was approved as (Trustee Eikenberry, Trustee Garcia, Vice Chair Hurley, and Chair Smith voting in favor).

CCC EXCELLENCE

A. Above and Beyond Award Recipient, Ms. Sarah Heemstra – President Heiser

President Heiser announced Ms. Sarah Heemstra, Coordinator of Student Life, as the 2025 Above and Beyond Award recipient, commending her leadership and energy and highlighting her positive impact on student engagement and campus life—particularly increased student activity in the Commons and the creation of a vibrant student environment. Ms. Heemstra was thanked for her service and contributions to the College.

INTRODUCTION OF GUESTS

Ms. Janel States introduced Mr. Brian Blue, President of the CCC Foundation, Ms. Gabe Smith, Mr. Dylan Brown, Snyder and Brown, CPAs, Ms. Carla Wall, Auditor General's Office, Mr. Steve Peru, Ms. Beth Otterstein, and Ms. Susan Brown.

CALL TO THE PUBLIC

There was no response.

FINAL PAC REPORT – President Heiser and Mr. Steve Peru

President Heiser introduced Mr. Steve Peru, founder and chair of the Yes on Prop 490 Committee, to present a final report on the bond election.

Mr. Peru reported that Proposition 490 was approved by voters in November 2025, with 59% approval (14,492 votes) and a 27% voter turnout. He stated that the political action committee was formally terminated on January 5, 2026, and that the termination was accepted by the Arizona Superintendent of Public Instruction, noting that he was present in his capacity as a private citizen.

Mr. Peru reported that the campaign raised approximately \$20,200, expended \$19,900, and donated the remaining \$327 to the CCC Foundation, resulting in \$100 million in voter-approved capital funding to support CCC facilities and programs in Flagstaff, Williams, and Page. He thanked campaign partners, donors, and the Coconino County School Superintendent's Office for compliance support.

Chair Smith thanked Mr. Peru and the committee for their leadership and service.

ELECTION OF BOARD CHAIR, VICE CHAIR, AND COMMITTEE REPRESENTATIVES – Chair Smith

A. Chair

Motion: Vice Chair Hurley nominated Chair Smith to continue serving as Board Chair for 2026

Second: Trustee Garcia

Vote: Trustee Garcia, Vice Chair Hurley, and Chair Smith voting in favor; Trustee Eikenberry abstained.

Result: Joey Smith elected Board Chair for 2026

B. Vice Chair/Secretary

Motion: Trustee Garcia nominated Vice Chair Hurley to continue serving as Vice Chair for 2026

Second: Chair Smith

Vote: Trustee Garcia, Vice Chair Hurley, and Chair Smith voting in favor; Trustee Eikenberry abstained.

Result: Patrick Hurley elected Vice Chair for 2026

C. Arizona Association of Community College Trustees (AACCT) Representative

Motion: Chair Smith nominated Trustee Eikenberry to serve as ACCT Representative

Second: Vice Chair Hurley

Vote: Trustee Garcia, Vice Chair Hurley, and Chair Smith voting in favor; Trustee Eikenberry abstained.

Result: Trustee Eikenberry appointed ACCT Representative for 2026

D. Foundation Board Representative

Chair Smith confirmed the current Foundation Board Representative as Trustee White and noted that Trustee White was not present.

Motion: Trustee Garcia nominated Trustee White to continue as Foundation Board Representative (with the option to revisit if Trustee White declined)

Second: Vice Chair Hurley

Vote: Trustee Eikenberry, Trustee Garcia, Vice Chair Hurley, and Chair Smith voting in favor.

Note: Board discussion acknowledged that Trustee Garcia's ACCT role term is three years and that this is the start of her second year.

ACTION ITEMS

A. Policy Updates – Chair Smith

- **211-00 Tuition Policy – Chair Smith**

President Heiser presented a new tuition policy intended to codify a structured, index-based approach to tuition setting, referencing the Higher Education Price Index (HEPI) as the index most aligned with higher education cost trends. President Heiser noted that the policy provides direction to staff on budgeting and planning and does not remove the Board's annual discretion to approve.

Vice Chair Hurley requested that the policy language reference HEPI, and a discussion followed on preserving flexibility while identifying HEPI as the typical starting point.

Motion (Amended): Vice Chair Hurley moved to approve Policy 211-00 with revisions that insert language clarifying that the structured index-based approach is typically based on the Higher Education Price Index (HEPI) for tuition adjustments, aligning with inflationary trends while ensuring access and affordability. Trustee Eikenberry seconded the motion. The motion passed unanimously as (Trustee Eikenberry, Trustee Garcia, Vice Chair Hurley, and Chair Smith voting in favor).

- **50-00 AI Policy – President Heiser**

President Heiser and Mr. Pablo discussed the AI policy, which was presented at the Work Session in November and has since been vetted by the College attorney. The policy establishes guardrails for ethical and responsible AI use, noting opportunities for efficiency and innovation while acknowledging risks related to privacy, academic integrity, and compliance.

Trustee Garcia asked whether the policy includes AI use in the classroom. Staff confirmed it applies broadly, and President Heiser noted that faculty retain academic freedom to implement it at the course level, such as in how they use other instructional tools.

Trustee Eikenberry shared feedback from the Association of Community College Trustees (ACCT) conference, encouraging consistency across the institution. President Heiser responded that consistency cannot override academic freedom and noted that students are accustomed to technology and should follow the requirements established for each course.

Vice Chair Hurley noted the procedure development should include how oversight, complaints, and concerns are handled and recommended keeping guardrails appropriately broad to avoid constant revisions as AI evolves.

Trustee Eikenberry moved to approve Policy 50-00 (AI Policy) as presented and was seconded by Trustee Garcia. The motion passed unanimously as (Trustee Eikenberry, Trustee Garcia, Vice Chair Hurley, and Chair Smith voting in favor).

B. Arizona Auditor General Report – Dr. Van Ess

Dr. Van Ess introduced the annual audit presentation and recognized Sonni Marbury and staff across the College for their support of the audit process. Guests present included Carla Wall (Arizona Auditor General's Office) and Dylan Brown (Snyder & Brown CPAs).

Carla Wall explained the Auditor General's role in conducting or contracting annual audits for Arizona community college districts and reviewed Snyder & Brown's contracted role for the FY2025 audit.

Dylan Brown presented a high-level audit overview. Snyder & Brown issued an unmodified opinion (clean audit) on the College's financial statements. The foundation component unit was audited by another auditor. Mr. Brown noted there were no significant changes to accounting policies, no difficulties encountered, no disagreements with management, and no financial statement findings. A Single Audit was completed, including testing the Student Financial Aid cluster as a major program, with no findings.

Trustee Garcia moved to accept the Annual Comprehensive Financial Report and Single Audit for Fiscal Year 2025, and Trustee Eikenberry seconded the motion. The motion passed unanimously as (Trustee Eikenberry, Trustee Garcia, Vice Chair Hurley, and Chair Smith voting in favor).

C. Adult Education Inter Governmental Agreement (IGA) – Dr. Van Ess

CCC is one of nine college districts meeting eligibility requirements and was approved to participate in the Community College Adult Education and Workforce Development Program to provide adult learners with preparation for and access to integrated education and training. This arrangement has been ongoing for several years, and the contract has now been changed to an IGA.

Pursuant to Arizona Revised Statutes (A.R.S.) § 11-952 et seq., this Intergovernmental Agreement is entered into by the Arizona Department of Education (ADE), an agency of the State of Arizona, and Coconino County Community College District. Pursuant to A.R.S. § 11-951 et seq., both parties are authorized to enter into Agreements for the joint exercise of any power common to the contracting parties as to governmental functions necessary to the public health, safety, and welfare, and the proprietary functions of such public agencies.

Vice Chair Hurley moved to authorize President Heiser to sign the Adult Education IGA as presented, and Trustee Garcia seconded the motion. The vote was unanimous (Trustee Eikenberry, Trustee Garcia, Vice Chair Hurley, and Chair Smith voting in favor).

D. Arizona Mutual Aid Compact – Dr. Van Ess

Coconino Community College (CCC) is currently a member of the Emergency Management Mutual Aid Compact, along with Northern Arizona University (NAU), Flagstaff Unified School District (FUSD), the City of Flagstaff, Coconino County, and the Northern Arizona Intergovernmental Public Transportation Authority (Mountain Line). This agreement expires on January 27, 2026.

Tim Carter, Director of Emergency Management for Coconino County, recommended that all members transition to the State of Arizona Mutual Aid Compact (AZMAC). Signing AZMAC establishes preagreed procedures and terms for mutual aid among Arizona state agencies, tribal nations, and political subdivisions. This framework enables rapid, coordinated assistance during emergencies while clearly defining reimbursement, liability, and command and control responsibilities.

Adopting AZMAC will strengthen CCC's operational readiness, legal clarity, and financial protection during emergency response efforts. The term of the AZMAC agreement is 10 years.

Trustee Eikenberry moved to approve President Heiser to sign the Arizona Mutual Aid Compact as presented, and Vice Chair Hurley seconded the motion. The vote was unanimous (Trustee Eikenberry, Trustee Garcia, Vice Chair Hurley, and Chair Smith voting in favor).

E. Sabbaticals, Ms. Sandra Dihlmann Lundy – Dr. Hinski

Dr. Hinski presented a sabbatical request from Sandra Dihlmann Lundy in accordance with College policy.

The proposed sabbatical outlined planned professional development activities intended to support instructional effectiveness and institutional priorities. Administration confirmed that the request met the eligibility requirements and was reviewed through the appropriate internal process.

Trustee Garcia moved to approve Ms. Sandra Dihlmann Lundy's Sabbatical Request from August 26, 2026, to December 26, 2026, as presented, and Vice Chair Hurley seconded the motion. The vote was unanimous (Trustee Eikenberry, Trustee Garcia, Vice Chair Hurley, and Chair Smith voting in favor).

The Board would like a report on the results of Ms. Dihlmann Lundy's sabbatical.

INFORMATION AND REPORTS

A. Board Reports

- i. Arizona Association of Community College Trustees (AACCT) – Trustee Eikenberry**
Nothing to report.
- ii. Association of Community College Trustees (ACCT) – Trustee Garcia**
National Legislative Summit in February, with three Board members attending. The National Congress will be held in Chicago in October 2026. Roberto Zarate passed away recently and was a past president of the ACCT board; Trustee Garcia mentored with him.

iii. Foundation Board – Ms. Dianna Sanchez

The Foundation Board has agreed that they will allow \$1M of discretionary funds to be spent on consultants and fundraising expenses in support of the College's need for \$10M for non-bond covered expenses related to the capital construction projects.

iv. Alliance Report – Dr. Van Ess

Nothing to report until the April DGB meeting

v. Other Reports

- None

B. President's Report – President Heiser

Attended the Inaugural State of the City Address with Flagstaff Mayor Becky Daggett.

- **Federal Update:**
- **State Update:** the governor released her budget last week.
- **NAU Master's Cohort for North 4:** Noted for the minutes that when the Master's Cohort was conceptualized, Dr. Heiser was not asked to teach. Both President Heiser and Provost Hinski will be teaching in the program.
- **Campus Highlights:** President Heiser shared the December Comet Chronicles video

EXECUTIVE SESSION At 7:13 pm a motion was made by Trustee Garcia and seconded by Trustee White to enter into Executive Session pursuant to ARS 38-431.03(A)(1) (advice from legal counsel) and 38-431.03(A)(7) (real estate) the Board may vote to enter into Executive Session for purposes of finalizing a real estate purchase contract. The vote was unanimous (Trustee Eikenberry, Trustee Garcia, Vice Chair Hurley, and Chair Smith voting in favor).

RECONVENED IN OPEN SESSION at 7:45 pm.

Vice Chair Hurley motioned to reconvene in open session at 7:45 pm. The motion was seconded by Trustee Eikenberry. The vote was unanimous (Trustee Eikenberry, Trustee Garcia, Vice Chair Hurley, and Chair Smith voting in favor).

ACTION ITEM FROM EXECUTIVE SESSION

A. Timberline Firearms and Training Shooting Range – President Heiser

The College has been engaged with the City of Flagstaff and Coconino County for the past several months to find a path forward on purchasing the Timberline Shooting Range. CCC's interest in the purchase is to further the pursuit of a fully operational High Country Training Academy. Adding this real estate to our portfolio, in partnership with the City and County, allows us to move closer to that goal.

Trustee Eikenberry moved to approve the Timberline Firearms Shooting Range IGA and authorize President Heiser to finalize the agreement with legal counsel. The motion was seconded by Vice Chair Hurley. The vote was unanimous (Trustee Eikenberry, Trustee Garcia, Vice Chair Hurley, and Chair Smith voting in favor).

ADJOURNMENT

With no further business, Chair Smith adjourned the meeting at 7:47 pm.

FOLLOW UP

None.

MINUTES PREPARED BY:

Ms. Kirsten Mead
Board Recorder

ATTEST and APPROVED:

Mr. Patrick Hurley
Vice Chair/Secretary of the Board

Mr. Joey Smith
Board Chair

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