

# Coconino Community College

## CoCoConnections

Employee newsletter

June 2017

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### New Hires/Promotions

**Ron Hurlle:** Chief Innovation Officer

**Kay Leum:** Director of Special Projects and Grants

**Gonzalo Perez:** Associate Vice President of Innovative Learning Solutions

**Kimberly Batty-Herbert:** Dean of Learning, Arts and Sciences

**Jeff Jones:** Dean of Learning, CTE, Director of Fourth Street Campus

**Monica Baker:** Dean of Learning, Part-time faculty

**Colleen Carscallen:** Associate Dean for Curriculum and Assessment

**Bob Voytek:** Director of Financial Aid

### Dear CCC employees,

June is finally upon us and the mellow mood of summertime has set in here at CCC!

Welcome to the June 2017 edition of *CoCoConnections*. The purpose of this newsletter is to fill a gap not covered by *CocoNotions*, which handles stories of student success, large events, faculty accomplishments and more.

*CoCoConnections* is a way for departments to communicate events and projects being worked on by department staff. Forums and committees can submit updates as well.

*CoCoConnections* aggregates a variety of stand-alone emails that get sent college-wide into one easily read format - a one-stop shop for general college information.

*CoCoConnections* will be distributed the second full week of the month. *CocoNotions* will be distributed on the last week of the month. Entries should be submitted a week prior to publication, with a maximum of 200 words per entry.

Feedback on *CoCoConnections* or *CocoNotions* is always appreciated. Feel free to email Larry Hendricks, Public Relations Coordinator, at [larry.hendricks@coconino.edu](mailto:larry.hendricks@coconino.edu).

*The CoCoConnections Team*

Free healthy cooking classes fast approaching

Northern Arizona Healthcare and Northern Arizona University are proud to present free cooking classes for public employees, which of course includes CCC staff!

NAH and NAU have partnered with Cook Well Flagstaff to make these free and fun cooking demonstrations possible for both public employees and the community.

There are four total classes spread across the month of June and into the start of July.

The first class will be held on Wednesday, June 14 and the demonstration's focus will be on breakfast dishes. The second session will take place on Wednesday, June 21 and will demonstrate lunch dishes. The third one is set for Wednesday, June 28 and will focus its demonstration on dinner dishes. And finally, the fourth session is planned for Wednesday, July 5 and will teach about preparing dessert.

All classes will be held at the Flagstaff Medical Center Campus, on 1200 N. Beaver Street, in McGee Auditorium from 5:30-6:30 p.m.

Reservations and registration is not required, just arrive to the McGee Auditorium on time.

For any questions regarding the classes themselves, contact [prandiallab@nau.edu](mailto:prandiallab@nau.edu).

This is a great opportunity to learn the tips and tricks for healthy cooking! Food samples will be included.

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## 2017 Fiscal Year deadline reminders

There are many deadlines for this Fiscal Year that are coming up fast in the months of June and July.

The remaining deadlines for the 2017 Fiscal Year are as follows:

**June 19, 2017:** Petty cash expenses. Submit to Linda.

**June 27, 2017:** Tuition reimbursements. Submit to Linda.

**June 29, 2017:** FY18 requisitions for GOODS. Submit to Janan.

**July 12, 2017:** Invoices against FY17 purchase orders. Submit to Linda.

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Accounts Payable, Purchasing and the Business Office staff want to ensure that everyone adheres to these deadlines so they can smoothly close out the fiscal year.

Here are some tips and instructions on the start of FY18 and its processes:

No FY18 funded goods can be received prior to **July 1, 2017**. FY18 requisitions for GOODS cannot be entered until Thursday, June 29, 2017. FY18 requisitions FOR SERVICES ONLY may be entered earlier, contingent upon our Banner system rollover date which has yet to be determined.

If prior to **June 30, 2017** you are paying for a good or service that will not be delivered until after **July 1, 2017**, please provide notification to Accounts Payable. This can be done by simply writing "FY18" in large letters on the invoice, or by emailing Linda

Carrier with the vendor name, letting her know you are making an FY18 payment.

On behalf of Accounts Payable, Purchasing, and the Business Office staff, thank you for your adherence to the upcoming deadlines as the 2017 Fiscal Year comes to an end.

## Large turnout of CCC women at Arizona Women in Higher Education Conference

On June 1st and 2nd, the High Country Conference Center at NAU hosted the Arizona Women in Higher Education Conference and saw a sizable turnout from CCC women.

Arizona Women in Higher Education is an organization that honors exemplary women who are actively involved in the world of higher education here in Arizona.

Once a year, AWHE holds a conference for its members to come together, take part in learning sessions, hear guest speakers, and speak in front of executive panels.

The conference theme was Strengthening Connections for Innovation. The conference's sessions focused on leadership development.

At this year's AWHE Conference there was a great showing of women who work at CCC and are key players in the success of the College.

CCC women who attended the conference are (from left to right) Laura Rosensweet, Sharri Penland, Cynthia Dorfsmith, April Sandoval, Janelle Indian, Marty James Johnson, Summer Dennis, Susie Tressler and Veronica Hipolito. Not pictured but in attendance are Dr. Colleen Smith, Kim Shaw and Amanda Gonzalez.



Veronica Hipolito serves as CCC's institutional representative for AWHE and helped plan this year's conference.

Dr. Colleen Smith participated in an executive panel which was moderated by Maria

Hesse, Vice Provost Undergraduate Education, ASU. The panel also included Jaquelyn Elliot, President of Central Arizona College and Jeanne Swarthout, President of Northland Pioneer College.

CCC was strongly represented by many amazing women at this year's Arizona Women in Higher Education Conference, making it a huge success for the College and those who attended the conference.

## New student organization to target the needs of Latino students

During the upcoming academic year, a new student organization will be forming at CCC. It will be called the Association of Latino American and Spanish Students and will aim to provide social and academic support for Latino students.

CCC's Dean of Student Development and Community Engagement, Veronica Hipolito is the main faculty member who will be working with students to form this student organization.

Veronica will be using the summer to plan outreach efforts and activities for the school year and welcomes any other CCC staff who would like to take part in working on this initiative.

She is also currently seeking those who would like to assist the organization by being an Advisor.

If you are interested in assisting with this new student organization in progress, please email Veronica at [Veronica.Hipolito@coconino.edu](mailto:Veronica.Hipolito@coconino.edu).

## Jorgensen Brooks Group June Online Webinar

Jorgensen Brooks Group's Employee Assistance Program is back again to host another monthly online webinar for CCC staff and faculty.

EAP is an outreach program for CCC employees that provides a variety of services through the Jorgensen Brooks Group.

Every month, Jorgensen Brooks Group's EAP hosts an online webinar with a unique theme that aims to provide support for CCC faculty and staff.

The theme for June's EAP webinar is "Emotional Support: Staying Balanced in a Changing World." It is geared toward teaching how to manage change properly to improve one's success in life.

This online webinar will be available starting June 20th. Visit [jorgensenbrooks.com](http://jorgensenbrooks.com) and click on "JBG Personal Care" located on the left side of the home page. Once on the site, follow instructions on the right of the page and find "Online Seminars." A list will appear where you will select the month of June.

## CCC's Newest Hires

CCC has successfully filled many positions around campus that will allow the College to progress forward.

Our existing staff and faculty have worked very hard and have been essential in selecting candidates who will forward the goals of CCC.

Here are the newest hires at CCC:

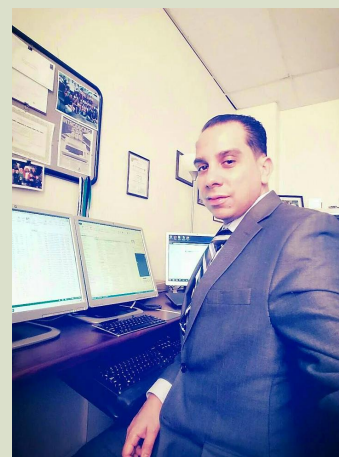
**Ron Hurle - Chief Innovation Officer:** On June 26th, Ron Hurle will be joining CCC as the new Chief Innovation Officer. Ron will lead the IT department and help CCC to find new and innovative ways to work with the community. In the past, Ron has served as Vice President and General Manager for Intel Corporation as well as Chief Operating Officer for the Grand Canyon Association and Volt Information services. In his most recent employment, Ron served as Acting Chief Information Technology and Chief Information Security Officer for the California Public Employee Retirement System. Ron brings a strong IT, leadership, management, and business background to the College.



**Kay Leum - Director of Special Projects and Grants:** Kay Leum will join CCC on June 19th as the new Director of Special Projects and Grants. She will be based at the Page Center. Kay is coming from Western Wyoming College where she most recently served as Registrar. In the past, she has served as Registrar and/or Director of Admissions for community colleges in Wyoming, Oregon, and Montana. She has experience developing pathways for students, developing recruitment and marketing plans, serving on accreditation task forces, and compliance reporting for the National Student Clearinghouse, IPEDS, and state

governments. Kay's responsibilities will include working with NAU, Diné College, and Navajo Technical University to develop the Higher Education Consortium Project, which aims to provide collaborative, affordable, and accessible higher education opportunities for the people of Northern Coconino County.

**Gonzalo Perez - Associate Vice President of Innovative Learning Solutions:** Dr. Gonzalo Perez will be joining the College on July 10th as Associate Vice President of Innovative Learning Solutions. Dr. Perez will be responsible for overseeing online learning, library functions, dual enrollment, one-stop shop solutions, and grants. He currently serves as a Chief Innovation Officer for a community college in New Jersey. He has gathered strong experience for this position by serving as Special Assistant to the President/Assistant Dean for Academic Affairs, Director of STEM, Coordinator for the School of Computer Sciences and Engineering, and Adjunct Faculty for community colleges and a university in New Jersey. Dr. Perez has experience teaching online and creating pathways for students, overseeing innovative projects, managing state and federal grants, managing the academic portion of master schedules, identifying funding opportunities, increasing student services, designing and implementing student success plans, and non-traditional teaching and training.



**Kimberly Batty-Herbert - Dean of Learning, Arts and Sciences:** Kimberly will join the College on July 3rd as the new Dean of Learning, Arts and Sciences. She has lots of experience in Academic Affairs by serving as a Chief Academic Officer, Dean, Associate Dean, and Faculty/Program Coordinator for colleges in Florida and New Mexico. Some skills she brings to CCC are leading curriculum development and program implementation, overseeing a teaching and learning center, participating in accreditation committees, course scheduling, and developing departmental policy.

**Jeff Jones - Dean of Learning, CTE, Director of Fourth Street Campus:** Jeff has strong experience in community college teaching, IT services, and successful grant-writing. He will lead the transformation of the Fourth Street Campus into an innovation center with ideas for a "maker lab" and events such as entrepreneurialism projects, STEM projects, and Lego Camp. Jeff was recently successful in his work on the SNNA-LSAMP grant being selected for funding by the NSF, and this skill will be a help to the Perkins grant process.

**Monica Baker - Dean of Learning, Part-time Faculty:** Monica took on the responsibility of ensuring CCC part-time faculty were evaluated in the classroom during the recent academic year. She worked with a team of full-time faculty to accomplish this initiative. The ratio of the number of part-time faculty to full-time faculty has recently been established at approximately 4 to 1 at CCC. Since the elimination of department chair positions, part-time faculty were not receiving the type of communication, coordination and training in assessment, teaching and learning, policies, online learning pedagogy, etc., that are important to student success and that fulfill critical accreditation requirements. Although CCC is working to increase the number of full-time faculty, our part-time faculty play a significant role in the success of the college, and Dr. Baker has agreed to continue and expand upon the very successful work she began with part-time faculty this past year.

**Colleen Carscallen - Associate Dean for Curriculum and Assessment:** Thanks to her excellent work in learning assessment and in both curriculum and transcript analysis during her term as interim Dean, Colleen Carscallen has helped the college move forward with accreditation requirements and in assisting faculty in their development of assessment. Colleen has agreed to continue serving the College by working closely with Sarah Southwick to ensure consistency and professionalism in curriculum and assessment practices in order to meet accreditation requirements and support faculty in teaching and learning processes. She will take the lead in development of new faculty orientation and will also carry a teaching load to ensure she stays current in learning outcomes and assessment for general education.

**Bob Voytek - Director of Financial Aid:** Bob tells us that having served as Executive Director of Admissions, Registration, Financial Aid and Veteran Services for a couple of months has been a beneficial experience and it has increased communications and facilitated cross-functional work in student services. However, it has pulled him away from his focus. After discussion this with several individuals, Bob has chosen to return to his previous role as Director of Financial Aid and Veterans Services. As you know, Bob is outstanding in his job and is great with students. His work is instrumental to the success of our students and we support his decision 100 percent.

## Upcoming Events

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