

YAVAPAI COLLEGE DISTRICT GOVERNING BOARD

Approved Minutes of Meeting

Tuesday, June 16, 2009

Prescott Campus, Rock House

1100 E. Sheldon St.

Prescott, AZ 86301

Board Members Present

Dr. Patricia McCarver, Chair
Dr. Dale Fitzner, Board Member
Mr. Herald Harrington, Secretary & Spokesperson

Board Members Absent

Mr. Ray Sigafoos, Board Member
Mr. Charles Leon, Board Member

Staff and Guests Attending Meeting Lists are on file in the District Office.

1. Call to Order - Procedural

2. Chair McCarver called the Yavapai College District Governing Board meeting to order at 1:46 p.m.

3. Pledge of Allegiance - Procedural

The Pledge was led by Mr. Harrington

4. Welcome to Guests and Staff - Procedural

Dr. McCarver welcomed all guests and staff present.

5. Approval of May 12, 2009, Regular Meeting and Executive Session Minutes – Decision

Mr. Harrington moved, seconded by Dr. Fitzner, to approve the May 12, 2009 Regular meeting and Executive Session minutes. Motion carried unanimously.

6. Adoption of Agenda - Decision

Dr. Fitzner moved, seconded by Mr. Harrington, to adopt the agenda. Motion carried unanimously.

7. Open Call – Procedural

None received.

8. Consent Agenda – Heading

9. Receipt of Transfers and Other Expenditures –April and May 2009 – Receipt

10. Receipt of Report on Revenues and Expenditures – Receipt

11. Adoption of Resolution 2009-#01, Establish Accumulation Fund Restricted for the Purpose of Purchasing Land, Buildings or Improvements – Decision

12. Approval of Intergovernmental Agreement for the Formation of the Arizona Community College Presidents' Council - Decision

Mr. Harrington moved, seconded by Dr. Fitzner, to adopt the Consent Agenda. Motion carried unanimously.

13. Information - Heading

14. Recognition of Stacy Iveson, Women's Softball Coach, Assistant Coaches, JR Barringer and Lisa Parks, and the Women's Softball Team for their 2009 National Junior College Athletic Association (NJCAA) Championship Title – Information and/or Discussion

Dr. Horton, President, and Barbara Wing, Dean of Prescott Campus, recognized and congratulated Stacy Iveson, JR Barringer, and Lisa Parks for their National Championship title in only the second year of the women's softball program. Though the National Champion Roughrider softball team was not able to be present during this recognition, tribute was given to all members and to those named to the First Team: sophomore utility player Jenna Rodriguez, sophomore outfielder Caitlin Stangl, sophomore catcher Brittany Tucker and freshman pitcher Audrey Workman. Sophomore infielder Kacie Smith was named to the Third Team. Ms. Iveson was named Outstanding Coach of the Tournament.

15. Short Recess/Celebration – Procedural

Meeting recessed at 1:53 p.m. and reconvened at 2:03 p.m.

16. Information from the President –Reports – RE: Various Arizona Community College Organizations; Monthly Summary; and Faculty Senate – Information and/or Discussion

President's Report

At the Governor's request, the university presidents submitted a document titled: Pathways: Access-driven Architecture for the Arizona University System, which will be discussed at the Arizona Board of Regents (ABOR) meeting, Thursday, June 18, 2009. Dr. Haeger, President of Northern Arizona University, and Dr. Horton will also present the Northern Arizona University/Yavapai Regional University project in Prescott Valley at that meeting. The building is scheduled to open in August 2009. This will be a new model of higher education for the state. There are a number of details yet to be worked out. Dr. Horton hopes to make a formal announcement after the ABOR meeting.

Dr. Horton, Richard Crandall, Chair of State Appropriations, and several ABOR members recently attended the *Making Opportunities Affordable Academy* in Denver, Colorado. Eleven states, including Arizona, were selected to apply for a \$2 million Lumina Foundation grant. Five of the eleven states will receive funding. The purpose of the conference was to determine how to make higher education more efficient in the United States by increasing capacity as well as decreasing the cost and meeting the needs of future baccalaureate graduates. The grant submission date is September 15, 2009, and results will be available in October 2009.

As a subcommittee, Dr. Horton, representatives from ASU and Dr. Haeger from NAU have been tasked to design a different system of higher education in the state of Arizona.

Arizona Community College Presidents' Council

During the consent agenda portion of the Board meeting, the Intergovernmental Agreement for the Formation of the Arizona Community College Presidents' Council was approved. This organization will function as the primary lobbying and problem solving entity for community colleges.

Arizona Community College Council (ACCC)

Governor Jan Brewer re-established the executive order for ACCC. The focus of this organization is two-fold: 1) Recognize and talk about the critical role of community colleges in reaching the State's higher education goals, and 2) design the creation of a Community College Board that will have statutory authority in the future.

Faculty Report

Dr. David Gorman, outgoing President of Faculty Senate Association, passed the gavel to Dr. Barbara Davis, incoming Faculty Senate President for 2009-2010. Dr. Gorman highlighted a

number of Faculty Senate accomplishments during his tenure as President and thanked the Board and administration for their support. Dr. Davis is a 1978 graduate of Yavapai College and English faculty member on the Verde Valley campus. She has been a full-time faculty member the past 7 years and has served on Faculty Senate for the last 4 years. Dr. Paul Smolenyak, Science faculty member, has been elected President Elect.

17. Update from Academic Affairs - Information and/or Discussion

Dr. Goswami reported on the planning process for the College's Accreditation site visit scheduled for spring 2012.

Fall 2009 –

- Appoint steering committee
- Appoint criterion and support committees
- Establish budget

Spring and Summer 2010 –

- Higher Learning Commission/North Central Association of Colleges and Schools liaison, Karen Solomon, makes presentation to employees
- Criterion committees gather and analyze data and develop draft reports

Fall 2010 –

- First draft report due to steering committee
- Interaction with HLC/NCA regarding team competencies and site visit.

Spring/Summer 2011 –

- First draft of self study report and receive public feedback

Fall 2011 –

- Visit by peer reviewer
- HLC/NCA responds to first draft
- Produce final report

Spring 2012 –

- Site visit and response to review

The College does not anticipate any problems or concerns during this accreditation process.

The anticipated overall cost of the self-study, travel, etc. will be approximately \$60,000 - \$65,000.

Outcomes Assessment

Chris Heyer, Chair of the Student Outcomes Assessment (SLOA) committee and Adjunct Faculty Coordinator, presented the Assessment Quality Enhancements 2008-2009 for the College District (refer to handout). Listed below is a summary of highlights that were shared:

- For the first time in Yavapai College's history, there was 100% reporting on the Beginning/Year-end Plan for all divisions.
- The SLOA committee created the first annual "Assessment Friday," which is held on the third Friday in February to ensure discussion at division meetings on assessment in general, assessment plans/revisions/changes, budget needs based on any findings, follow-up with faculty to ensure data has been captured for courses and programs and any assessment barriers.
- Assessment information, data, and analyses have improved by 300% for 2008-2009 over previous years.
- The assessment process has been tied into the budget process.
- Assessment results are reviewed by individuals outside the assessed discipline.
- Assessment Findings and Trends (District-wide Coordination and Communication and Assessment Reporting) will be important to note and track as the accreditation review approaches.

The Board commended the Committee members for their efforts.

18. Request from Yavapai Regional Medical Center's Administration to Discuss Their Strategic Planning Process for 2010-2013 – Information and/or Discussion

Since the Board was running ahead of schedule, this item was tabled until the necessary speakers arrived. A description of the discussion that was held regarding this item appears later in these minutes.

19. Monitoring Reports – Heading

20. Receipt of President's Operational Metrics to Support the Board's Ends – Policy 1.5.3 – Monitoring and/or Discussion

Dr. Horton referred to the thorough assessment analysis previously reported by Chris Heyer and mentioned that this process will ultimately lead to the success of the College's transfer students.

Dr. Horton reported compliance to Policy 1.5.3.

21. Receipt of President's Monitoring Report – Policy 2.4 – Financial Planning and Budgeting (semi-annual) – Monitoring and/or Discussion

Dr. Horton reported compliance to Policy 2.4 – Financial Planning and Budgeting (semi-annual).

22. Receipt of President's Monitoring Report – Policy 2.6 – Asset Protection – Monitoring and Discussion

Dr. Horton reported non-compliance on Policy 2.6.2 with regard to Liability. The College is in the process of defending an employee lawsuit, and non-compliance is being reported due to a potential financial obligation. Due to confidentiality, this matter cannot be discussed publicly.

Dr. Horton reported compliance to following subsections of Policy 2.6: Policy 2.6.1 – Asset Protection, 2.6.3 – Intellectual Property, 2.6.4 Controls, 2.6.5 – Operating Capital, 2.6.6 – Public Image.

23. Ownership Linkage – Heading

24. Reports from Board Liaisons –AADGB (Arizona Association of District Governing Boards); Yavapai College Foundation; Yavapai Combined Trust – Information and/or Decision

AADGB (Arizona Association of District Governing Boards) Report –

Dr. Fitzner reported that the next AADGB meeting is scheduled for Monday, June 29, 2009, from 10:00 a.m. – 2:00 p.m. at Rio Salado College. The agenda topics are the election of new officers and goal setting.

Foundation Report -

Dr. McCarver shared a video that was created by Dr. Horton specifically for the Foundation's annual luncheon meeting that took place on Wednesday, June 10, 2009. There was an election of new officers and board members. The Foundation has had a very successful year in these difficult economic times. Jean Phillips was presented the first ever YC/Foundation Presidents' award in recognition for her lifetime achievements. Dr. McCarver gave a brief College update at the Foundation meeting.

Yavapai Combined Trust -

In the absence of Mr. Leon, Rose Hurley, Director of Human Resources, reported that Yavapai Combined Trust had a meeting on June 5, 2009.

Listed below is a summary of highlights:

- Two more vendors were approved;
- A new Trust agreement and bylaws have been created;

- The Trust has decided to issue a request for proposal for consulting services.

18. Request from Yavapai Regional Medical Center’s (YRMC) Administration to Discuss Their Strategic Planning Process for 2010-2013 – Information and/or Discussion

Mr. Tim Barnett, CEO of Yavapai Regional Medical Center (YRMC), and Mr. Oren Thompson, Chairman of YRMC Strategic Planning committee and Vice Chair of YRMC Board, requested to meet with the Board to gather input that will assist YRMC in developing their next 3-year Strategic Plan for 2010-2013. YRMC teams are soliciting information from various Boards throughout the community. The doctors, nurses, and medical staff are also being surveyed as part of this process. Once the plan is complete, the College will receive a copy of the final product.

Question 1. – In the Eyes of the community, what does YRMC do especially well? (“What I want to hear and things I need to hear.”)

- Dr. Fitzner – He had the opportunity to tour the new Prescott Valley hospital campus. He was quite impressed with the services offered, staff, and doctors.
- Mr. Harrington – The staff is very professional. He had a very positive experience with a family member who needed emergency treatment. He asked that the hospital consider partnering with local businesses, such as grocery stores, to make it easy to send hospital staff gift baskets in appreciation of their services and efforts.
- Dr. McCarver - She has noticed a number of nice letters that have been written to the editor in the *Daily Courier*. She also noted the hospital’s community outreach education, and suggested that if it is working well, it should be continued. The College has a good, positive relationship with the hospital related to the nursing education. The College is really interested in Allied Health. The hospital appears to have a positive image.

Question 2 – If you could change one thing, just one thing, about YRMC, what would it be?

- Mr. Harrington – The College and hospital have to find a way to work out an understanding and determine the needs for the nursing and medical professional education and how to support those programs despite fluctuations in the state budget and political imperatives regarding need at a particular time. What can we do to provide support to these disciplines? What do we do collectively to sustain an appropriately-sized training program in these disciplines? How do we pay for this, and how do we get out from under the dependency of sales tax revenues from the State?
- Dr. McCarver - The College has a good program for nursing training. The College had some fabulous grant funding that is now gone. At the State’s behest, the College doubled the size of its program, but they did not produce any funding for this mandate and there was no grant funding to cover it. In the past, the hospital has had issues with staffing, particularly being able to keep enough of the hospital open because of nursing positions being unstaffed. Perhaps the College and hospital need a different type of partnership or working relationship to try to address these issues and to figure out how to support nursing education in a sustainable way.
- Dr. Fitzner - Do you have any grant sources or fundraising options?
- Mr. Harrington - Right now, the nursing demand is not as high as it was. In 18 – 24 months, that may change. How does the College maintain a steady supply of nurses to meet the hospital’s needs through both times of higher and lower demand.
- Mr. Thompson mentioned the idea of partnerships, looking for unique solutions and reducing reliance on temporary funding. Dr. Horton emphasized the importance of the College knowing the results of the process so the College and hospital can continue to work together.

25. Other Information – Heading

26. Correspondence to the Board – Receipt

Letters of appreciation for scholarship awards were received from the following individuals:
Rachel Brown, Sharon Keefer, Zachary Parsons, James Patrick, Bryan Rockenbach, Eric Ruiz, Robin Tieman, Autumn Tott and Rebecca Van Over.

27. Dates and Places of Future Meetings – Discussion and/or Decision

June 29, 2009 – Monday, Arizona Association of District Governing Boards (AADGB), Maricopa Community College District Office

July 24, 2009 – Friday, Yavapai Combined Trust, City of Prescott, 9:00 a.m. – 12:00 p.m.

August 11, 2009 – Tuesday, Regular Board Meeting, Sedona Center for Arts & Technology, Sedona, AZ, 1:00 p.m.

September 8, 2009 – Tuesday, Working Lunch Workshop and Regular Board Meeting, Location - TBD

October 7 -10, 2009 – Wednesday – Saturday, Association of Community College Trustees (ACCT) 40th Annual Leadership Congress, San Francisco, California

October 13, 2009 – Tuesday, Regular Board Meeting followed by a Community Forum, Location – TBD. Board meeting – 2:00 p.m., Refreshments – 5:30 p.m., Community Forum – 5:30 p.m. – 7:00 p.m.

October 23, 2009- Friday, Yavapai Combined Trust, City of Prescott, 9:00 a.m. – 12:00 p.m.

November 10, 2009 – Tuesday, Regular Board Meeting, Location: TBD, 1:00 p.m.

December 8, 2009 – Tuesday, Annual Board Retreat and Board Meeting, Location TBD. Retreat – 9:00 a.m. and Board meeting 2:00 p.m.

Discussion followed:

- **September 8, 2009 workshop meeting will begin at 10:30 a.m.**

- **Community Forum – October 13, 2009** – At the May 2009 Board meeting, Mr. Leon suggested having the community forum include the areas of Mayer, Cordes Junction, and Dewey/Humboldt. Discussion could revolve around ideas for the remaining master plan money designated for that area, revisit needs of those communities and in alignment with the Mountain Institute, determine how the College/communities are going to meet the needs of these smaller communities with telecommunication. Another alternate Community Forum location suggestion was Prescott Valley, in light of the opening of the NAU/YC Regional University. Mr. Harrington proposed that Institutional Research develop a list of potential sites for community forums based on population densities.
Discussion was tabled for further research. The Board will decide at a later meeting where the October 13, 2009 Community Forum will be held.

- **November 10, 2009 Regular Board meeting** – Location will be discussed and determined based on the location of the October Community Forum.

- **December 8, 2009 Annual Board Retreat/Regular Board Meeting** will take place at Prescott Campus.

28. Adjournment of Regular Meeting – Procedural

Mr. Harrington moved, seconded by Dr. Fitzner, that the meeting be adjourned. The motion carried unanimously.

The meeting was adjourned at 3:14 p.m.

Respectfully submitted:

_____/S/_____
Marilyn Yetter, Recording Secretary
Reviewed by Attorney Lynne Adams

Date Approved: August 11, 2009

_____/S/_____
Dr. Patricia McCarver, Chair

_____/S/_____
Mr. Herald Harrington, Board Secretary

*Board agenda, packet materials, handouts from meeting are on file in the District Office and posted on the College website: www2.yc.edu.
The mission of Yavapai College is to provide cost-effective, convenient learning opportunities for the diverse populations of Yavapai County.*