



**Yavapai College District Governing Board  
Regular Board Meeting  
Unapproved Minutes of Regular Meeting  
Tuesday, April 23, 2019  
1:00 PM  
Rock House, Prescott Campus  
Prescott, Arizona**

District Governing Board meeting recordings may be viewed on CableOne Access 13 or the Yavapai College Website. CableOne Access 13 records all regular board meetings for subsequent broadcast and the schedule is available on the Access 13 website at <http://www.access13.org>. The District Governing Board agenda, packet materials, handouts, and minutes are on file in the District Office and posted on the College website along with regular board meeting recordings posted approximately 12 days after each meeting at <http://www.yc.edu/v5content/district-governing-board/>.

**Members Present:**

|                                  |                                     |
|----------------------------------|-------------------------------------|
| Mr. Ray Sigafoos, Chair          | Mr. Steve Irwin, Secretary          |
| Mr. Paul Chevalier, Board Member | Dr. Patricia McCarver, Board Member |
| Ms. Deb McCasland, Board Member  |                                     |

**Administration Present:**

|   |                             |
|---|-----------------------------|
| Dr. Lisa Rhine, President               | Lynne Adams, Board Attorney |
| Ms. Cindy Pemberton Executive Assistant |                             |

Other staff attending are on file in the District Office

**1. CALL TO ORDER - HEADING**

**2. Call to Order – PROCEDURAL**

Chairman Sigafoos called the Yavapai College District Governing Board meeting to order at 1:00 p.m.

**3. Pledge of Allegiance – PROCEDURAL**

Member Chevalier led the Pledge of Allegiance

**4. Welcome to Guests and Staff – PROCEDURAL**

President Dr. Lisa Rhine announced elected officials from the Town of Camp Verde, Vice Mayor Dee Jenkins, Councilman Buck Buchanan, Councilman Bill LaBeau, Joe Butner. From the Town of Clarkdale, Councilman Bill Regner. From the City of Cottonwood Mayor Tim Elinski and Councilmember Tosca Henry. From the Yavapai Apache Nation Jane Russell Winiecki. From the City of Sedona, Mayor Sandy Moriarty, Councilman Scott Jablow and Councilmember Jessica Williamson. Chair Sigafoos welcomed all guests and staff.

**5. Approval of the District Governing Board March 5, 2019 Regular Meeting Minutes and March 20, 2019 Executive Session Minutes**

Member McCasland requested all electronic attachments not in the Board document, be uploaded on the website.

Member McCasland moved, seconded by Member Irwin, to approve the District Governing Board March 5, 2019 regular meeting minutes as written. Motion carried unanimously. (Chevalier, Irwin, McCarver, McCasland, Sigafoos voting in favor).

Member McCarver moved, seconded by Member Irwin, to approve the District Governing Board March 20, 2019 executive session meeting minutes as written. Motion carried unanimously. (Chevalier, Irwin, McCarver, McCasland, Sigafoos voting in favor).

**6. Adoption of Agenda – DECISION**

Member McCarver moved, seconded by Member McCasland, to adopt the agenda as written. Motion carried unanimously. (Chevalier, Irwin, McCarver, McCasland, Sigafoos voting in favor).

**7. Recognition of Faculty Emeritus Awardees for 2019: Paul Ewing, Diana Dwan and Cindy DeCecco – INFORMATION AND DISCUSSION**

Dr. Ron Liss, Vice President for Instruction and Student Development introduced Joan Fisher, Dean who announced and acknowledged the awardees of Faculty Emeritus, Mr. Paul Ewing and Ms. Cindy DeCecco. Scott Farnsworth, Dean announced and acknowledged Diana “Di” Dwan for recognition of their exemplary service to Yavapai College.

**8. MONITORING REPORT - HEADING**

**9. March Board Meeting Evaluation – INFORMATION AND DISCUSSION**

No comments given at this time.

## **10. OWNERSHIP LINKAGE**

### **11. Open Call – Procedural**

Bob Oliphant – Discussed an analysis for the Southwest Wine Center and recommended a solar farm.

Ruth Wicks – Discussed secondary outreach with Manzanita Outreach, ending hunger with the Verde Valley Collaboration and addressed concerns regarding buildings being built in the Verde Valley

Joe Butner – Requested that the Board consider collaborating with Camp Verde Schools for vocational education – specializing in an Equine and Agricultural technical education program.

Tim Elinski – Discussed the importance of trade programs for the Verde Valley and discussed the shortage and crisis situation for needs regarding trades.

Karen Strauch - Spoke on behalf of trade and CTEC program for the Verde Valley. The Verde is still waiting on more equitable distribution of funds. The Verde Valley needs technical programs.

Ernie Strauch – Discussed the importance of a CTEC center in the Verde Valley. Promises were made to emphasize needs in the Verde Valley and feels the promises were largely unfulfilled.

Carol German – Requested the Board to consider centralization in programming for the Verde Valley Academy with the budget.

Scott Jablow – Discussed the importance and value in trade programs. Prescott has had Career Tech Institute and shared the importance and need of trade classes.

Sandy Moriarty – Shared, on behalf of the City of Sedona, to encourage a technical career facility for the Verde Valley.

Jessica Williamson – Requested the Board find a way for the Verde Valley to have Economic Development and CTEC.

Jane Winiecki – Welcomed the Board and President. Shared about the possibilities of Yavapai College and would like the Verde Valley Campus to be vibrant again.

Barbie Duncan – Welcomed the Board and President Dr. Rhine. The Community is here to support Yavapai College and thanked the Board for choosing Dr. Rhine's Leadership.

Bill Regner – Shared the need for CTEC and efforts in designing building L. The Verde Valley needs a centralized and comprehensive CTE facility and program.

Judy Culver – Provided details regarding the Blowout Wash Trail System.

Richard Dahl – Shared and cited the critical need for a career and technical education and workforce development.

Helaine Kurot – Shared the need for CTEC to bring more programs to the Verde Valley.

### **12. CONSENT AGENDA – HEADING**

#### **13. Receipt of Report on Revenues and Expenditures – March 2019 - RECEIPT, DISCUSSION, AND/OR DECISION**

#### **14. For Consideration for Approval of the Intergovernmental Agreement Between Yavapai College and the Superior Court in Yavapai County and Yavapai County Juvenile Court Center to provide a Youth Summer Training and Enrichment Program (YouthSTEP) – RECEIPT, DISCUSSION AND/OR DECISION**

#### **15. For Consideration for Approval of the Non-Funded Participating Agreement between the Yavapai County Community College District and the USDA Forest Service Prescott National Forest – RECEIPT, DISCUSSION AND/OR DECISION**

#### **16. For Consideration for Approval of the Yavapai County Community College District – Waiver of Conflict of Interest Regarding and Agreement with Yavapai County for Student Clinical Training Services at the Community Health Center of Yavapai**

Member McCarver moved, seconded by Member Irwin, to approve the Consent Agenda as written.

Motion carried unanimously. (Chevalier, Irwin, McCarver, McCasland, Sigafos voting in favor).

### **17. INFORMATION HEADING**

#### **18. Information from the President to Include: Years of Service Recognition, Board of Supervisors Meeting, Verde Valley Campus Updates; Building L Progress and Trail Systems, Budget to Actual Monthly Report; Cash Reserves Monthly Report; College Highlights; Facilities Highlights for March and April of 2019, and Other Related Information - INFORMATION AND/OR DISCUSSION**

Dr. Lisa Rhine presented on Years of Service Recognition and the Board of Supervisors meeting. Dr. Perey, Executive Dean and Campus Executive Officer for the Verde Valley Campus provided updates on the progress of Building L and the Trail System. Dr. Perey shared details on Economic Development and Career Technical Education (CTE). Career Technical Education needs to identification in terms of the types of education. Member McCasland stated that we need more CTE and the Verde Valley is prime and ready for the residents of the Verde Valley for capital improvements.

**19. Update from Instruction and Student Development to include: Faculty Senate; Student Leadership Council, Academic Calendar- INFORMATION AND/OR DISCUSSION**

Dr. Liss and Selena Bliss on behalf of Matt Percy shared, that faculty currently has a workgroup that is looking to have workable solutions regarding committees. A Standards Committee has recommended faculty to conduct a trial Open Education Resources OER to help catalog. Looking forward to the evening of recognition. Member McCarver asked about the dates.

Members of the Student Leadership Council Matthew Crocker, Holly Mainheart and Carissa Bond, provided details on School of Career and Technical Education, Lifelong Learning, Office of Instructional Support, Student Development, and shared their experience of the decision to return to school and attend a nursing program.

**20. SHORT RECESS - PROCEDURAL**

Meeting recessed at 2:27 p.m.; reconvened at 2:38 p.m.

**21. POLICY - HEADING**

**22. Consideration of the Preliminary Budget FY 2019-2020 – INFORMATION AND/OR DISCUSSION**

Dr. Ewell provided the Yavapai College Preliminary Budget including: the General Fund by NACUBO Function, General Fund Expenditures including, Public Service, Scholarships, Physical Plant Op/Maintenance, Student Services, Institutional Support/Admin, Academic Support; Instruction; Tuition and Contingency and the Capital Improvement Plan.

Member Chevalier shared concerns about a year delay for the Verde Valley Capital Budget; Member McCarver shared the need for CTEC now and is in full support of renovating L and looking at other locations for CTEC. Proceed with the project assessing how to identify the trades that are necessary that benefit the Verde Valley. Member Chevalier asked for a commitment to have a plan begin for trades that work well in Prescott that could potentially work in the Verde. Member McCasland requested handouts to be available for PowerPoint presentations.

**23. MONITORING REPORTS (CONTINUED) – HEADING**

**24. Receipt of the Presidents Monitoring Report – Executive Limitation 2.5 Financial conditions and Activities MONITORING AND/OR DISCUSSION**

Member Irwin asked Board Attorney Adams about scenarios regarding what is allowable for the President without the approval of the Board. Board Attorney Lynne Adams stated it would have be for College related purposes.

Member McCarver moved, seconded by Member Chevalier, to approve the Executive Limitation 2.5 policy and its sub policies. Motion carried unanimously. (Chevalier, Irwin, McCarver, McCasland, Sigafos voting in favor).

**25. Receipt of Board Self-Evaluation Governance Policy 2.6 – Board Members Code of Ethics – MONITORING AND/OR DISCUSSION**

Member Irwin moved seconded by Member McCarver, to approve the 2.6 Board Members Code of Ethics and its sub policies. Motion carried unanimously. (Chevalier, Irwin, McCarver, McCasland, Sigafos voting in favor).

**26. Content review of Board/President Linkage Policy 3.4 – Monitoring President Performance - MONITORING, AND/OR DISCUSSION**

Member Chevalier shared that the policy is limited as written and needs to be expanded regarding policy 3.4.3. Member McCasland stated the Board needs to have more input regarding 3.4.2.2.

**27. Receipt of Board Self Evaluation for Board – President Linkage Policy 4.7 President Succession - MONITORING, AND/OR DISCUSSION**

Chairman Sigafos stated the policy for the 4.7 policy is for short-term purposes and not for

permanent replacement. Member Chevalier stated that considerations are needed to change the verbiage, as it does not read appropriately. Board Attorney stated that recommended changes for the Board policies could be changed at a future date.

**28. President's Evaluation Process – DISCUSSION AND/OR DECISION**

Dr. Lisa Rhine shared that a four month entry plan summary would be completed by Friday and would be shared with the Board via correspondence. Board Attorney Adams will compile the results for the Board Members.

**29. OWNERSHIP LINKAGE - CONTINUED – HEADING**

**30. Reports from Board Liaisons – Board Spokesperson; Arizona Association for Community College Trustees (AACCT); and Yavapai College Foundation - INFORMATION, AND/OR DISCUSSION**

- Board Spokesperson – Chairman Sigafos –No reports at this time.
- Arizona Association for Community College Trustees (AACT) – Member McCasland reported that the AACT is holding a State meeting in Prescott, September 6-7, 2019. All members of the Board are welcome to attend. Member McCasland informed Dr. Rhine about sponsoring the event. Dinner and visits to the winery will be included.
- Yavapai College Foundation – Member Irwin reported on the Yavapai College Foundation, discussed the Family Enrichment Center and share their excitement about the new scholarships.

**31. OTHER INFORMATION - HEADING**

**32. Planning of September 2019 District Governing Board Retreat – DISCUSSION AND/OR DECISION**

Considerations were made to hold a retreat meeting on August 13, 2019. Member of the Board collectively agreed to hold the retreat at the Verde Valley Campus on August 13, 2019.

**33. ADJOURNMENT OF REGULAR MEETING - PROCEDURAL**


Member McCarver moved, seconded by Member Irwin, to adjourn the meeting. Motion carried unanimously. (Chevalier, Irwin, McCarver, McCasland, Sigafos voting in favor).

Regular meeting adjourned at 4:13 p.m.

  
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Ms. Cindy Pemberton, Recording Secretary

  
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Mr. Ray Sigafos, Chair

Date: May 14, 2019

  
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Mr. Steve Irwin, Secretary

*Board agenda, packet materials, handouts from meeting are on file in the District Office and posted on the College website: [www.yc.edu](http://www.yc.edu).  
The mission of Yavapai College is to provide quality higher learning and cultural resources for the diverse populations of Yavapai County.*