



Yavapai College District Governing Board

Approved Regular Board Meeting Minutes

Tuesday, October 08, 2019

1:00 PM

District Governing Board Regular Meeting

Verde Valley Campus

601 Black Hills Drive, Building M, Room 137

Clarkdale, Arizona 86301

Members Present:

Mr. Ray Sigafoos, Chair

Mr. Steve Irwin, Secretary

Dr. Patricia McCarver, Board Member (attended via telephone beginning at 3:00 p.m.)

Ms. Deb McCasland, Board Member

Mr. Paul Chevalier, Board Member

Administration Present:

Dr. Lisa B. Rhine, President

Atty. Lynne Adams, Board Attorney

Other staff attending are on file in the District Office

1 CALL TO ORDER - HEADING

2 Call to Order – PROCEDURAL

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

3 Pledge of Allegiance – PROCEDURAL

The Pledge of Allegiance was led by Member McCasland.

4 Welcome to Guests and Staff – PROCEDURAL

None to present.

5 Approval of the Minutes from the September 9, 2019 District Governing Board Retreat and the September 10, 2019 District Governing Board Regular Meeting - DISCUSSION AND DECISION

Member McCasland moved, seconded by Member Irwin to approve the District Governing Board Minutes from the September 9, 2019 District Governing Retreat and the September 10, 2019 District Governing Regular Board Meeting. Motion carried unanimously (Chevalier, Irwin, McCasland, Sigafoos voting in favor).

6 Adoption of Agenda – DECISION

Board Chair Sigafoos requested a change to the agenda; item # 32 (Consider two-year renewal of Osborn Maledon contract for governing board legal counsel. - INFORMATION, DISCUSSION, AND/OR DECISION.) will be moved to follow item #36 on the agenda.

Member Irwin moved, seconded by Member McCasland to adopt the agenda with the change requested by Chair Sigafoos. Motion carried unanimously (Chevalier, Irwin, McCasland, Sigafoos voting in favor).

8 Open Call – PROCEDURAL

The following owners addressed the Board:

- Ruth Wicks - Tuition (requesting that the Board consider not raising tuition rates, but instead lowering them)
- Bob Weir - CTED Partnership with Yavapai College (Thank you for the CTE program and discussed Dual Enrollment)

10 September Board Meeting Evaluation - INFORMATION AND/OR DISCUSSION

The Board had a discussion on operating ethically and goals supporting student learning and student success.

11 Receipt of Report on Revenues and Expenditures - Month of August 2019 - RECEIPT, DISCUSSION, AND/OR DECISION

Chair Sigafoos noted that there is no Consent Agenda this month. Instead, he asked Dr. Ewell to give a report on the timing of Revenues and Expenditures information.

Dr. Ewell discussed the reporting to the Board about the Budget.

Chair Sigafoos confirmed that the financial report given in this board meeting is for August 2019.

13 Information from the President to Include: Budget to Actual Monthly Report; Cash Reserves Monthly Report; Arizona Community Colleges Budget to Actual; Retirement of a Vice President; Enrollment Update - INFORMATION AND/OR DISCUSSION

Dr. Rhine informed the Board of the additional information that will be given to them beginning in November: General Fund's Top 10 Expenses, and Prior Year Expenses for comparison.

Dr. Ron Liss will retire on January 24, 2020. Dr. Rhine thanked him for his years of service. Chair Sigafoos wished Dr. Liss all the best of luck in his retirement.

Dr. Liss gave a presentation on current College enrollment.

Dr. Rhine informed the Board that the College Highlights and Facilities Management Newsletter can be found on the Yavapai College website, on the President's web page.

14 Update on the Faculty Senate - INFORMATION AND/OR DISCUSSION

Dr. Jennifer Jacobson, President of the Faculty Senate, gave a presentation on the current committees established by the Faculty Senate and their focus for this year. She also reported on the Riders Read Events for Fall 2019. The book selected is The Immortal Life of Henrietta Lacks by Rebecca Skloot, and the dates of discussions were provided to the Board.

15 For Consideration for Approval of Proposed Scholarships, Tuition and Fees for Fiscal Year 2019-2020 - INFORMATION, DISCUSSION, AND/OR DECISION.

Dr. Ewell gave a presentation on the proposed scholarship, tuition and fees for fiscal year 2020-2021, including the recommended increases in tuition, fees and auxiliary services. He also provided information regarding additional discounts for the Senior Citizen Discount program and the Full Time Student Discount program.

Member Chevalier moved, seconded by Member McCasland to adopt the recommended scholarships (including discounts), tuition, and fees for the Fiscal Year 2020-2021. Motion was carried unanimously (Chevalier, Irwin, McCasland, Sigafos voting in favor).

17 Receipt of President's Monitoring Report - Executive Limitations 2.1 - Treatment of Employees - MONITORING, DISCUSSION, AND/OR DECISION

The second submission by the President of Monitoring Report for Policy 2.1 and Sub-policies.

Member Irwin moved, seconded by Member McCasland, we have read the President's Monitoring Report regarding Policy 2.1 and its subpolicies, we believe that the interpretation of the policy provided is reasonable, and we believe that there is sufficient evidence to support the conclusion of compliance with the policy. Therefore, I move that we accept the Monitoring Report for Policy 2.1 and its sub-policies. Motion carried unanimously (Chevalier, Irwin, McCasland, Sigafos voting in favor).

18 Receipt of President's Monitoring Report - Ends Statements - 1.1 Education Ends - MONITORING, DISCUSSION, AND/OR DECISION

Member McCasland moved, seconded by Member Irwin, we have read the President's Monitoring Report regarding Policy 1.1 and its subpolicies, we believe that the interpretation of the policy provided is reasonable, and we believe that there is sufficient evidence to support the conclusion of compliance with the policy. Therefore, I move that we accept the Monitoring Report for Policy 1.1 and its sub-policies. Motion carried unanimously (Chevalier, Irwin, McCasland, Sigafos voting in favor).

19 Receipt of President's Monitoring Report - Executive Limitations 2.3 - Compensation and Benefits - MONITORING, DISCUSSION, AND/OR DECISION

Member McCasland moved, seconded by Member Irwin, we have read the President's Monitoring Report regarding Policy 2.3 and its subpolicies, we believe that the interpretation of the policy provided is reasonable, and we believe that there is sufficient evidence to support the conclusion of compliance with the policy. Therefore, I move that we accept the Monitoring Report for Policy 2.3 and its sub-policies. Motion carried unanimously (Chevalier, Irwin, McCasland, Sigafos voting in favor).

20 Receipt of content Review of Board - Board - President Linkage Policy 4.2 Accountability of the President - MONITORING AND/OR DISCUSSION

The Board discussed the President Linkage – Policy 4.2.

21 Receipt of Board Self-Evaluation - Board - President Linkage Policy 4.3 Delegation to the President - MONITORING, DISCUSSION, AND/OR DECISION

The Board discussed the written input from the members. No decision from the Board was needed.

22 SHORT RECESS – PROCEDURAL

Meeting recessed at 2:31 p.m.; reconvened at 2:41 p.m.

24 Review this policy 2.8.1.4.2 Absence of the President - INFORMATION, DISCUSSION, AND/OR DECISION.

Member McCarver joined the board meeting by telephone.

Member McCasland moved, seconded by Member Irwin, to delete Board Policy 2.8.1.4.2 Absence of the President as duplicative of other board policies. Motion carried unanimously (Chevalier, Irwin, McCarver, McCasland, Sigafos voting in favor).

25 Review this policy 2.8.1.4 Incidental Information – INFORMATION, DISCUSSION, AND/OR DECISION.

Member Chevalier moved, seconded by Member McCarver, to adopt the edits to Board Policy 2.8.1.4 Incidental Information. Motion carried unanimously (Chevalier, Irwin, McCarver, McCasland, Sigafos voting in favor).

Approved Revised Policy 2.8.1.4: Let the Board be unaware of any incidental information it requires, including anticipated media coverage, actual or anticipated legal actions, material or

publicly visible internal changes or events, including changes in executive personnel, and significant illegal drug use.

26 Review policy 3.1.5 Continuity - INFORMATION, DISCUSSION, AND/OR DECISION.

Member Chevalier moved, seconded by Member McCasland, to table Board Policy 3.1.5 Continuity to the next Board meeting. Motion carried unanimously (Chevalier, Irwin, McCasland, Sigafos, McCarver voting in favor).

27 Review policy 3.2.1.2 Governing Policies - INFORMATION, DISCUSSION, AND/OR DECISION.

Member Chevalier moved to accept the proposed revision to Policy 3.2.1.2. The motion failed for lack of a second.

28 Review policy 3.5.1 Job Output - INFORMATION, DISCUSSION, AND/OR DECISION.

Member Chevalier withdrew his previously proposed edits. The Board discussed additional edits suggested orally by Member Chevalier.

Member Chevalier moved, seconded by Member McCasland, to adopt the edits to Board Policy 3.5.1 Job Output. Motion carried with 4 yes and 1 no vote (Chevalier, McCarver, McCasland, Sigafos in favor and Irwin voting against).

Approved Revised Policy 3.5.1: The job output of the Chair shall be to see that the Board behaves consistent with its own policies and those imposed upon it by law and regulation.

29 Review policy 4.1.2 Requests from Board Members and Board Committees - INFORMATION, DISCUSSION, AND/OR DECISION.

There was no motion on this item. Therefore, the Board Policy 4.1.2 Requests from Board Members and Board Committee will not be revised at this time.

30 Review policy 4.7 President Succession - INFORMATION, DISCUSSION, AND/OR DECISION

Member Chevalier moved to revise the final paragraph of the proposed policy to remove the need for a widely advertised search. The motion failed for lack of a second.

Member McCasland moved, seconded by Member Irwin, to adopt the revisions to Board Policy 4.7 President Succession. Motion carried unanimously (Chevalier, Irwin, McCarver, McCasland, Sigafos voting in favor).

Approved Revised Policy 4.7: In order to protect the College from sudden loss of Presidential services, the President shall have a written

plan to address the President's short-term or long-term absences from the College. The plan shall be shared with College administration and Board. The President's plan shall include a least the following provisions:

- * For a planned short-term absence, at least one other senior member of the executive leadership team who is familiar with Board and Presidential issues and processes shall be available at the College during the absence. Prior to the President's absence, the President will empower that individual to take whatever action is necessary during the absence.
- * During planned short-term absences, the President's whereabouts shall be available through the Presidents' executive assistant and known by all members of the executive leadership team and the Board.
- * For an unplanned long-term absence, the Board shall appoint one senior member of the executive leadership team to serve as Acting President during the President's absence. In the event an absence becomes permanent, the Board shall select the President's replacement after a widely advertised search according to such terms as are approved by the Board.

- 31 Review the Board's Annual Calendar and the FY20 Budget Work Session- INFORMATION, DISCUSSION, AND/OR DECISION.
Dr. Ewell presented the January 2020 Budget Workshop Agenda to the Board.

Member Irwin moved, seconded by Member McCasland, to move the Tuesday, January 14, 2020 Board Budget Workshop and Regular Board Meeting to Tuesday, January 21, 2020 and to approve receiving the financial report one month in arrears. Motion carried unanimously (Chevalier, Irwin, McCarver, McCasland, Sigafos voting in favor).

Member Chevalier moved, seconded by Member McCasland to review and discuss the Board Budget at the Tuesday, February 11, 2020 Regular Board Meeting. Motion carried unanimously (Chevalier, Irwin, McCarver, McCasland, Sigafos voting in favor).

- 32 Consider two-year renewal of Osborn Maledon contract for governing board legal counsel. - INFORMATION, DISCUSSION, AND/OR DECISION.

Matter discussed below after Agenda Item 36, pursuant to earlier Board vote.

- 33 To Review the Outstanding Policy Revisions. - INFORMATION AND/OR DISCUSSION.

The Executive Assistant to the Board will organize the Board's availability with the Facilitator.

35 Reports from Board Liaisons - Board Spokesperson; Arizona Association of Community College Trustees (AACCT); and Yavapai College Foundation - INFORMATION AND/OR DISCUSSION

Member McCasland will provide additional information about the breakfast at the ACCT Conference in San Francisco to the Executive Assistant to the Board for publication to the attendees and the information on the ACCT in Tucson, AZ.

36 District Governing Board Proposed Dates and Places of Future Meetings - DISCUSSION AND/OR DECISION

The Board already made decisions regarding these issues in connection with Agenda Item 31.

32 Consider two-year renewal of Osborn Maledon contract for governing board legal counsel. - INFORMATION, DISCUSSION, AND/OR DECISION.

Attorney Lynne Adams left the Board Meeting to allow the Board to discuss the Board's contract with Osborn Maledon, P.A., the Board's legal counsel.

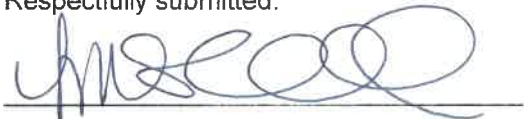
Member McCarver moved, seconded by Member Chevalier, to renew the Board's legal counsel contract for two years (from January 1, 2020 through December 31, 2021) with Osborn Maledon P.A., and move forward with trying to find ways to reduce cost if possible. Motion carried unanimously (Chevalier, Irwin, McCarver, McCasland, Sigafoos voting in favor).

37 ADJOURNMENT OF REGULAR MEETING - PROCEDURAL

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

Regular meeting adjourned at 4:30 p.m.

Respectfully submitted:

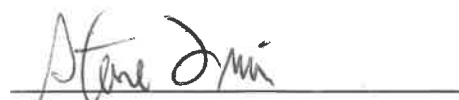


Ms. Yvonne Sandoval, Recording Secretary

Date: 11/12/2019



Mr. Ray Sigafoos, Chair


Mr. Steve Irwin, Secretary