

**Yavapai College**  
District Governing Board  
Regular Meeting

Tuesday, September 27, 2022  
1:00 p.m.

**Rock House**  
**Prescott Campus**  
**1100 East Sheldon Street**  
**Prescott, Arizona 86301**

**Members Present:**

Ms. Deb McCasland, Board Chair  
Mr. Ray Sigafoos, Secretary  
Mr. Paul Chevalier, Board Member  
Mr. Mitch Padilla, Board Member  
Mr. Chris Kuknyo, Board Member

**Administration Present:**

Dr. Lisa B. Rhine, President  
Atty. Lynne Adams, Board Attorney  
Ms. Yvonne Sandoval, Executive Assistant

**MINUTES**

**RECORDING:** <https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=4a17900f-8022-4792-972a-af1d0176be7f>

1. General Functions: Procedural
  - a. Call to Order {Time: 1}  
Chair McCasland called the Yavapai College District Governing Board Regular meeting to order at 1:00 p.m.
  - b. Pledge of Allegiance {Time: 1}  
The Pledge of Allegiance was led by Board Member Padilla.
  - c. Adoption of Agenda – **DECISION** {Time: 1}  
**Secretary Sigafoos moved, seconded by Member Padilla, to adopt the District Governing Board Agenda. Motion carried unanimously. (Ayes: McCasland, Sigafoos, Chevalier, Padilla, and Kuknyo)**
  - d. Open Call – **INFORMATION** {Time: 10}  
No community members registered for open call.

2. Study Session

a. President's Reports **INFORMATION** {Time: 60}

i. Policy 205 Treatment of Students and Enrollment – Mr. Rodney Jenkins  
(Attached)

Mr. Rodney Jenkins, Ms. Tania Sheldahl, and Ms. Diana Dowling presented information regarding the College's compliance with Policy 205, the Treatment of Students and Enrollment, to the Board. Recorded discussion and comments are available and begin at time 1:45.

ii. College Council – Dr. Diane Ryan, Dr. Clint Ewell, and Mr. Rodney Jenkins

1. Faculty Senate – Dr. Karen Palmer (Attached)

2. Staff Association – Ms. Ginney Bilbray (Attached)

3. Student Government Association – Ms. Jamie Oltersdorf (Attached)

Dr. Diane Ryan, Ms. Ginney Bilbray, and Ms. Jamie Oltersdorf presented to the Board. Recorded discussion and comments are available and begin at time 29:46.

iii. Legislative Update Report – Mr. Rodney Jenkins (Attached)

Mr. Rodney Jenkins presented the Legislative Update Report to the Board. Recorded discussion and comments are available and begin at time 43:59.

iv. Budget to Actual Monthly Report and Cash Reserves Monthly Report  
(Attached)

v. 2022 Distinguished Budget Presentation Award from Government Finance Officers Association (GFOA) (Attached)

Dr. Lisa Rhine closed the President's Report with the Budget to Actual Monthly Report and Cash Reserves Monthly Report and the 2022 Distinguished Budget Presentation Award from Government Finance Officers Association. Recorded discussion and comments are available and begin at time 1:04:14.

**Short Recess – Meeting recessed at 2:05 p.m. and reconvened at 2:14 p.m.**

b. Yavapai College District Governing Board Membership Change -  
**INFORMATION AND DISCUSSION** – Board Member Mitch Padilla and  
Board Chair Deb McCasland {Time: 10}

i. Conflict of Interest Matter

ii. Appointment of Replacement

Board Member Mitch Padilla announced his resignation from the District Governing Board effective January 1, 2023. He is leaving because he will be taking on a judicial role as a Justice of the Peace, and he cannot serve in both positions. Chair McCasland indicated that she was elected to serve another term on the Governing Board representing District 2. Chair Deb McCasland discussed the appointment process for Member Padilla's replacement. Recorded discussion and comments are available and begin at time 1:06:27.

- c. Amendment to Capital Budget – **INFORMATION, DISCUSSION, AND DECISION** – Dr. Clint Ewell {Time: 10} *(Attached)*

Dr. Lisa Rhine and Dr. Clint Ewell presented information to the Board regarding the requested amendment to the Capital Budget, including the reasons for the requested amendment. The requested amendment would allow the College to begin work on the Digital Learning Commons on the Prescott and Verde Valley campuses, and to begin to explore housing options for the Verde Valley campus. Member Chevalier provided written information to the Board regarding the anticipated size of the Brewing and Distilling facility. Recorded discussion and comments are available and begin at time 1:12:00.

**Secretary Sigafos moved, seconded by Member Padilla, to amend the Capital Improvement Plan to move funding for the Digital Learning Commons projects from next fiscal year to this fiscal year and to begin exploration of housing in the east county, while not exceeding the previously approved amount of total funding for the current fiscal year for Capital Projects. Motion carried unanimously. (Ayes: McCasland, Sigafos, Chevalier, Padilla, and Kuknyo)**

- d. Errata to the May 17, 2022 District Governing Board Agenda for the April 12, 2022 Minutes - **INFORMATION, DISCUSSION, AND DECISION** – Atty. Lynne Adams {Time: 5} *(Attached)*

Atty. Lynne Adams presented information to the Board regarding an error on the May 17, 2022 District Governing Board Agenda, which listed the wrong month for the Board Minutes to be approved on the agenda, but included the correct minutes in the attachments. Recorded discussion and comments are available and begin at time 1:29:00.

**Member Kuknyo moved, seconded by Member Padilla, to re-approve the Board Regular Minutes for Tuesday, April 12, 2022. Motion carried unanimously. (Ayes: McCasland, Sigafos, Chevalier, Padilla, and Kuknyo)**

- e. Selection of the Voting Board Representative for Association of Community College Trustees (ACCT) Annual Leadership Congress **INFORMATION, DISCUSSION, AND DECISION** – Board Chair Deb McCasland {Time: 5} *(Attached)*

Chair McCasland announced to the Board that Board Secretary Ray Sigafos was invited by the Association of Community College Trustees (ACCT) to be the Yavapai College's Board voting delegate, as ACCT's Sergeant-at-Arms at the Pacific Regional Caucus and at the Senate Elections. Recorded discussion and comments are available and begin at time 1:30:42.

**Member Chevalier moved, seconded by Member Kuknyo, to approve Board Secretary Ray Sigafos as Yavapai College's Board voting delegate, and as ACCT's Sergeant-at-Arms at both the Pacific Regional Caucus and at the**



**Senate Elections. Motion carried unanimously. (Ayes: McCasland, Sigafos, Chevalier, Padilla, and Kuknyo)**

- f. Board Liaisons' Reports - **INFORMATION AND DISCUSSION** {Time: 10}
- i. Board Spokesperson – Board Chair McCasland
  - ii. Arizona Association of Community College Trustee (AACCT) – Board Chair McCasland and Secretary Sigafos
  - iii. Yavapai College Foundation – Board Chair McCasland
- Chair McCasland presented on Board Spokesperson, Arizona Association of Community College Trustee, and the Yavapai College Foundation. Recorded discussion and comments are available and begin at time 1:32:38.

- g. Dates and Time of Future Meetings and Events - **INFORMATION AND DISCUSSION** {Time: 5}
- i. 2022-2023 Dates, Times, and Places of Future Board Meetings, Workshops, and Retreats (*Attached*)
  - ii. 2022-2023 Dates, Times, and Places of Future College Events (*Attached*)
  - iii. 2022-2023 Dates, Times, and Places of Future National, State, and Local Conferences (*Attached*)

The Board reviewed the dates of future meetings and events. The Boards' (District Governing and Foundation) Holiday Dinner is Wednesday, December 7, 2022, not Tuesday, December 7, 2022, as printed in the Board Agenda Packet. The Board reviewed the schedules for the College Events and other conferences. Recorded discussion and comments are available and begin at time 1:37:28.

3. Board Business

- a. Consent Agenda – **DECISION** {Time: 5}
- i. Board Budget Public Hearing Minutes – Tuesday, May 17, 2022 (*Attached*)
  - ii. Board Budget Adoption Minutes - Tuesday, May 17, 2022 (*Attached*)
  - iii. Board Regular Minutes - Tuesday, May 17, 2022 (*Attached*)
  - iv. Board Workshop Minutes – Tuesday, May 24, 2022 (*Attached*)
  - v. Board Executive Session Minutes – Tuesday, May 24, 2022
  - vi. Board Special Session Minutes – Tuesday, August 9, 2022 (*Attached*)
  - vii. Board Special Session Minutes – Monday, September 19, 2022 (*Attached*)
  - viii. Reinstatement of Yavapai County Community College District Non-Standardized Profit Sharing/401(k) Plan Adoption Agreement (*Attached*)
  - ix. Mohave County Community College District – Navajo County Community College District – Coconino County Community College District – Yavapai County Community College District Intergovernmental Agreement (*Attached*)
  - x. Renaming Bachelor of Applied Sciences (BAS) to Bachelor of Science (BS) in Organizational Management & Leadership (*Attached*)
  - xi. 2022-08 District Governing Board Resolution – 2022 Annual Budgeted Expenditure Limitation Report to the Arizona Auditor General (*Attached*)
  - xii. 2022-09 District Governing Board Resolution – 2023 Annual Budgeted Expenditure Limitation Report to the Arizona Auditor General (*Attached*)
  - xiii. Receipt of Report on Revenues and Expenditures for July 2022 (*Attached*)
  - xiv. 2022-2023 Association of Community College Trustees Contract (*Attached*)

- xv. Acceptance of President's Report on Policy 205 Treatment of Students and Enrollment

The Board moved to the Consent Agenda. Recorded discussion and comments are available and begin at time 1:42:16.

Member Chevalier moved, seconded by Secretary Sigafos, to remove Consent Agenda item 3.a.iii, Regular Board Meeting Minutes for May 17, 2022, and approve the remainder of the Consent Agenda items. Motion carried unanimously. (Ayes: McCasland, Sigafos, Chevalier, Padilla, and Kuknyo)

Recorded discussion and comments regarding the meeting minutes are available and begin at time 1:42:56.

Chair McCasland moved, seconded by Member Kuknyo, to approve the Regular Board Meeting Minutes for May 17, 2022.

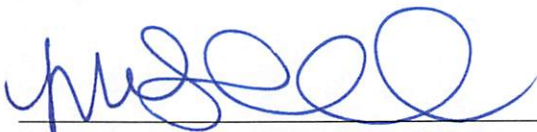
Member Padilla suggested an amendment to the motion, which would be to include only the first sentence regarding Mr. Sigafos's comments about agenda item 2.e so that the first paragraph of the minutes for that item would read "Mr. Sigafos spoke to the Board as the District Board Secretary."

Chair McCasland approved the amendment to the motion, which was seconded by Member Kuknyo. Motion passed 3 - 2 (Ayes: McCasland, Padilla, and Kuknyo; Nays: Sigafos and Chevalier)

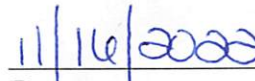
- 4. Adjournment of Board Regular Meeting: Procedural - **DECISION** {Time: 1}  
Member Kuknyo moved, seconded by Chair McCasland, to adjourn the Regular Board Meeting. Motion carried unanimously. (Ayes: McCasland, Sigafos, Chevalier, Padilla, and Kuknyo).

Regular Meeting adjourned at 3:09 p.m.

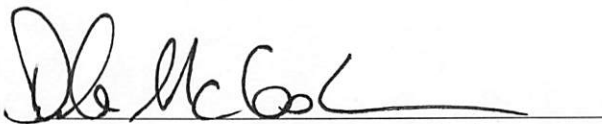
Respectfully submitted:



Yvonne Sandoval, Recording Secretary



Date



Ms. Deb McCasland, Board Chair



Mr. Ray Sigafos, Secretary