

Yavapai College
District Governing Board
Regular Meeting

Tuesday, October 18, 2022
1:00 p.m.

Room 214
Prescott Valley Campus
3800 North Glassford Hill Road
Prescott Valley, Arizona 86314

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

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=f53544ac-a413-4343-8814-af320187a4e6>

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 Kuknyo.
 - c. Adoption of Agenda – **DECISION** {Time: 1}
Secretary Sigafoos moved, seconded by Member Padilla, to change the order of the agenda with item 2.a.ii Athletic Presentation to be moved before item 2.a.i. 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. Athletic Presentation – Mr. Rodney Jenkins (*Attached*)

Mr. Rodney Jenkins introduced the Athletic Department and some athletes to the Board. Mr. Jenkins discussed the upcoming initiatives in athletics at Yavapai College. Recorded discussion and comments are available and begin at 1:30.

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. Laurence Fremy (*Attached*)

Dr. Karen Palmer, Ms. Ginney Bilbray, and Ms. Jamie Oltersdorf presented to the Board. Recorded discussion and comments are available and begin at time 17:25.

iii. Legislative 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 36:03.

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

Dr. Lisa Rhine closed the President's Report with the Budget to Actual Monthly Reports and Cash Reserves Monthly Report. Recorded discussion and comments are available and begin at time 47:40.

b. Yavapai College Retention Bonus for Fall 2022 - **INFORMATION, DISCUSSION, AND DECISION** – Dr. Clint Ewell {Time: 40} (*Attached*)

Dr. Clint Ewell presented on the proposed Yavapai College Retention Bonus for Fall 2022. Recorded discussion and comment are available and begin at time 48:52.

Dr Ewell presented on last year's bonus, and Member Chevalier asked a question on the performance bonus. Member Chevalier asked how the performance bonus was determined. Dr. Ewell stated that it was tied to the retention and completion rates. Member Chevalier did not want the amounts. He wanted to know how the college determined which employees got the bonus. Dr. Ewell stated that the college was able to award it to all full-time employees.

Chair McCasland stated that the county also gave its employees bonuses in the fall. She stated that it is so important to retain our employees.

Chair McCasland moved, seconded by Secretary Sigafos, to approve the retention bonuses for Fall 2022 as proposed.

Member Chevalier had more discussion on the motion. He stated that he wanted to give high raises but wanted the college to distinguish between the outstanding and

the average employees. Member Chevalier stated that the money should go into the base salary.

Member Padilla agreed that the amount of the bonuses proposed would not be significant to most employees. He recommended an educational grant for self-improvement that would be available to employees.

Member Padilla want to discuss the .4% breaking bread bonus that the college has already offered to employees, and which encourages staff to interact with students. Dr. Ewell explained how breaking bread is being initiated on the college campuses. Dr. Rhine stated that the college has “belonging” as one of the four strategic initiatives, and this bonus aligns with that initiative and helps staff and students to come back together after COVID. Dr. Rhine provided several examples on how breaking bread is a success.

Member Chevalier proposed an amendment to the motion: that the \$1,250.00 be added to each eligible employee’s base salary.

Dr. Rhine commented that although the college would love to provide a raise in the base salary, that is not possible, and Dr. Ewell will explain why. Dr. Ewell stated that it is a possibility, but it will affect next year’s raise and the amount of funding available for other college expenditures.

Secretary Sigafos provided comment on the inflation and that the salary increase is a bubble. He also stated that 75% of the cost to the institution is salary. Secretary Sigafos would like to have more information about the effect of adding the bonus amount to employees’ base salaries.

Member Chevalier withdrew his amendment.

Member Chevalier asked that the pending motion be voted down. He wanted to wait until next month when the college could provide more data about the impact of adding the bonus to employees’ base salaries and vote then.

Member Kuknyo commented that the college has good staff that have worked on this item for hours and this is what they recommended; he believed that the board should accept what they are bringing before us today.

Chair McCasland moved, seconded by Secretary Sigafos, to approve the retention bonuses for Fall 2022 as proposed. Motion carried unanimously (Ayes: McCasland, Sigafos, Chevalier, Padilla, and Kuknyo).

- c. **Preliminary Budget Assumptions & Proposed Scholarship, Tuition, Fees, and Discounts for Fiscal Year 2024 - INFORMATION, DISCUSSION, AND DECISION – Dr. Clint Ewell {Time: 20} (Attached)**

Dr. Clint Ewell presented on the preliminary Budget Assumptions, proposed scholarship, tuition, fees, and discounts for the fiscal year 2024. Recorded discussion and comments are available and begin at time 1:17:06.

Chair McCasland commented on the tax rate for the county. Dr. Ewell stated that over the last five years, the college has paid off the long-term secondary property tax and that has brought the amount of taxes people pay to Yavapai College down.

Member Chevalier asked if the Board was going to decide on the tax level today? Dr. Ewell stated no.

Member Kuknyo asked which account the \$700,000 for the retention bonus came from. Dr. Ewell stated cash reserves – saving account.

Member Padilla commented that universities will be offering associates degrees, and universities will be after our students. He has a lot of thoughts on the upper division tuition rates. His thought is that the college should be focused on keeping its general education credits to a minimal, and if it increases tuition, it should happen at for the bachelor programs.

Member Padilla asked why the college wasn't increasing out-of-state (WUE) tuition rates. Member Kuknyo asked wouldn't a majority of out-of-state (WUE) students be athletes? Dr. Ewell stated there are quite a few athletes, but the Board has already approved charging athletes the WUE rate. Member Kuknyo asked how many non-athlete WUE students does the college have? Dr. Ewell stated about 3% of the students.

Member Padilla asked why is the college offering WUE rates in the bachelor's degree for nursing for out-of-state students? The state has such a backlog for nurses, and the college is capping the admission. Dr. Marylou Mercado, Dean of Health Sciences, provided some enrollment statistics in nursing. She stated that for this cycle, the nursing department had 82 applications, and the department admitted 50 students who will begin in the Spring 2023 semester. Member Padilla asked why the college would offer WUE students' admission into Yavapai College's nursing program when it would be taking a seat from a local student. Dr. Mercado stated that the college reviews student applications, including whether they are county residents and test scores, for admission into the current program. Member Padilla asked if the college will be capping the admission of WUE students into the bachelor's degree program. Dr. Mercado stated that the college has just begun the conversation, and the bachelor's nursing degree criteria have not yet been decided. Dr. Mercado concluded by stating that Yavapai County residents will be served first, along with current college students. Member Chevalier asked if the statement that Dr. Mercado made about serving Yavapai County and current students first could be included into a policy for admission into the bachelor's nursing program.

Secretary Sigafos inquired about the potential tuition discounts and negotiations for companies with 500+ employees and noted that that is a small number of companies in the county. Dr. Ewell agreed and stated that in Yavapai County there about 10 or 12 companies that meet the criteria. Secretary Sigafos asked if that meant 500 employees in Yavapai County or in the state. Dr. Ewell stated that is to be

determined on the scope of what the company wants the college to provide to its employees – if just to employees of one store in the county, probably not, but to all the stores in the state, then probably yes.

Member Kuknyo moved, seconded by Member Padilla, to give Dr. Rhine and her staff the ability to negotiate discounts and to support the Earn to Learn Scholarship Program.

Secretary Sigafos asked a question about the motion. There is a proposed motion on page 53 of the Board Packet, which includes other items. He thinks Member Kuknyo's motion is out of order because it does not capture all of what is being asked by the college administration.

Member Kuknyo withdrew his motion.

Member Chevalier moved, seconded by Secretary Sigafos, to approve the scholarship, tuition, fees, and discounts for fiscal year 2024 as proposed by administration.

Member Padilla asked if the Fixed Airwing program increase of 2.5% falls within the G.I. bill and will allow veterans who want to take the program to pay for it. Dr. Ewell stated yes, their veterans' benefits would cover tuition.

Member Padilla asked how the college arrived at the dollar amounts for in-state tuition. Dr. Ewell stated that it goes back to the assumptions slide with the revenues and expenses, with trying to balance what the college is asking the students to pay in tuition with the community support through an increased tax levy. The college is asking for a 5% increase in both.

Member Padilla made an amendment to the motion: to remove a WUE tuition rate from the upper division nursing program. Member Chevalier did not accept the amendment.

Member Chevalier moved, seconded by Secretary Sigafos, to approve the scholarship, tuition, fees, and discounts for fiscal year 2024 as proposed by administration. Motion passed 4-1 (Ayes: McCasland, Sigafos, Chevalier, and Kuknyo; Nay: Padilla).

Short Recess – Meeting recessed at 3:05 p.m. and reconvened at 3:24 p.m.

d. **Yavapai College Housing Update - INFORMATION, DISCUSSION, AND DECISION** – Dr. Clint Ewell {Time: 20} *(Attached)*

Dr. Clint Ewell presented an update Yavapai College Housing. Recorded discussion and comments are available and begin at time 2:04:41.

Secretary Sigafos asked about the progress of the 3-D printing program. Mr. John Morgan provided an update on the 3-D printers, concrete supply shortages, and the program. Member Chevalier asked if the college was operating two 3-D printers. Mr. Morgan said only one printer. Member Chevalier asked if the college purchased one or two 3-D printers. Mr. Morgan stated that the college purchased two 3-D Printers: one printer is at the Career Technical Education Center, and in the summer, the second printer will be relocated to the Verde Valley campus. Member Kuknyo asked if the college has a committee looking into the different ideas for the housing. Member Kuknyo asked Mr. Jenkins if there was federal money to assist with the county's housing shortage. Mr. Jenkins stated that federal government has not had any discussion on this issue.

Dr. Ewell asked the Board as individual members which of the options would they like to see the college investigate. Chair McCasland selected Apartments for Non-Traditional Students, and Rental Housing & Apartments for Employees. Member Chevalier selected dorms for the eastside. Member Kuknyo selected the Rental Housing & Apartments for Employees that do not look like modular homes. Secretary Sigafos selected Rental Housing & Apartments for Employees. Member Padilla also selected Rental Housing & Apartments for Employees.

e. **District Governing Board Policies Review – INFORMATION, DISCUSSION, AND DECISION** – Board Chair Deb McCasland {Time: 20}

The Board discussed postponing agenda item 2.e, District Governing Board Policies Review, until a future board meeting. Recorded discussion and comments are available and begin at time 3:03:40.

Member Kuknyo moved, seconded by Member Padilla, to postpone agenda item 2.e District Governing Board Policies Review to a future board meeting. 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

Secretary Sigafos provided an update on the Yavapai College Foundation. Chair McCasland provided her updates on the Board Spokesperson and Arizona Association of Community College Trustee. Recorded discussion and comments are available and begin at time 3:07:53.

- 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*)

3. **Board Business**

- a. **Consent Agenda – DECISION {Time: 5}**
 - i. Board Regular Minutes – Tuesday, September 27, 2022
 - ii. Receipt of Report on Revenues and Expenditures for August 2022 (*Attached*)
 - iii. Intergovernmental Agreement between the State of Arizona Governor's Office of Youth, Faith and Family (*Attached*)
 - iv. Intergovernmental Agreement between Mountain Institute Career and Technology District #02 (*Attached*)
 - v. Intergovernmental Agreement between Valley Academy for Career and Technology District #01 (*Attached*)

Recorded discussion and comments are available and begin at time 2:55.20.

Member Chevalier moved, seconded by Secretary Sigafos, to remove Consent Agenda item 3.a.i, Regular Board Meeting Minutes for September 27, 2022, and approve the remainder of the Consent Agenda items. Motion passed 4-1 (Ayes: McCasland, Sigafos, Chevalier, and Kuknyo; Nay: Kuknyo).

Member Chevalier stated that he will continue to remove approval of the board minutes from the Consent Agenda until more information is added to the board minutes. He believes that Secretary Sigafos made an excellent point that the board minutes need to have more information. Secretary Sigafos understands that board staff is down to only one staff member. He hopes that position is filled soon and that the new staff person can add more information to the board minutes.

Chair McCasland moved, seconded by Member Kuknyo, to approve the Regular Board Meeting Minutes for September 27, 2022. Motion passed 3-2 (Ayes: McCasland, Kuknyo, and Padilla; Nays: Sigafos and Chevalier).

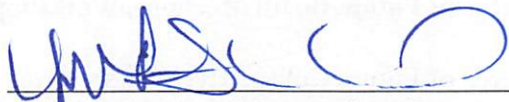
Chair McCasland noted that Secretary Sigafos is not disagreeing with the format for the Board minutes, it is the amount of content. Atty. Adams clarified with Members Sigafos and Chevalier that their votes are not regarding the accuracy of the board minutes but needing more information in the minutes.

- 4. **Adjournment of Board Regular Meeting: Procedural - DECISION {Time: 1}**

Secretary Sigafos moved, seconded by Member Padilla, to adjourn the Regular Board Meeting. Motion carried unanimously. (Ayes: McCasland, Sigafos, Chevalier, Padilla, and Kuknyo).

Regular Meeting adjourned at 4:31 p.m.

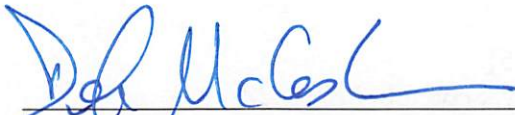
Respectfully submitted:



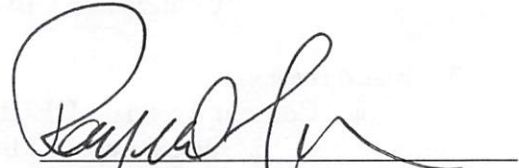
Yvonne Sandoval, Recording Secretary

11/15/2022

Date



Ms. Deb McCasland, Board Chair



Mr. Ray Sigafoos, Secretary