



**Regular Board Meeting
Agenda Summary
District Governing Board Regular Meeting
Monday, August 10, 2015
1:00 PM**

Rock House, Prescott Campus
1100 E. Sheldon Street
Prescott , AZ 86301

Pursuant to Arizona Revised Statutes (A.R.S.) §38-431.02, notice is hereby given to the members of the Yavapai College District Governing Board and to the general public that the Board will hold a public meeting, open to the public as specified below. The Board reserves the right to change the order of items on the agenda. One or more members of the Board may participate in the meeting by telephonic communication.

Pursuant to A.R.S. §38-431.03.A.2 and A.3, the Board may vote to go into Executive Session, which will not be open to the public, for legal advice concerning any item on the agenda or to review, discuss and consider records exempt by law from public inspection, including the receipt and discussion of information or testimony that is specifically required to be maintained as confidential by state or federal law. As indicated in the agenda, the Board may also vote to go into executive session, which will not be open to the public, to discuss specific agenda items.

Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting Karen Jones at (928)776-2307. Requests should be made as early as possible to allow time to arrange the accommodation.

Please note that agenda item times are for planning purposes only and do not necessarily reflect the actual time of the agenda item. When regular board meetings, public hearings (both truth in taxation and budget adoption public hearings) and budget adoption special meetings are scheduled for the same date, each hearing or meeting will begin immediately upon adjournment of the preceding hearing or meeting. Members of the public wishing to attend those subsequent hearings or meetings are advised to arrive at the time that the first hearing or meeting is scheduled to begin.

Item No.	Item	Time Req.	Start Time	Ref No.
1	CALL TO ORDER - HEADING	0	1:00 PM	568350
2	Call to Order - PROCEDURAL	0	1:00 PM	568351
3	Pledge of Allegiance - PROCEDURAL	1	1:00 PM	568352
4	Welcome and Recognition of Guests and Staff - PROCEDURAL	1	1:01 PM	568353
5	Approval of District Governing Board June 9, 2015 Truth in Taxation Hearing and Special Meeting; Budget Hearing and Budget Adoption Meeting; Regular Meeting; and Executive Sessions Minutes - DISCUSSION AND DECISION	3	1:02 PM	568354
6	Adoption of Agenda - DECISION	3	1:05 PM	568355
7	Open Call - PROCEDURAL	10	1:08 PM	568358
8	CONSENT AGENDA - HEADING	0	1:18 PM	568359
9	Receipt of Report on Revenues and Expenditures - Month of June 2015 - RECEIPT, DISCUSSION, AND/OR DECISION	1	1:18 PM	568360

Item No.	Item	Time Req.	Start Time	Ref No.
10	Receipt of the President's Monthly Monitoring Report - Executive Limitations 2.3.1 - Budget Deviations - June 2015 - RECEIPT, DISCUSSION, AND/OR DECISION	1	1:19 PM	568361
11	Receipt of the President's Monthly Monitoring Report - Executive Limitations 2.3.2 - Reserves - June 2015 - RECEIPT, DISCUSSION, AND/OR DECISION	1	1:20 PM	568362
12	For Consideration for Approval of the Amended Intergovernmental Agreement (IGA) for the Yavapai County Educational Technology Consortium - RECEIPT, DISCUSSION, AND/OR DECISION	5	1:21 PM	579597
13	INFORMATION - HEADING	0	1:26 PM	568364
14	Information from the President to Include: Introduction of Interim Vice President for Instruction and Student Development; Executive Leadership Institute (ELI) Graduation; SSS Trio Grant; Draft Strategic Plan For 2015-2020; Yavapai Combined Trust Quarterly Report; College Highlights; Facilities Management News; and Other Related Issues - INFORMATION AND/OR DISCUSSION	20	1:26 PM	568365
15	Information from Instruction and Student Development to Include: Verde Valley Executive Dean's Advisory Committee Strategic Initiatives; Arts and Humanities Division Update; Distance Education and Online Learning; Adjunct Faculty Newsletter; and Other Related Information - INFORMATION AND/OR DISCUSSION	45	1:46 PM	568366
16	SHORT RECESS - PROCEDURAL	10	2:31 PM	568370
17	MONITORING REPORTS - HEADING	0	2:41 PM	568368
18	Board Self-Evaluation - Governing Board Policy 4.0 - Board/President Linkage - MONITORING AND/OR DISCUSSION	5	2:41 PM	568369
19	Board Self-Evaluation - Governing Board Policy 4.7 - President Succession - MONITORING AND/OR DISCUSSION	1	2:46 PM	568363
20	BOARD EDUCATION / STRATEGIC PLANNING - HEADING	0	2:47 PM	568373
21	Overview of Community College Governing Board Statutory Responsibilities and Legislative Update by the Board's Legal Counsel, Lynne Adams - INFORMATION AND/OR DISCUSSION	20	2:47 PM	575708
22	Information from the International Policy Governance Association (IPGA) Conference - INFORMATION AND/OR DISCUSSION	5	3:07 PM	568374
23	OWNERSHIP LINKAGE - HEADING	0	3:12 PM	568376
24	Review of the Verde Valley Board Advisory Committee (VVBAC) Recommendations and Future VVBAC Objectives - INFORMATION, DISCUSSION AND/OR DECISION	10	3:12 PM	579286
25	Planning of August 31, 2015 District Governing Board Retreat - DISCUSSION AND/OR DECISION	5	3:22 PM	576880
26	Board Meeting Evaluation (Quarterly) - INFORMATION AND/OR DISCUSSION	5	3:27 PM	576817

Item No.	Item	Time Req.	Start Time	Ref No.
27	District Governing Board will review the FY 2014-2015 Ownership Linkage Plan and Develop the FY 2015-2016 Ownership Linkage Plan - DISCUSSION AND/OR DECISION	10	3:32 PM	576669
28	Reports from Board Liaisons - Arizona Association for District Governing Boards (AADGB); Association of Community Colleges Trustees (ACCT); Verde Valley Board Advisory Committee; and Yavapai College Foundation - INFORMATION AND/OR DISCUSSION	5	3:42 PM	568379
29	OTHER INFORMATION - HEADING	0	3:47 PM	568380
30	Correspondence to the Board - RECEIPT	5	3:47 PM	568381
31	Proposed Dates and Places of Future Meetings for the Remainder of 2015 and for Upcoming 2016 - DISCUSSION AND/OR DECISION	5	3:52 PM	568382
32	ADJOURNMENT OF REGULAR MEETING - PROCEDURAL	1	3:57 PM	568383

Presenter : Patricia McCarver

Start Time : 1:00 PM

Item No : 1

Proposed By : Patricia McCarver

Time Req : 0

Proposed : 3/31/2015

Item Type : Heading

Policy No.	Description	Ref No
3.4	To accomplish its job products with a governance style consistent with Board policies, the Board shall follow an annual agenda which (a) completes a re-exploration of Ends policies annually; and (b) continually improves Board performance through Board education and enriched input and deliberation.	558881

Description : CALL TO ORDER - HEADING

Details :

Attachments :

No Attachments

Presenter : Patricia McCarver

Start Time : 1:00 PM

Item No : 2

Proposed By : Patricia McCarver

Time Req : 0

Proposed : 3/31/2015

Item Type : Procedure Item

Policy No.	Description	Ref No
3.4	To accomplish its job products with a governance style consistent with Board policies, the Board shall follow an annual agenda which (a) completes a re-exploration of Ends policies annually; and (b) continually improves Board performance through Board education and enriched input and deliberation.	558881

Description : Call to Order - PROCEDURAL

Details :

Attachments :

No Attachments

Presenter : Patricia McCarver
Proposed By : Patricia McCarver
Proposed : 3/31/2015

Start Time : 1:00 PM
Time Req : 1
Item Type : Procedure Item

Item No : 3

Policy No.	Description	Ref No
3.4	To accomplish its job products with a governance style consistent with Board policies, the Board shall follow an annual agenda which (a) completes a re-exploration of Ends policies annually; and (b) continually improves Board performance through Board education and enriched input and deliberation.	558881

Description : Pledge of Allegiance - PROCEDURAL

Details :

Attachments :

No Attachments

Presenter : Patricia McCarver
Proposed By : Patricia McCarver
Proposed : 3/31/2015

Start Time : 1:01 PM
Time Req : 1
Item Type : Procedure Item

Item No : 4

Policy No.	Description	Ref No
3.4	To accomplish its job products with a governance style consistent with Board policies, the Board shall follow an annual agenda which (a) completes a re-exploration of Ends policies annually; and (b) continually improves Board performance through Board education and enriched input and deliberation.	558881

Description : Welcome and Recognition of Guests and Staff - PROCEDURAL

Details : Chair McCarver will welcome all guests and staff.

Attachments :

No Attachments

Presenter : Patricia McCarver

Start Time : 1:02 PM

Item No : 5

Proposed By : Patricia McCarver

Time Req : 3

Proposed : 3/31/2015

Item Type : Discussion

Policy No.	Description	Ref No
3.5.4	Unless the Chair has delegated his or her authority otherwise pursuant to Policy 3.5.2.3, the Secretary fulfills the duties of the Chair in the absence of the Chair, including chairing Board meetings and signing documents on behalf of the Board and/or Yavapai College. The Secretary assures the accuracy of Board documents. The Board has its own documents so the accuracy of Board records are critical for historical purposes. The Secretary attests to the Board's adoption of policy.	558943

Description : Approval of District Governing Board June 9, 2015 Truth in Taxation Hearing and Special Meeting; Budget Hearing and Budget Adoption Meeting; Regular Meeting; and Executive Sessions Minutes - DISCUSSION AND DECISION

Details : To affirm discussion and record of actions and motions made and approved by the District Governing Board at the June 9, 2015 Truth in Taxation Hearing and Special Meeting; Budget Hearing and Budget Adoption Meeting; and the District Governing Board Regular Meeting and Executive Sessions. As part of the Board Agenda, the record of the proceedings of the previous meetings are presented for Board approval, reporting the kind of meeting, date, and place of the meeting, participants present, approval of consent items, and all the main motions, the hours of the meeting(s), and the adjournment. The approved minutes are used to establish a permanent record of decision approved by the District Governing Board. (Executive Sessions minutes are confidential by statute and are; therefore, not included in public documents.)

Attachments :

Title	Created	Filename
1. DGB Truth N Taxation Public Hearing Unapproved Minutes 6-9-15.pdf	Aug 04, 2015	1. DGB Truth N Taxation Public Hearing Unapproved Minutes 6-9-15.pdf
2. DGB Truth N Taxation Special Meeting Unapproved Minutes 6-9-15.pdf	Aug 04, 2015	2. DGB Truth N Taxation Special Meeting Unapproved Minutes 6-9-15.pdf
3. DGB Budget Public Hearing Unapproved Minutes 6-9-15.pdf	Aug 04, 2015	3. DGB Budget Public Hearing Unapproved Minutes 6-9-15.pdf
4. DGB Budget Special Meeting Unapproved Minutes 6-9-15.pdf	Aug 04, 2015	4. DGB Budget Special Meeting Unapproved Minutes 6-9-15.pdf
5. Unapproved Regular Meeting Minutes -6-9-15.pdf	Aug 04, 2015	5. Unapproved Regular Meeting Minutes -6-9-15.pdf

Member Sigafoos moved, seconded by Member Filardo, that the Truth in Taxation Special Meeting be adjourned. The motion carried unanimously.

The Special Meeting was adjourned at 12:09 a.m.

Respectfully submitted:

_____/S/_____
Ms. Karen Jones, Recording Secretary

Date: August 10, 2015

_____/S/_____
Dr. Patricia McCarver, Chair

_____/S/_____
Mr. Steve Irwin, 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.*



Yavapai College District Governing Board

FY 2015-2016 Budget Public Hearing
In Accordance with A.R.S §15-1461.01(A)
Unapproved Minutes of Public Hearing
Tuesday, June 9, 2015
12:24 PM

Prescott Campus - Rock House
1100 E. Sheldon Street
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:

- Dr. Patricia McCarver, Chair
Mr. Steve Irwin, Secretary
Mr. Albert Filardo, Board Member
Mr. Ray Sigafoos, Board Member
Ms. Deb McCasland, Board Member

Administration Present:

- Dr. Penelope H. Wills, President
Lynne Adams, Board Attorney
Other staff attending are on file in the District Office

1. Call to Order - PROCEDURAL

Chair McCarver called the Yavapai College District Governing Board FY 2015-2016 Budget Public Hearing to order at 12:24 p.m.

2. FY 2015-2016 Yavapai County Community College District Budget Overview - INFORMATION

Dr. Clint Ewell, Vice President for Finance and Administrative Services, provided a FY 2015-2016 Budget overview (refer to Board packet, pgs. 2-10, power point and the Yavapai College website). The Budget Public Hearing is required by A.R.S 42-17104 to provide residents of Yavapai County the opportunity for input on the annual budget. The Board began the FY 2015-2016 Budget analysis and review in January 2015, and continued to receive budget-related information over a series of months (refer to the following link http://www.yc.edu/v5content/strategic-planning/docs/Strategic%20Planning%20Cycle%20V8-%20feb%202015.xlsx).

3. Public Comment - INFORMATION

Listed below are the Yavapai County citizens who addressed the Board regarding the Yavapai County Community College District FY 2015-2016 Budget:
- Oppose the FY 2015-2016 Budget: Bob Oliphant; Sandy Moriaty; Gary LaMaster (read correspondence from Justin Clifton); Ruth Wicks; and Scott Jablow
- Support the FY 2015-2016 Budget: Barb Wills; Jo Ann French; Gail Holl; Kathryn Lane; Debaroh Konizer; and Leslie Quenichet;

4. Adjournment - PROCEDURAL

Member Sigafoos moved, seconded by Member Filardo, that the FY 2015-2016 Budget Public Hearing be adjourned. The motion carried unanimously.
The Hearing was adjourned at 1:10 p.m.

Respectfully submitted:

/s/ Ms. Karen Jones, Recording Secretary

Date: August 10, 2015

/s/ Dr. Patricia McCarver, Chair

/s/ Mr. Steve Irwin, Secretary

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Yavapai College District Governing Board

FY 2015-2016 Budget Special Meeting

In Accordance with A.R.S §15-1461.01(A)

Unapproved Minutes of Special Meeting

Tuesday, June 9, 2015

1:10 PM

Prescott Campus - Rock House

1100 E. Sheldon Street

Prescott, Arizona

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Members Present:

Dr. Patricia McCarver, Chair

Mr. Steve Irwin, Secretary

Mr. Albert Filardo, Board Member

Mr. Ray Sigafoos, Board Member

Ms. Deb McCasland, Board Member

Administration Present:

Dr. Penelope H. Wills, President

Lynne Adams, Board Attorney

Other staff attending are on file in the District Office

1. Call to Order - PROCEDURAL

Chair McCarver called the FY 2015-2016 Budget Special Meeting to order at 1:10 p.m. to consider the Yavapai County Community College District FY 2015-2016 Budget as discussed at the Budget Public Hearing, held immediately before this Special Meeting.

2. Roll Call to Consider the Yavapai County Community College District FY 2015-2016 as Proposed at the Budget Public Hearing - DISCUSSION AND/OR DECISION

The Board members provided the following comments:

- Member Filardo suggests that the quality of environment for building 15 should have been addressed several years prior and inquired what other buildings are in need of maintenance/renovation.

- Member McCasland is focused on equality and access of education with equity in expenditures across Yavapai County. She stated it is not fair to the Verde Valley community to approve next year's budget before finalizing the Verde Valley Strategic Plan.

Member Sigafoos moved, seconded by Member Irwin, that the Yavapai College District Governing Board adopt the Yavapai County Community College District FY 2015-2016 Budget as advertised and presented during the public hearing.

Roll Call of the Yavapai College District Governing Board for approval of the Yavapai County Community College District FY 2015-2016 Budget as advertised and presented during the public hearing:

Mr. Raymond Sigafoos, District 1 – Yes

Ms. Deb McCasland, District 2 - No

Mr. Albert Filardo, District 3 - No

Dr. Patricia McCarver, District 4 – Yes

Mr. Steve Irwin, District 5 - Yes

Motion carried with 3 Yes Votes and 2 No Votes

3. Adjournment - PROCEDURAL

Member Sigafoos moved, seconded by Member Irwin, that the Budget Special Meeting be adjourned. The motion carried unanimously.

The Special Meeting was adjourned at 1:17 p.m.

Respectfully submitted:

_____/S/_____
Ms. Karen Jones, Recording Secretary

Date: August 10, 2015

_____/S/_____
Dr. Patricia McCarver, Chair

_____/S/_____
Mr. Steve Irwin, Secretary

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Yavapai College District Governing Board

**Regular Board Meeting
Unapproved Minutes of Regular Meeting
Tuesday, June 9, 2015
1:25 PM**

Prescott Campus - Rock House
1100 E. Sheldon Street
Prescott, Arizona

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Members Present:

Dr. Patricia McCarver, Chair Mr. Steve Irwin, Secretary
Mr. Albert Filardo, Board Member Mr. Ray Sigafoos, Board Member
Ms. Deb McCasland, Board Member

Administration Present:

Dr. Penelope H. Wills, President Lynne Adams, Board Attorney Christina Rubalcava, Legal Counsel
Other staff attending are on file in the District Office

1. CALL TO ORDER - HEADING

2. Call to Order – PROCEDURAL

Chair McCarver called the Yavapai College District Governing Board meeting to order at 1:25 p.m.

3. Pledge of Allegiance – PROCEDURAL

The Pledge of Allegiance was led by Member Sigafoos

4. Welcome to Guests and Staff – PROCEDURAL

Chair McCarver welcomed all guests and staff with special recognition of the Verde Valley Board Advisory Committee.

5. Approval of District Governing Board May 19, 2015 Budget Workshop and Regular Meeting - DISCUSSION AND/OR DECISION

Member Sigafoos moved, seconded by Member Irwin, to approve the District Governing Board May 19, 2015 Budget Workshop Minutes as amended on page 1 and Regular Meeting Minutes as amended to reference the Campus Master Plan April 2015 Revision. Motion carried unanimously.

6. Adoption of Agenda – DECISION

Member Sigafoos moved, seconded by Member Filardo, to adopt the agenda as written. Motion carried unanimously.

7. CONSENT AGENDA – HEADING

Member Filardo moved, seconded by Member Irwin, to approve the Consent Agenda as written with the removal of item # 8. Motion carried unanimously

8. Receipt of Report on Revenues and Expenditures – Month of May 2015 - RECEIPT, DISCUSSION, AND/OR DECISION (refer to Board agenda, pgs. 13-22)

Member McCasland asked what was included in the restricted fund scholarships. Mr. D'Angelo, Controller, explained that PELL Grants, federal, and Foundation scholarships were included in this category.

Member McCasland moved, seconded by Member Filardo, to approve the Report on Revenues and Expenditures - Month of May 2015. Motion carried unanimously.

9. Receipt of President's Monthly Monitoring Report - Executive Limitation 2.3.1 - Budget Deviation – May 2015 - RECEIPT, DISCUSSION, AND/OR DECISION (refer to Board agenda, pgs. 23-25)

The President reported compliance.

10. Receipt of President's Monthly Monitoring Report: Executive Limitation 2.3.2 - Reserves – May 2015 - RECEIPT, DISCUSSION, AND/OR DECISION (refer to Board agenda, pgs. 26-28)

11. POLICY - HEADING

12. For Consideration For Approval of Public and Charter School Dual Enrollment Intergovernmental Agreements with Yavapai Community College District - RECEIPT, DISCUSSION AND/OR DECISION (refer to Board agenda, pgs. 30-52)

The attached Intergovernmental Agreements (IGA's) will enable Yavapai College to provide Dual Enrollment Courses from July 1, 2015 through June 30, 2016, to eligible students for the following School Districts:

- Ash Fork Joint Unified School District No. 31
- Bagdad Unified School District No. 20
- Camp Verde Unified School District No. 28
- Chino Valley Unified School District No. 51
- Humboldt Unified School District No. 22
- Mayer Unified School District No. 43

Mingus Union High School District No. 4
Mountain Institute Joint Technology Education District No. 2
Northpoint Expeditionary Learning Academy
Prescott Unified School District No. 1
Sedona-Oak Creek Joint Unified School District No. 9
Tri-City College Preparatory High School

Exhibit B - Type of Instruction Dual Enrollment Courses, identifies specific courses being offered with each institute.
Member Irwin moved, seconded by Member Sigafoos, to approve the Public and Charter School Dual Enrollment Intergovernmental Agreement as written. Motion carried unanimously.

13. For Consideration for Approval of the First Amendment to Lease for Property located at Joslin-Whipple Subdivision - RECEIPT, DISCUSSION, AND/OR DECISION (refer to Board agenda, pgs. 53-67)

For consideration for approval of the First Amendment to Lease for property located at Joslin-Whipple Subdivision (also known as Building 11; Building 12; and Building 20). This amendment to lease is entered into by and between Yavapai County Community College District and Yavapai College Foundation and is for the period from July 1, 2015 through June 30, 2020. The original lease was entered into on September 2, 2005 for the period from July 1, 2005 through June 30, 2010 and extended via mutual agreement and purchase order on July 12, 2011 through June 30, 2015.

Member Sigafoos moved, seconded by Member Irwin, to approve the First Amendment to Lease for Property located at Joslin-Whipple as written. Motion carried 4 yes votes; 1 no vote from Member McCasland.

14. INFORMATION - HEADING

15. Presentation of Recommendations by the Verde Valley Board Advisory Committee (VVBAC) – INFORMATION AND DISCUSSION (refer to VVBAC Recommendation handout)

Mr. Randy Garrison, member of the VVBAC, provided a recommendation summary from the VVBAC to be considered for inclusion into the Yavapai College Strategic Plan currently in development. The VVBAC recommends the importance of focusing on three objectives: Access; Sustainability; and Structure.

16. Information from the President to Include: Yavapai College Baseball; Top-Ranked Arizona Community College Affordable Online Classes; DK Ranch Proposal: College For Kids; College Highlights; Facilities Management News; and Other Related Issues - INFORMATION AND/OR DISCUSSION (refer to Board agenda, pgs. 74-93)

Dr. Penny Wills reported on the following topics with discussion from the Board:

- Yavapai College Baseball 2014-2015 season results
- Top-ranked Arizona Community College for affordable online classes and Yavapai College is ranked 24th in the country
- DK Ranch Proposal Update
- College For Kids will have two sessions: June 1 - 18 and July 6 - 23
- College Highlights - June 2015 - Attached - Information Only
- Yavapai College Staff Association Update (YCSA) - June 2015 - Attached - Information Only
- Facilities Management News - Attached - Information Only

17. Information from Instruction and Student Development to Include: Update on Lead Program; and Other Related Issues- INFORMATION AND/OR DISCUSSION (refer to Board agenda, pgs. 94 – 99)

Dr. Stuart Blacklaw, Provost and Vice President for Instruction and Student Development, presented the following:

- Lead Program is a summer bridge program for Yavapai County with 30 students attending.

18. SHORT RECESS – PROCEDURAL

No recess was taken.

19. MONITORING REPORTS – HEADING

20. Receipt of President's Monitoring Report - Executive Limitation 2.3 - Financial Management - MONITORING, DISCUSSION, AND/OR DECISION (refer to Board agenda, pgs. 101-105)

Executive Limitation 2.3 - Financial Management

The President shall not cause or allow annual financial planning and budgeting that deviates materially from the Board's Ends' priorities, jeopardizes financial solvency, or fails to be part of a multi-year strategic management plan, or violates applicable statutes.

President reports compliance.

Member Filardo provided comments on the monitoring report and requested that the Financial Management report include multi-year strategic management plan.

Member Filardo moved, seconded by Member McCasland, that we have read the President's Monitoring Report regarding Policy 2.3, and believe that the interpretation of these policies provided are reasonable, but we do not believe that there is sufficient evidence to support the conclusion of compliance with these policies. Therefore, I move that we not accept the Monitoring Report for Policy 2.3. I move that the President provide the Board with a new Monitoring Report for Policy 2.3 to include the 2015-2019 Strategic Plan at the October 2015 District Governing Board meeting that provides sufficient evidence to support the conclusion of compliance. Motion carried unanimously.

The President will re-submit the President's Monitoring Report - Executive Limitation 2.3 - Financial Management at the October 2015 District Governing Board Meeting and include the new 2015-2019 Strategic Plan.

21. OWNERSHIP LINKAGE - HEADING

22. Reports from Board Liaisons - Arizona Association for District Governing Boards (AADGB); Verde Valley Board Advisory Committee (VVBAC); and Yavapai College Foundation – INFORMATION AND/OR DISCUSSION

- Arizona Association for District Governing Boards (AADGB) – No Report
- Verde Valley Board Advisory Committee (VVBAC) - Member Filardo notified the Board that he is currently working to replace two VVBAC members for Camp Verde and Yavapai-Apache Nation. The candidates will be interviewed by Tim Carter, Superintendent for Yavapai County, followed by his recommendation.

The Board will request Linda Buchanan to connect with the Yavapai-Apache Nation regarding a replacement representative.

- Yavapai College Foundation - Chair McCarver reported that the next meeting will be August 2015.

23. OTHER INFORMATION - HEADING

24. Correspondence to the Board – RECEIPT

Correspondence received included: Audit announcement from the Auditor General, State of Arizona.

25. Proposed Dates and Places of Future Meetings for the Remainder of 2015 - RECEIPT, DISCUSSION AND/OR DECISION (refer to Board agenda, pgs. 108-109)

The Board will discuss the Proposed Dates and Places of Future Meetings for:

- Remainder of 2015

26. EXECUTIVE SESSION - A.R.S. §38-431.03(A)(3), Receive Legal Advice Regarding Policy 2.1.1 Due Diligence Review; and A.R.S. §38-431.03(A)(1), Review of President's Annual Evaluation, Compensation, and Employment Agreement - PROCEDURAL

Pursuant to A.R.S. §38-431.03(A)(1), Review and consideration of President Wills' annual evaluation, compensation, and employment agreement (the employee has been notified in writing).

Member Sigafoos moved, seconded by Member Irwin, to convene into Executive Session pursuant to Arizona Revised Statutes §38-431.03(A)(3) seek Legal Advice regarding Policy 2.1.1 Due Diligence Review; and A.R.S. §38-431.03(A)(1) for the review of the President’s Annual Evaluation, Compensation, and Employment Agreement. Motion carried unanimously.

Executive Session convened at 2:34m.

Executive Session recessed at 4:00 p.m.; Regular session reconvened at 4:05 p.m.

27. Convene in Public Session with Possible Action RE: President's Evaluation, Compensation, and Employment Agreement as a Result of Executive Session – DECISION

Pursuant to A.R.S. §38-431.03(D) - Legal action involving a final vote for decision shall not be taken at an executive session, except that the public body may instruct its attorney or representatives as provided in subsection A, paragraphs 4, 5, and 7 of this section. A public vote shall be taken before any legal action binds the public body.

Dr. McCarver announced that Legal Counsel has provided a Public Summary of the Policy 2.1.1 Due Diligence Review that includes the purpose, scope, and findings of the review. Dr. McCarver stated that Legal Counsel reported that the review findings did not substantiate any of the allegations; each of the seven allegations were without merit and lacking in factual support. In each case, the underlying facts confirmed that no illegal or unethical conduct took place.

Member Sigafoos moved, seconded by Member Irwin, that based on the Board’s evaluations and discussions regarding Dr. Wills’ performance during the past fiscal year, the Board agrees to extend the President’s employment agreement for one (1) year (2018), and that the terms of the amended contract should also include a compensation increase equal to a 1.7% increase in base salary, with the expense account and other benefit provisions to remain as set forth in the current contract. The Board also authorizes Chair McCarver to work with legal counsel to prepare the necessary contract amendment to reflect the Board’s decision. Motion carried 4 yes votes; 1 no vote from Member McCasland.

Member McCasland does not support the motion and would like the contract to remain with current terms and conditions.

28. ADJOURNMENT OF REGULAR MEETING - PROCEDURAL

Member Sigafoos moved, seconded by Member Irwin to adjourn the meeting. Motion carried unanimously.

Regular meeting adjourned at 4: 07p.m.

Respectfully submitted:

_____/S/
Ms. Karen Jones, Recording Secretary

Date: August 10, 2015

_____/S/
Dr. Patricia McCarver, Chair

_____/S/
Mr. Steve Irwin, 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.

Presenter : Patricia McCarver **Start Time :** 1:05 PM **Item No :** 6
Proposed By : Patricia McCarver **Time Req :** 3
Proposed : 3/31/2015 **Item Type :** Decision Item

Policy No.	Description	Ref No
3.4	To accomplish its job products with a governance style consistent with Board policies, the Board shall follow an annual agenda which (a) completes a re-exploration of Ends policies annually; and (b) continually improves Board performance through Board education and enriched input and deliberation.	558881

Description : Adoption of Agenda - DECISION

Details :

Attachments :

No Attachments

Presenter : Patricia McCarver **Start Time :** 1:08 PM **Item No :** 7
Proposed By : Patricia McCarver **Time Req :** 10
Proposed : 3/31/2015 **Item Type :** Procedure Item

Policy No.	Description	Ref No
3.4	To accomplish its job products with a governance style consistent with Board policies, the Board shall follow an annual agenda which (a) completes a re-exploration of Ends policies annually; and (b) continually improves Board performance through Board education and enriched input and deliberation.	558881

Description : Open Call - PROCEDURAL

Details : This is an opportunity for residents of Yavapai County to provide their input on any issue within the jurisdiction of the Yavapai College District Governing Board. Under the Arizona Open Meeting Law, A.R.S. §38-431.01 (H), at the conclusion of the Open Call, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter, or may ask that a matter be put on a future Board agenda. However, members of the public body shall not discuss or take legal action on matters raised during an Open Call to the public unless the matters are properly noticed for discussion and legal action.

If you wish to address the Board, please complete a "Request to Speak" form, and give it to the recording Secretary and be prepared to limit your remarks to three minutes.

Attachments :

No Attachments

Presenter : Patricia McCarver

Start Time : 1:18 PM

Item No : 8

Proposed By : Patricia McCarver

Time Req : 0

Proposed : 3/31/2015

Item Type : Heading

Policy No.	Description	Ref No
3.4.3.4	<p>The Board shall use a Consent Agenda to comply with its legal and contractual obligations on matters which it has otherwise delegated to the President and to enable efficient decision making.</p> <p>Therefore, the Consent Agenda will be used to:</p> <ul style="list-style-type: none">a) Deal with items which the Board has delegated but is required to review or receive by relevant law or contract; andb) To escalate the processing of Board decisions which the Chair believes the Board may not need further deliberation.	560679

Description : CONSENT AGENDA - HEADING

Details :

Attachments :

No Attachments

Presenter : Patricia McCarver

Start Time : 1:18 PM

Item No : 9

Proposed By : Patricia McCarver

Time Req : 1

Proposed : 3/31/2015

Item Type : Consent Item

Policy No.	Description	Ref No
3.4.3.4	<p>The Board shall use a Consent Agenda to comply with its legal and contractual obligations on matters which it has otherwise delegated to the President and to enable efficient decision making.</p> <p>Therefore, the Consent Agenda will be used to:</p> <p>a) Deal with items which the Board has delegated but is required to review or receive by relevant law or contract; and</p> <p>b) To escalate the processing of Board decisions which the Chair believes the Board may not need further deliberation.</p>	560679

Description : Receipt of Report on Revenues and Expenditures - Month of June 2015 - RECEIPT, DISCUSSION, AND/OR DECISION

Details : This item is on the consent agenda to comply with A.R.S. §15-1461 - District Budget

Included is the financial update report highlighting the status of several key financial indicators.

The report of Revenues and Expenditures for the twelve months of FY 2014-2015 ending June 2015 is attached. Expenditures are reported on the modified accrual basis of accounting.

Note: Consistent with prior years, pre-closing and unaudited June financials are presented at the August Board meeting. Due to the new fiscal year just beginning, July financials will not be presented. August financials will be presented in September.

Attachments :

Title	Created	Filename
Financial Update - June in Aug.pdf	Aug 04, 2015	Financial Update - June in Aug.pdf
YCF June 2015 - Governing Board Budget Report.pdf	Aug 05, 2015	YCF June 2015 - Governing Board Budget Report.pdf
YCFS June 2015_Summary.pdf	Aug 05, 2015	YCFS June 2015_Summary.pdf

YAVAPAI COLLEGE

FINANCIAL UPDATE

June 2015 - Pre-closing and Unaudited

FY2014-2015 Close and Audit

- The year-end close for FY2014-2015 is planned for October 2015.
- The auditors began their preliminary field work in early August, they will return in October, and wrap up in December. The audit report (Comprehensive Annual Financial Report) will be issued in mid-December 2015 in time to qualify for the Certificate of Achievement for Excellence in Financial Reporting award from the Government Finance Officers Association (GFOA).
- The Comprehensive Annual Financial Report (CAFR) for FY2014-2015 will be presented to the Board in early 2016.

FY 2014-2015 Budget

General Fund

- Total property taxes collected have historically been approximately .4% less than the levy. For FY2014-2015, **YC's collections** were almost 2% less than the levy as a result of two property tax litigation settlements; Transwestern Pipeline relating to FY2010-11 through present and Drake cement relating to FY2013-14 through present).
- Tuition and fees is projected to be \$337,000 under budget for the fiscal year due to lower than projected enrollments.
- Expenditures are expected to come in under budget for the fiscal year due to vacancy savings and unused contingency budgets.

Auxiliary Fund

- The Auxiliary Fund is comprised of Auxiliary Enterprises and Public Services. Auxiliary Enterprises generally exists to furnish non-core goods or services to students and employees, charging a fee directly related to, although not necessarily equal to, the cost of the goods or services. Examples include Bookstore, Food Services, and Housing. Public Services are those non-instructional services provided primarily to benefit individuals and groups external to the institution, charging a fee directly related to, although not necessarily equal to, the cost of the goods or services. Examples include REDC and Community Events. While each Auxiliary Fund operation is managed as a self-supporting activity, the District historically and currently transfers funds from the General Fund to the Auxiliary Fund to subsidize various operations. This is most notable in the public services area where the District strives to balance offering these DGB-End-driven services with the charging of reasonable prices. Auxiliary Enterprises are projected to be under budget for the fiscal year.

Unexpended Plant Fund

- Property taxes collected were **below the District's levy due to the same** reasons as described above for the General Fund.
- CIP was over budget for the fiscal year due a significant amount of work related to the renovations of buildings one, three, and CTEC being shifted from fiscal year 2015-16 to 2014-15. This work shift was necessary in order for the renovations to be completed by the beginning of the fall 2015 semester. The two-year net financial impact to the District is zero, as **next year's budget was** reduced by an offsetting amount. In other words, the total project costs remain the same, but the expenses are incurred sooner.

**YAVAPAI COUNTY COMMUNITY COLLEGE DISTRICT
REPORT OF EXPENDITURES**

**For the Twelve Months Ending June 30, 2015 - Pre-closing and Unaudited
Fiscal Year 2014-2015**

District Governing Board

Fiscal Year 2014-15 Appropriation:

\$ 166,256

	<u>Purpose</u>	<u>Year-to-Date Expenditures</u>	<u>Encumbered Obligations</u>	<u>Total Expenditures/ Encumbrances</u>	
EXPENDITURES (note 1):					
Salary Expenses	Staff Support	\$ 38,196	\$ -	\$ 38,196	
AA Locksmith/Awards	Plaques	424	-	424	
Assoc. of Community College Trustees	Membership Dues	5,422	-	5,422	
Assoc. of Community College Trustees	Conference Fees	9,500	-	9,500	
Arizona Assoc of District Governing Brds	Membership Dues	1,000	-	1,000	
Dale Fitzner	Travel	2,249	-	2,249	
Gotprint	Printing	928	-	928	
IPGA	Membership Dues	350	-	350	
Karen Jones	Travel	217	-	217	
Larson Newspapers (Red Rock News)	Advertising	559	-	559	
Osborn Maledon PA	Attorneys	53,860	-	53,860	
Ourboardroom Technologies	Software Maintenance	18,500	-	18,500	
Out of the Woods Consulting	Consulting	15,394	-	15,394	
Patricia McCarver	Travel	2,375	-	2,375	
Penelope Wills	Travel	2,035	-	2,035	
Prescott Comm Access Channel	Membership Dues	135	-	135	
Prescott Newspapers, Inc.	Advertising	2,592	-	2,592	
Ray Sigafoos	Travel	4,866	-	4,866	
Roswell Bookbinding	Board Minutes	634	-	634	
Sodexo Inc.	Food Supplies	2,891	-	2,891	
Supplies/Other	Various Vendors	1,620	-	1,620	
Thee Place	Food Supplies	196	-	196	
Yavapai Broadcasting	Board Meetings	3,000	-	3,000	
YC Printing Services	Printing	5,426	-	5,426	
				<hr/>	172,369
<u>Verde Valley DGB Advisory Committee</u>					
Osborn Maledon PA	Attorneys	5,361	-	5,361	
Professional Services	Facilitator	259	-	259	
Supplies/Other	Various Vendors	58	-	58	
Thee Place	Food Supplies	276	-	276	
				<hr/>	5,954
Remaining Budget - June 30, 2015*					<u>\$ (12,067)*</u>

Note 1: Expenditures reported on the modified accrual basis of accounting.
***Note 2:** Budget exceeded due to unanticipated legal fees

YAVAPAI COUNTY COMMUNITY COLLEGE DISTRICT

REPORT OF REVENUES AND EXPENDITURES

For the Twelve Months Ending June 30, 2015 - Pre-closing and Unaudited

Fiscal Year 2014-2015

SUMMARY - ALL FUNDS

	<u>Year-to-Date Revenues</u>		<u>Year-to-Date Revenues</u>	<u>Budget</u>	<u>Percent of Budget</u>
REVENUES:					
General Fund	\$ 41,304,287		\$ 41,304,287	\$ 42,197,000	97.9%
Restricted Fund	14,109,010		14,109,010	16,526,900	85.4%
Auxiliary Fund	4,089,900		4,089,900	4,073,900	100.4%
Unexpended Plant Fund	16,211,726		16,211,726	13,789,800	117.6% *
Debt Service Fund	6,877,311		6,877,311	6,907,000	99.6%
TOTALS	<u>82,592,234</u>		<u>82,592,234</u>	<u>83,494,600</u>	<u>98.9%</u>

	<u>Year-to-Date Expenditures</u>	<u>Encumbered Obligations</u>	<u>Labor Encumbrances</u>	<u>Total Expenditures and Non-Labor Encumbrances</u>	<u>Budget</u>	<u>Percent of Actual and Non- Labor Encumbrances to Budget</u>
EXPENDITURES (note 1):						
General Fund	\$ 39,448,798	\$ -	\$ -	\$ 39,448,798	\$ 42,197,000	93.5%
Restricted Fund	14,345,886	-	-	14,345,886	16,526,900	86.8%
Auxiliary Fund	3,826,594	-	-	3,826,594	4,073,900	93.9%
Unexpended Plant Fund	16,210,854	-	-	16,210,854	13,789,800	117.6%
Debt Service Fund	6,875,641	-	-	6,875,641	6,907,000	99.5%
TOTALS	<u>80,707,773</u>	<u>-</u>	<u>-</u>	<u>80,707,773</u>	<u>83,494,600</u>	<u>96.7%</u>
SURPLUS/(DEFICIT)				<u>1,884,461</u>	<u>-</u>	

COMMENTS:

Through the twelfth month, 96.7% of budget has been committed (excluding labor encumbrances) compared to 99.2% of revenues received.

The budget currently has a surplus of \$2,121,337.

* - Plant fund revenues include \$2,653,000 of fund balance used to cover Capital Improvement Projects that were overbudget (see page 5 for further details).

Note 1: Expenditures reported on the modified accrual basis of accounting.

YAVAPAI COUNTY COMMUNITY COLLEGE DISTRICT

REPORT OF REVENUES AND EXPENDITURES

For the Twelve Months Ending June 30, 2015 - Pre-closing and Unaudited

Fiscal Year 2014-2015

GENERAL FUND

	<u>Year-to-Date Revenues</u>		<u>Total Revenues</u>	<u>FY 14/15 Budget</u>	<u>Percent of Budget</u>	<u>FY 14/15 Estimate</u>	<u>Budget to Estimate Variance</u>
REVENUES:							
Primary Property Taxes	\$ 30,548,841		\$ 30,548,841	\$ 31,155,000	98.1%	\$ 30,550,000	\$ (605,000)
Tuition and Fees	11,525,289		11,525,289	11,867,000	97.1%	11,530,000	(337,000)
State Appropriations	887,000		887,000	887,000	100.0%	887,000	-
Other Revenues	495,378		495,378	458,500	108.0%	500,500	42,000
Interest Income	53,279		53,279	35,000	152.2%	53,000	18,000
Fund Balance Applied to Budget	3,328,000		3,328,000	3,328,000	100.0%	3,328,000	-
General Fund Transfer Out	(5,533,500)		(5,533,500)	(5,533,500)	100.0%	(5,533,500)	-
TOTAL REVENUES	41,304,287		41,304,287	42,197,000	97.9%	41,315,000	(882,000)

	<u>Year-to-Date Expenditures</u>	<u>Total Encumbered Obligations</u>	<u>Labor Encumbrances</u>	<u>Total Expenditures and Non-Labor Encumbrances</u>	<u>FY 14/15 Budget</u>	<u>Percent of Actual and Non-Labor Encumbrances to Budget</u>	<u>FY 14/15 Estimate</u>	<u>Budget to Estimate Variance</u>
EXPENDITURES (note 1):								
Instruction	\$ 16,231,785	\$ -	\$ -	\$ 16,231,785	\$ 16,832,000	96.4%	\$ 16,265,000	\$ (566,960)
Academic Support	4,129,847	-	-	4,129,847	4,492,000	91.9%	4,150,000	(342,000)
Institutional Support	8,296,736	-	-	8,296,736	8,520,000	97.4%	8,340,000	(180,000)
Student Services	4,398,979	-	-	4,398,979	4,697,000	93.7%	4,440,000	(257,000)
Operation/Maintenance of Plant	5,516,575	-	-	5,516,575	6,123,000	90.1%	5,550,000	(573,000)
Scholarships	781,340	-	-	781,340	833,000	93.8%	781,960	(51,040)
Public Service	93,536	-	-	93,536	150,000	62.4%	100,000	(50,000)
Tuition Contingency	-	-	-	-	550,000	0.0%	-	(550,000)
TOTAL EXPENDITURES	39,448,798	-	-	39,448,798	42,197,000	93.5%	39,626,960	(2,570,000)
SURPLUS/(DEFICIT)				\$ 1,855,489	\$ -			

COMMENTS:

The Budget currently has a surplus of \$1,855,489.

Note 1: Expenditures reported on the modified accrual basis of accounting.

YAVAPAI COUNTY COMMUNITY COLLEGE DISTRICT

REPORT OF REVENUES AND EXPENDITURES

For the Twelve Months Ending June 30, 2015 - Pre-closing and Unaudited

Fiscal Year 2014-2015

RESTRICTED FUND

	<u>Year-to-Date Revenues</u>		<u>Total Revenues</u>	<u>Budget</u>	<u>Percent of Budget</u>
REVENUES:					
Federal Grants and Contracts	\$ 11,872,838		\$ 11,872,838	\$ 14,224,000	83.5%
State Grants and Contracts	156,022		156,022	225,000	69.3%
Private Gifts, Grants and Contracts	560,986		560,986	625,000	89.8%
Proposition 301 Funds	666,264		666,264	600,000	111.0%
State Appropriation - STEM Workforce	802,900		802,900	802,900	100.0%
Fund Balance Applied to Budget	50,000		50,000	50,000	100.0%
Reimbursement Due	-		-	N/A	N/A
TOTAL REVENUES	14,109,010		14,109,010	16,526,900	85.4%

	<u>Year-to-Date Expenditures</u>	<u>Total Encumbered Obligations</u>	<u>Labor Encumbrances</u>	<u>Total Expenditures and Non-Labor Encumbrances</u>	<u>Budget</u>	<u>Percent of Actual and Non- Labor Encumbrances to Budget</u>
EXPENDITURES (note 1):						
Instruction	\$ 2,655,205	\$ -	\$ -	\$ 2,655,205	\$ 3,294,900	80.6%
Academic Support	5,055	-	-	5,055	4,000	126.4%
Student Services	1,084,535	-	-	1,084,535	1,198,000	90.5%
Scholarships	10,487,011	-	-	10,487,011	11,890,000	88.2%
Public Service	114,080	-	-	114,080	140,000	81.5%
TOTAL EXPENDITURES	14,345,886	-	-	14,345,886	16,526,900	86.8%
SURPLUS/(DEFICIT)				\$ (236,876)		

COMMENTS:

Restricted Funds expended only to the extent that Grants and Gifts are received.

Note 1: Expenditures reported on the modified accrual basis of accounting.

YAVAPAI COUNTY COMMUNITY COLLEGE DISTRICT

REPORT OF REVENUES AND EXPENDITURES

For the Twelve Months Ending June 30, 2015 - Pre-closing and Unaudited

Fiscal Year 2014-2015

AUXILIARY FUND

	<u>Year-to-Date Revenues</u>		<u>Total Revenues</u>	<u>FY 14/15 Budget</u>	<u>Percent of Budget</u>	<u>FY 14/15 Estimate</u>	<u>Budget to Estimate Variance</u>
REVENUES:							
Residence Halls and Summer Conferences	\$ 1,091,927		\$ 1,091,927	\$ 1,149,000	95.0%	\$ 1,100,000	\$ (49,000)
Bookstore Rental and Commissions	206,676		206,676	210,000	98.4%	207,000	(3,000)
Food Services Sales	34,111		34,111	40,000	85.3%	36,000	(4,000)
Vending	33,725		33,725	33,000	102.2%	35,000	2,000
Edventures	328,119		328,119	198,000	165.7%	330,000	132,000
Community Events	536,654		536,654	520,000	103.2%	537,000	17,000
Regional Economic Development Center - Training	47,180		47,180	136,200	34.6%	55,000	(81,200)
Family Enrichment Center	594,181		594,181	533,000	111.5%	595,000	62,000
Winery - Tasting Room	1,922		1,922	20,000	9.6%	2,000	(18,000)
Yavapai College Foundation	356,274		356,274	435,000	81.9%	357,000	(78,000)
Other	291,231		291,231	231,800	125.6%	292,000	60,200
Fund Balance Applied to Budget	200,000		200,000	200,000	100.0%	200,000	-
General Fund Transfer In	768,700		768,700	768,700	100.0%	768,700	-
Auxiliary Fund Transfer Out	(400,800)		(400,800)	(400,800)	100.0%	(400,800)	-
TOTAL REVENUES	4,089,900		4,089,900	4,073,900	100.4%	4,113,900	40,000

	<u>Year-to-Date Expenditures</u>	<u>Total Encumbered Obligations</u>	<u>Labor Encumbrances</u>	<u>Total Expenditures and Non-Labor Encumbrances</u>	<u>FY 14/15 Budget</u>	<u>Percent of Actual and Non-Labor Encumbrances to Budget</u>	<u>FY 14/15 Estimate</u>	<u>Budget to Estimate Variance</u>
EXPENDITURES (note 1):								
Instruction	\$ 80,607	\$ -	\$ -	\$ 80,607	\$ 49,100	164.2%	\$ 81,000	\$ 31,900
Student Services	584,771	-	-	584,771	611,400	95.6%	590,000	(21,400)
Auxiliary Enterprises	1,307,501	-	-	1,307,501	1,346,000	97.1%	1,315,000	(31,000)
Public Service	902,415	-	-	902,415	1,016,100	88.8%	915,000	(101,100)
Facilities & Administrative Allocation Expense	951,300	-	-	951,300	951,300	100.0%	951,300	-
Contingency	-	-	-	-	100,000	0.0%	-	(100,000)
TOTAL EXPENDITURES	3,826,594	-	-	3,826,594	4,073,900	93.9%	3,852,300	(221,600)
SURPLUS/(DEFICIT)				\$ 263,306	\$ -			

COMMENTS:

Edventures sales and related expenditures are ahead of budget due to the October 2014 Spain trip exceeding projections. Note, Edventures expenditures are part of Auxiliary Enterprises. Regional Economic Development Center - Training revenue is significantly under budget, however, expenditures are under budget as well. Instruction expenses are above budget due to more involved and multiple musical productions.

The Budget currently has a surplus of \$263,306.

Note 1: Expenditures reported on the modified accrual basis of accounting.

YAVAPAI COUNTY COMMUNITY COLLEGE DISTRICT

REPORT OF REVENUES AND EXPENDITURES

For the Twelve Months Ending June 30, 2015 - Pre-closing and Unaudited

Fiscal Year 2014-2015

UNEXPENDED PLANT FUND

	<u>Year-to-Date Revenues</u>		<u>Total Revenues</u>	<u>Budget</u>	<u>Percent of Budget</u>	<u>FY 14/15 Estimate</u>	<u>Budget to Estimate Variance</u>
REVENUES:							
Primary Property Taxes	\$ 9,906,689		\$ 9,906,689	\$ 10,098,800	98.1%	\$ 9,907,000	\$ (191,800)
Yavapai College Foundation Donation	276,188		276,188	325,000	85.0%	276,000	(49,000)
Investment Income	24,750		24,750	18,000	137.5%	25,000	7,000
Other	23,099		23,099	20,000	115.5%	23,000	3,000
Fund Balance Applied to Budget	2,653,000		2,653,000	-	100.0%	2,653,000	2,653,000
General Fund Transfer In	3,328,000		3,328,000	3,328,000	100.0%	3,328,000	-
TOTAL REVENUES	16,211,726		16,211,726	13,789,800	117.6%	16,212,000	2,422,200

	<u>Year-to-Date Expenditures</u>	<u>Encumbered Obligations</u>	<u>Labor Encumbrances</u>	<u>Total Expenditures and Non-Labor Encumbrances</u>	<u>Budget</u>	<u>Percent of Actual and Non-Labor Encumbrances to Budget</u>	<u>FY 14/15 Estimate</u>	<u>Budget to Estimate Variance</u>
EXPENDITURES (note 1):								
Preventative Maintenance	\$ 3,249,855	\$ -	\$ -	\$ 3,249,855	\$ 3,020,000	107.6%	\$ 3,250,000	\$ 230,000
Unplanned Maintenance	340,339	-	-	340,339	500,000	68.1%	341,000	(159,000)
Capital Improvement Projects	10,511,192	-	-	10,511,192	6,781,900	155.0%	10,512,000	3,730,100
Capital Improvements - Future Projects	-	-	-	-	40,200	0.0%	-	(40,200)
Equipment	1,841,131	-	-	1,841,131	2,309,400	79.7%	1,842,000	(467,400)
Furniture and Fixtures	131,513	-	-	131,513	250,000	5.7%	132,000	(118,000)
Library Books	92,087	-	-	92,087	98,700	36.8%	92,500	(6,200)
Principal/Interest on Capital Leases	44,737	-	-	44,737	42,300	105.8%	44,700	2,400
Operating Contingency	-	-	-	-	500,000	0.0%	-	(500,000)
Property Tax Contingency	-	-	-	-	247,300	0.0%	-	(247,300)
TOTAL EXPENDITURES	16,210,854	-	-	16,210,854	13,789,800	117.6%	16,214,200	2,424,400
SURPLUS/(DEFICIT)				872	-			

COMMENTS:

Total expenditures are currently at 117.6% of budget due to a significant amount of work related to the renovations of buildings 1, 3, and CTEC occurring prior to June 30, 2015, but being budgeted in the next fiscal year (2015-16). This work shift was necessary in order for the renovations to be completed by the beginning of the fall 2015 semester. Fund balance (monies in the Capital Accumulation account) were used to cover these expenses. The overall financial impact is zero as the fiscal year 2015-16 budget was reduced accordingly.

Note 1: Expenditures reported on the modified accrual basis of accounting.

YAVAPAI COUNTY COMMUNITY COLLEGE DISTRICT

REPORT OF REVENUES AND EXPENDITURES

For the Twelve Months Ending June 30, 2015 - Pre-closing and Unaudited

Fiscal Year 2014-2015

DEBT SERVICE FUND

	<u>Year-to-Date Revenues</u>		<u>Total Revenues</u>	<u>Budget</u>	<u>Percent of Budget</u>
REVENUES:					
Secondary Property Taxes	\$ 4,915,918		\$ 4,915,918	\$ 5,059,400	97.2%
Investment Income	10,501		10,501	10,000	105.0%
General Fund Transfer In	1,436,800		1,436,800	1,436,800	100.0%
Auxiliary Fund Transfer In	400,800		400,800	400,800	100.0%
Fund Balance Applied to Budget	105,000		105,000	-	100.0%
Other Revenues	8,292		8,292	-	100.0%
TOTAL REVENUES	6,877,311		6,877,311	6,907,000	99.6%

	<u>Year-to-Date Expenditures</u>	<u>Encumbered Obligations</u>	<u>Labor Encumbrances</u>	<u>Total Expenditures and Non-Labor Encumbrances</u>	<u>Budget</u>	<u>Percent of Actual and Non- Labor Encumbrances to Budget</u>
EXPENDITURES (note 1):						
General Obligation Bonds						
Principal Payments	\$ 4,070,000	\$ -	\$ -	\$ 4,070,000	\$ 4,070,000	100.0%
Interest Payments	965,400	-	-	965,400	965,400	100.0%
Pledged Revenue Obligations						
Principal Payments	945,000	-	-	945,000	945,000	100.0%
Interest Payments	491,719	-	-	491,719	491,800	100.0%
Revenue Bonds						
Principal Payments	285,000	-	-	285,000	285,000	100.0%
Interest Payments	115,762	-	-	115,762	115,800	100.0%
Bank Fees	2,760	-	-	2,760	4,000	69.0%
Property Tax Contingency	-	-	-	-	30,000	0.0%
TOTAL EXPENDITURES	6,875,641	-	-	6,875,641	6,907,000	99.5%
SURPLUS/(DEFICIT)				1,670	-	

COMMENTS:

Through the twelfth month, 99.5% of budget has been committed (excluding labor encumbrances) compared to 99.6% of revenues received.

Note 1: Expenditures reported on the modified accrual basis of accounting.

Presenter : Patricia McCarver

Start Time : 1:19 PM

Item No : 10

Proposed By : Patricia McCarver

Time Req : 1

Proposed : 3/31/2015

Item Type : Consent Item

Policy No.	Description	Ref No
2.3.1	The President shall not fail to promptly inform the Board when there are materially significant deviations from the budget.	560659

Description : Receipt of the President's Monthly Monitoring Report - Executive Limitations 2.3.1 - Budget Deviations - June 2015 - RECEIPT, DISCUSSION, AND/OR DECISION

Details : For consideration of approval of the monthly monitoring report for Executive Limitations 2.3.1 - Budget Deviation. The President shall not fail to promptly inform the Board when there are materially significant deviations from the budget.

Attachments :

Title	Created	Filename
Monitoring Report Executive Limitations Policy 2 3 1_June in Aug.pdf	Aug 04, 2015	Monitoring Report Executive Limitations Policy 2 3 1_June in Aug.pdf

**Monitoring Report - Monthly
Executive Limitations Policy 2.3.1 – Budget Deviations
June 2015 - Pre-closing and Unaudited**

The President shall not fail to promptly inform the Board of Governors when there are materially significant deviations from the budget.

President’s Interpretation:

The college budget is comprised of various funds (operating, capital, restricted, debt, and auxiliaries.) It is developed based on the information received from enrollment projections, state funding, local property tax projections, and estimated expenses based on Board Ends, Strategic Initiatives, and projected operating costs. The Board approves the budget in May/June for the upcoming year. As all of these projections are realized, the President will notify the Board of any material deviation of 5% or more variance for the individual funds. The college has established controls through Banner (e.g., approvals on requisitions, non-sufficient funds notifications, and fund security) to ensure early notification of any potential deviations. At all times, any budget transfers made between major funds may only be made within legal statutes and will require Board approval.

Supporting Evidence:

Source: Monthly Revenue and Expenditure
Financial Reports

General Fund



For the fiscal year ended June 30, 2015, General Fund revenues are projected to be below budget by \$882,000 and expenditures are projected to be under budget by \$2,570,000, resulting in a net surplus of \$1,688,000 — a 4.0% positive variance.

Auxiliary Fund



For the fiscal year ended June 30, 2015, the Auxiliary fund is projected to have a net surplus of \$261,600 — a .6% positive variance.

Unexpended Plant Fund



The Unexpended Plant Fund expenditures are projected to be over budget this year due to the renovations of buildings one, three, and CTEC being completed sooner than originally anticipated. Expediting the projects by two months will allow the renovations to be completed by the beginning of the fall 2015 semester, but will move the related expenses from next year to this year in the process.

- Funds in the Capital Accumulation account will be used to cover these expenses.
- The two-year net financial impact to the District is zero, **as next year's budget will** be reduced by an offsetting amount. In other words, the total project costs remain the same, but the expenses are incurred sooner.
- For the fiscal year ended June 30, 2015, Plant Fund expenditures are projected to be over budget by approximately \$2,424,400 or 17.6%.

Restricted Fund



The Restricted Fund, which accounts for federal, state and private monies, includes expenditures that are restricted to the amount of grants or gifts received and which do not exceed the grant award or gift received. Restricted Funds are primarily driven by federal financial aid which will fluctuate depending on the financial needs of our students. For the fiscal year ended June 30, 2015, the Restricted fund is projected to be under budget due to less federal financial aid awarded to students.

Debt Service Fund



The Debt Service Fund accounts for the monies used to pay the interest and principal on **the District's long-term** bonds. College debt is at fixed rates of interest—for the eleven months ended May 31, 2015, there were no significant variances from budget.

President's Conclusion:

I report compliance.

Presenter : Patricia McCarver

Start Time : 1:20 PM

Item No : 11

Proposed By : Patricia McCarver

Time Req : 1

Proposed : 3/31/2015

Item Type : Consent Item

Policy No.	Description	Ref No
2.3.2	The President shall not allow the Current Fund Reserves to drop below ten percent (10%) of the operating budgets or Plant Fund Reserves to drop below \$1million without specific Board authorization and a realistic recovery plan.	560660

Description : Receipt of the President's Monthly Monitoring Report - Executive Limitations 2.3.2 - Reserves - June 2015 - RECEIPT, DISCUSSION, AND/OR DECISION

Details : For consideration of approval of the monthly monitoring report for Executive Limitations 2.3.2 - Reserves. The President shall not allow the Current Fund Reserves to drop below ten percent (10%) of the operating budgets or Plant Funds Reserves to drop below \$1 million without specific Board authorization and a realistic recovery.

Attachments :

Title	Created	Filename
Monitoring Report Executive Limitations Policy 2 3 2_June in Aug.pdf	Aug 04, 2015	Monitoring Report Executive Limitations Policy 2 3 2_June in Aug.pdf

**Monitoring Report - Monthly
Executive Limitations Policy 2.3.2 – Reserves
June 2015 - Pre-closing and Unaudited**

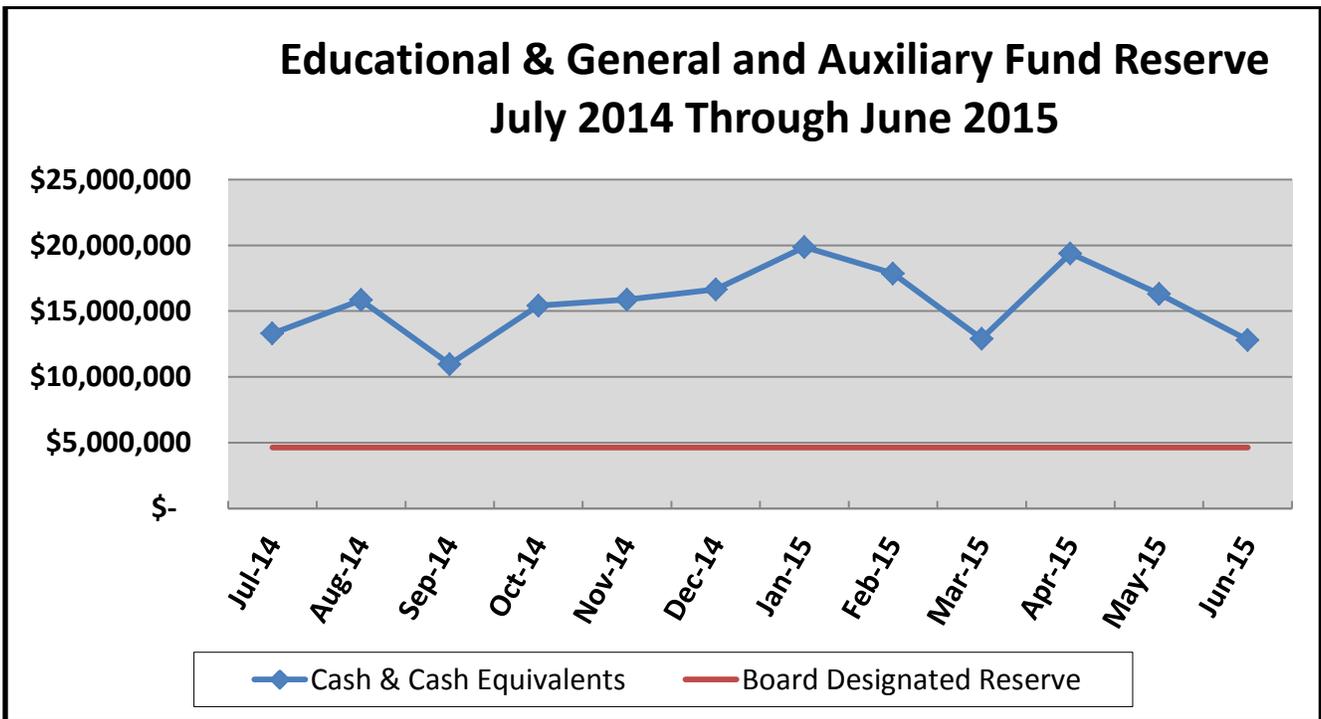
The President shall not allow the Current Fund Reserves to drop below ten percent (10%) of the operating budgets or Plant Fund Reserves to drop below \$1 million without specific Board authorization and a realistic recovery plan.

President’s Interpretation:

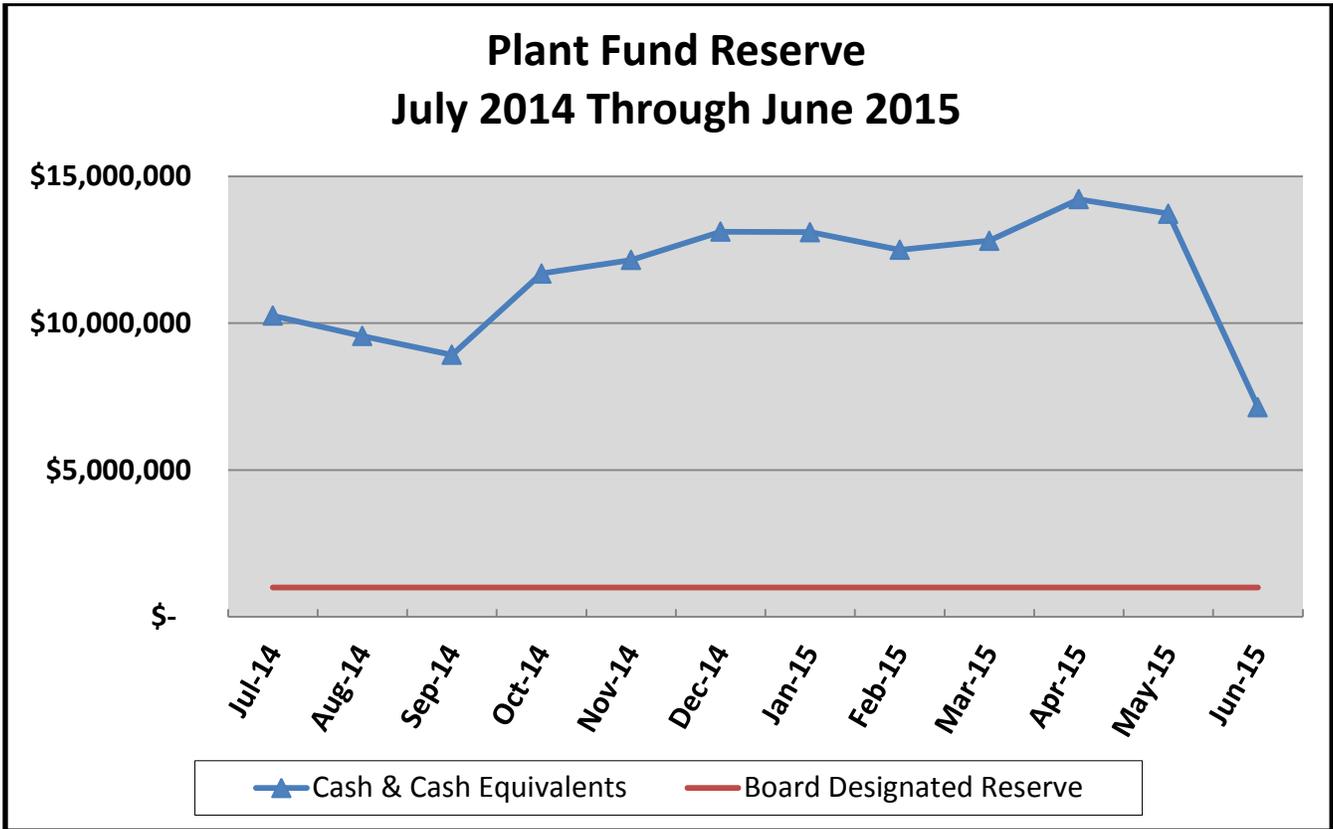
The Current Fund is a combination of the Operating Fund (Education and General) and the Auxiliary Fund. The budgets for these funds also include contingencies reserves to address unforeseen circumstances and seasonal revenues fluctuation. If the administration needs to adjust the Current Fund Reserves for more than a three-month period, below the 10% of the operating budgets and/or the Plant Fund Reserves below \$1 million, the college must seek Board approval. In the request, the administration must include in this budget adjustment request a realistic recovery plan to stabilize the reserves.

Supporting Evidence:

Source: Banner Finance



For the period July 1, 2014, through June 30, 2015, Current Fund reserves have exceeded the Governing Board’s minimum designated reserve.



For the period July 1, 2014, through June 30, 2015, Plant Fund reserves have exceeded the Governing Board's minimum designated reserve. As of June 30, 2015, Plant Fund reserves exceed the Governing Board's designated reserve amount by \$6,136,400*.

* - includes \$3,434,000 of cash disbursements made in the beginning of July for June construction and equipment invoices.

President's Conclusion:

I report compliance.

Presenter : Patricia McCarver

Start Time : 1:21 PM

Item No : 12

Proposed By : Patricia McCarver

Time Req : 5

Proposed : 7/27/2015

Item Type : Consent Item

Policy No.	Description	Ref No
3.4.3.4	<p>The Board shall use a Consent Agenda to comply with its legal and contractual obligations on matters which it has otherwise delegated to the President and to enable efficient decision making.</p> <p>Therefore, the Consent Agenda will be used to:</p> <ul style="list-style-type: none">a) Deal with items which the Board has delegated but is required to review or receive by relevant law or contract; andb) To escalate the processing of Board decisions which the Chair believes the Board may not need further deliberation.	560679

Description : For Consideration for Approval of the Amended Intergovernmental Agreement (IGA) for the Yavapai County Educational Technology Consortium - RECEIPT, DISCUSSION, AND/OR DECISION

Details : The Yavapai County Educational Technology Consortium Intergovernmental Agreement (IGA) was adopted in 1998 for the purpose to promote shared and enhanced educational technology opportunities among the community colleges, school districts, and charter schools located in Yavapai County. The Amended Agreement will supersede the original IGA and is in effect until June 30, 2020.

Attachments :

Title	Created	Filename
Original Tech-Prep Consortium IGA.pdf	Jul 27, 2015	Original Tech-Prep Consortium IGA.pdf
Amended Tech-prep Consortium IGA.pdf	Aug 05, 2015	Amended Tech-prep Consortium IGA.pdf

INTERGOVERNMENTAL AGREEMENT (IGA)

YAVAPAI COUNTY TECH PREP CONSORTIUM

This Intergovernmental Agreement ("Agreement"), becomes effective upon recording with the Yavapai County Recorder's Office. The Agreement is entered into for the Yavapai County Tech Prep Consortium ("Consortium") among the following parties:

Bagdad Unified School District ("Bagdad District")
Camp Verde Unified School District ("Camp Verde District")
Chino Valley Unified School District ("Chino Valley District")
Humboldt Unified School District ("Humboldt District")
Mayer Unified School District ("Mayer District")
Mingus Union High School District ("Mingus District")
Prescott Unified School District ("Prescott District")
Sedona-Oak Creek Joint Unified District ("Sedona District")
Yavapai County Community College District ("College")

The parties agree that the following events have resulted in their execution of this Agreement:

1. Bagdad District, Camp Verde District, Chino Valley District, Humboldt District, Mayer District, Mingus District, Sedona District and Prescott District desire to have high school students receive vocational/technological instruction through articulated curriculum designed by the Consortium.
2. The Consortium desires to provide resources to have high school and college students receive vocational/technological instruction through articulated curriculum designed by the Consortium.

Therefore, the parties agree to the following:

1. **Duration** - This Agreement shall take effect after signing by all parties and recording with the Yavapai County Recorder's Office. Duration of this Agreement shall be unlimited. Any party may discontinue its participation in this Agreement with a 30-day written notice provided by the Tech Prep governing body.
2. **Purpose** - The purpose of this Agreement is to provide articulation of vocational/technological instruction for students during high school and their first two years of college.
3. **Authority** - The above named School Districts are authorized to enter into this Agreement pursuant to A.R.S. §§ 11-952 and 15-342(13) and 15-789. The college is authorized to enter into this Agreement pursuant to A.R.S. §§ 11-952, 15-1444 and 15-789.
4. **Manner of Financing** - Financing for the Consortium is provided through a grant from the State Board of Directors for Community Colleges of Arizona and the Arizona Department of Education.

5. Disposition of Property Upon Termination - Parties terminating individual involvement in this Agreement shall retain their own property, equipment, and supplies. Equipment and supplies purchased with grant funds will be retained by the Consortium. If all parties terminate their involvement, equipment and supplies will be dispersed equally among all parties of record at time of recording.

6. Rights and Responsibilities of the College

The college will:

- a) Provide a representative who will act as full project participant on behalf of the district.
- b) Provide administrative support.
- c) Utilize all available resources and support personnel to achieve the project goals as stated in the grant application.

7. Rights and Responsibilities of each School District

Each partner school district will:

- a) Provide administrative support.
- b) Provide a representative who will act as full project participant on behalf of the district.
- c) Utilize all available resources and support personnel to achieve the project goals as stated in the grant application.
- d) Assist in the preparation of quarterly and annual project evaluation reports describing and quantifying program results.

FISCAL AGENT:

- a) Humboldt Unified School District will act as fiscal agent.
- b) Will assure accurate accounting of all Consortium resources consistent with the Uniform System of Financial Record keeping (USFR).

8. Mutual Rights and Responsibilities

All parties agree:

- a) That each member of the Consortium is bound by every statement and assurance made in the grant application.
- b) That the applicant is responsible for:
 - 1. The use and distribution of all grant funds.
 - 2. Ensuring that the project is carried out by all parties in accordance with local, state, and federal regulations.
- c) That all parties will be legally responsible for:
 - 1. Carrying out the activities/responsibilities each agrees to perform.
 - 2. Using funds received under the Agreement in accordance with applicable local, state, and federal regulations.

9. **Governing Body** - The purpose of the Governing Body is to commit each partner to the project and render final decisions regarding programmatic and financial matters. The committee will be comprised of one educator and one business person per partner. Each partner school shall appoint their member. The Governing Body will meet quarterly and is responsible for establishing and overseeing the function of the consortium's four primary working committees which include: Curriculum, Publicity and Marketing, Evaluation, and Professional Development.
10. **Termination of Agreement** - This Agreement is subject to termination pursuant to the provisions of A.R.S. § 38-511 (cancellation of contracts for certain conflicts of interest), the provisions of which statute are deemed incorporated into this Agreement.
11. **Agreement Approvals** - The undersigned hereby confirms that this Agreement is in proper form and is within the powers and authority granted under the laws of the State of Arizona to such public agency, board, or commission.

Ms. Victoria E. Witt
Yavapai County Deputy Attorney

Date

THE FOLLOWING PARTIES ALSO APPROVE AND ADOPT THIS AGREEMENT:

BAGDAD UNIFIED SCHOOL DISTRICT

By Dennis T. Adams, Superintendent

Date

CAMP VERDE UNIFIED SCHOOL DISTRICT

Marilyn Semones
By Dr. Marilyn Semones, Superintendent

5-20-98
Date

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Ronald L. Minnich
By Dr. Ronald L. Minnich, Superintendent

5/19/98
Date

HUMBOLDT UNIFIED SCHOOL DISTRICT

Gary D. Spiker
By Gary D. Spiker, Superintendent

5/26/98
Date

MAYER UNIFIED SCHOOL DISTRICT

Eli Casey
By Dr. Eli Casey, Superintendent

5-29-98
Date

MINGUS UNION HIGH SCHOOL DISTRICT

Marvin J. Lamer
By Dr. Marvin J. Lamer, Superintendent

5-19-98
Date

PRESCOTT UNIFIED SCHOOL DISTRICT

John E. Sinclair
By Dr. Sinclair, Interim Superintendent

5-19-98
Date

SEDONA-OAK CREEK JOINT UNIFIED DISTRICT

Nancy Alexander
By Dr. Nancy Alexander, Superintendent

5-19-98
Date

YAVAPAI COUNTY COMMUNITY COLLEGE DISTRICT

Doreen Dailey
By Dr. Doreen Dailey, President

10-20-98
Date

**AMENDED INTERGOVERNMENTAL AGREEMENT
YAVAPAI COUNTY EDUCATIONAL TECHNOLOGY CONSORTIUM**

Recitals

A. The Yavapai County school and college districts identified on Exhibit A and the Yavapai County School Superintendent acting through the Yavapai County Education Service Agency (collectively "Members" or individually "Member") are parties to this Intergovernmental Agreement ("IGA"). The Members have previously formed the Yavapai County Educational Technology Consortium ("Consortium"). The Members now amend and supersede their original IGA.

B. Each Member is authorized to enter into this amended IGA in accordance with Arizona Revised Statutes ("A.R.S.") Sections 11-951, 11-952, 15-213, 15-342(13) and Arizona Administrative Code ("A.A.C.") R7-2-1191, *et seq.*, in order to procure goods and services, jointly exercise powers common to members, and contract with one another for joint and cooperative action, all for the purposes set forth in Section 2 below.

Agreement

The Members now agree to jointly and cooperatively procure goods and services, exercise their individual and joint powers, and take concerted action in accordance with the terms and conditions of this Intergovernmental Agreement.

1. Duration. This IGA will be effective for each Member when approved by the Member's governing body. The IGA will continue in effect until June 30, 2020. This IGA may be renewed for successive terms of five years upon approval of each Member's governing body.

2. Purpose. The purpose of this IGA is to promote shared and enhanced educational technology opportunities among community colleges, school districts and charter schools located in Yavapai County, Arizona. Members shall undertake cooperative procurement and use of public and private materials and services, common use of capital equipment, provision of personnel, informational, technical, or other services that may assist in improving the efficiency or economy of procurement and other purposes permitted under a cooperative purchasing agreement pursuant to A.A.C. R7-2-1191, *et seq.*

3. Financing and Budget. Each year, the Consortium will purchase materials, goods, and services for Members on an as-needed basis. Each purchase will be executed based on the specific Member's own discrete needs and budget. Each Member shall exclusively inspect, accept, and pay the Consortium's agent for all materials, goods, and services promptly after they are delivered. Based on these arrangements, the Consortium will not create or maintain an independent budget. Also, the Consortium will not obtain financing for purchases and operations.

4. Withdrawal. A Member may withdraw from membership and participation in the Consortium upon 30 days' written notice to the Board of Directors of the Consortium.

5. Termination. This IGA will terminate upon the expiration of its term if it is not renewed in accordance with Section 1. If the IGA is terminated, any materials, goods, and services then in the possession or control of the Consortium or which a third party possesses or controls but is under a duty to deliver or render to the Consortium, shall be distributed to each Member as its individual interest in the materials, goods, and services may appear on the date the IGA is terminated, subject to payment of any outstanding balance due and owing to the vendor or service provider.

6. Distribution of Assets. If this IGA is terminated, the parties agree that assets owned by the Consortium will be distributed in accordance with the Consortium's bylaws and any previously established guidelines of the funding source.

7. Members' Rights and Duties. Payment for materials, goods, and services and inspection and acceptance of materials, goods, and services ordered by a Member under this IGA (which is a cooperative purchasing agreement as defined in state regulations) shall be the Member's exclusive obligation. The exercise of a Member's rights or remedies shall be the exclusive obligation of that Member. Any Member may terminate this IGA without notice if another Member fails to comply with the IGA's terms. Failure of a Member to secure performance from a third-party contractor or supplier in accordance with the terms and conditions of the Member's purchase order does not necessarily require any other Member to exercise its own rights or remedies.

8. Attorney Approval. This IGA shall be submitted to each Member's attorney, who shall determine whether the agreement is in proper form and is within the powers and authority granted under the laws of Arizona to that Member. The law firm of Peters, Cannata & Moody is representing a number of the school districts that are parties to this Agreement. By signing this Agreement, each such district confirms that it has waived any conflict of interest resulting from the representation of multiple parties by the same law firm.

9. Counterparts. The parties may execute this IGA in counterparts, and each counterpart will be effective and enforceable as though it were the original IGA.

10. Incorporation by Reference. The Consortium's bylaws are incorporated into this IGA.

11. Conflict of Interest. All parties give notice of A.R.S. § 38-511, the terms of which are incorporated by reference.

This IGA is effective for each party as of the date of approval as indicated on the Resolution signature page.

FISCAL AGENT
Yavapai County School Superintendent
By and through the Yavapai County
Education Service Agency

Tim Carter

Date

INTERGOVERNMENTAL AGREEMENT DETERMINATION
PURSUANT TO ARIZONA REVISED STATUTES SECTION 11-952.D

The undersigned attorney has determined that this Intergovernmental Agreement is in proper form and is within the powers and authority granted under the laws of Arizona.



Brad Holm
Consortium Attorney

June 16, 2015
Date

Name of school or community college district:

Yavapai County Community College District

By: _____
Dr. Patricia McCarver

Title: _____
District Governing Board Chair

Date: _____
August 10, 2015

INTERGOVERNMENTAL AGREEMENT DETERMINATION
PURSUANT TO ARIZONA REVISED STATUTES SECTION 11-952.D

The undersigned attorney for Yavapai County Community College District,
aka Yavapai College
has determined that this Intergovernmental Agreement is in proper form and is within the powers and authority granted under the laws of Arizona to the District.



Attorney for District

July 6, 2015
Date

Exhibit A

**Directory of Yavapai County School Districts
YAVAPAI COUNTY EDUCATION SERVICE AGENCY**

2970 Centerpointe East Drive

Prescott, AZ 86301

Telephone 928-771-3326

Fax 928-771-3329

Tim Carter, Superintendent
Renee Raskin, Chief Deputy
Mike Saint-Amour, Associate Superintendent
Laurin Custis, Education Elections Coordinator

Beth Cross, Account Clerk III
Debbie Gustafson, School Service Specialist
Mindy Mohler, Business Services Tech II
Shelly Williams, School Service Specialist

<p>Ash Fork Joint Unified School District #31 Mr. Seth Staples, Superintendent P.O. Box 247 46999 N. 5th Street Ash Fork, AZ 86320 Phone: 928-637-2561 sstaples@afjUSD.org Fax: 928-637-2623 Grade Range K-12</p> <p>Ash Fork Elementary School Mr. Seth Staples, Superintendent P.O. Box 247 46999 N. 5th Street Ash Fork, AZ 86320 Phone: 928-637-2561 sstaples@afjUSD.org Fax: 928-637-2623 Grade Range K-5</p> <p>Ash Fork Middle School Mr. Seth Staples, Superintendent P.O. Box 247 46999 N. 5th Street Ash Fork, AZ 86320 Phone: 928-637-2561 sstaples@afjUSD.org Fax: 928-637-2623 Grade Range 6-8</p> <p>Ash Fork High School Mr. Seth Staples, Superintendent P.O. Box 247 46999 N. 5th Street Ash Fork, AZ 86320 Phone: 928-637-2561 sstaples@afjUSD.org Fax: 928-637-2623 Grade Range 9-12</p>	<p>Bagdad USD #20 (Continued) Bagdad Elementary School Mrs. Gail Milton, Principal PO Box 427 515 Breezy Circle Bagdad, AZ 86321 Phone: 928-633-4133 miltong@bagdadschools.org Fax: 928-633-4345 Grade Range K-6</p> <p>Bagdad High School Mr. Tom Finnerty, Principal PO Box 427 515 Breezy Circle Bagdad, AZ 86321 Phone: 928-633-2201 finnertyt@bagdadschools.org Fax: 928-633-2541 Grade Range 7-12</p>
<p>Bagdad Unified School District #20 Mr. Bryan Bullington, Superintendent PO Box 427 515 Breezy Circle Bagdad, AZ 86321 Phone: 928-633-4101 bullingtonb@bagdadschools.org Fax: 928-633-4345 Grade Range K-12</p>	<p>Beaver Creek Elementary School District #26 Ms. Karin Ward, Superintendent Ms. Tammy Naes, Dean of Students 4810 E. Beaver Creek Rd. Rimrock, AZ 86335 Phone: 928-567-4631 kward@bcs.k12.az.us Fax: 928-567-5347 Grade Range K-8</p> <p>Camp Verde Unified School District #28 Dr. Amber Lee, Superintendent 410 Camp Lincoln Rd. Camp Verde, AZ 86322 Phone: 928-567-8008 alee@cvUSD.k12.az.us Fax: 928-567-8004 Grade Range K-12</p> <p>Camp Verde Elementary School Mrs. Sara Marcum, Principal 200 Camp Lincoln Rd. Camp Verde, AZ 86322 Phone: 928-567-8060 smarcum@cvUSD.k12.az.us Fax: 928-567-8063 Grade Range K-5</p>

<p>Camp Verde USD #28 (Continued) Camp Verde Middle School Mr. Danny Howe, Principal 370 Camp Lincoln Rd. Camp Verde, AZ 86322 Phone: 928-567-8014 dhowe@cvusd.k12.az.us Fax: 928-567-8022 Grade Range 6-8</p> <p>Camp Verde High School Mr. Robert Weir, Principal 1326 Montezuma Castle Hwy. Camp Verde, AZ 86322 Phone: 928-567-8033 rweir@campverdeschools.org Fax: 928-567-8045 Grade Range 9-12</p>	<p>Chino Valley USD #51 (Continued) Heritage Middle School Ms. Mardi Read, Principal 1076 N. Road One West Chino Valley, AZ 86323 Phone: 928-636-4464 mread@chinovalleyschools.com Fax: 928-636-6214 Grade Range 5-8</p> <p>Chino Valley High School Mr. Wes Brownfield, Principal 760 E. Center Chino Valley, AZ 86323 Phone: 928-636-2298 wbrownfield@chinovalleyschools.com Fax: 928-636-6219 Grade Range 9-12</p>
<p>Cañon Elementary School District #50 Ms. Angela Jangula, Superintendent Mr. Rick Barrett, Lead Teacher PO Box 89 34630 S. School Loop Road Black Canyon City, AZ 85324 Phone: 623-374-5588 ajangula@canon50.com Fax: 623-374-5046 Grade Range K-8</p>	<p>Clarkdale-Jerome Elementary School District #3 Ms. Kathleen Fleenor, Superintendent kfleenor@cjsd.k12.az.us Scott Jacobson, Principal scott.jacobson@cjsd.k12.az.us 1615 Main St. Clarkdale, AZ 86324 Phone: 928-634-5035 Fax: 928-639-0917 Grade Range K-8</p>
<p>Chino Valley Unified School District #51 Mr. Duane Howard, Superintendent 650 E. Center Chino Valley, AZ 86323 Phone: 928-636-2458 dhoward@chinovalleyschools.com Fax: 928-636-1434 Grade Range K-12</p> <p>Del Rio Elementary School Ms. Susan Clark, Principal 1036 N. Road One West Chino Valley, AZ 86323 Phone: 928-636-4414 sclark@chinovalleyschools.com Fax: 928-636-6215 Grade Range 1-4</p> <p>Territorial Elementary School Ms. Brandy Cox, Lead Teacher 1088 Mahan Lane Chino Valley, AZ 86323 Phone: 928-636-3842 bc Cox@chinovalleyschools.com Fax: 928-636-0267 Grade Range P-K</p>	<p>Congress Elementary School District #17 Dr. Stephanie Miller, Administrator PO Box 68 26400 S. Tenderfoot Hill Congress, AZ 85332 Phone: 928-427-9850 smiller@congressdistrict.org Fax: 928-427-9840 Grade Range K-8</p> <p>Cottonwood-Oak Creek Elementary District #6 Ms. Barbara U'Ren, Superintendent 1 N. Willard St. Cottonwood, AZ 86326 Phone: 928-634-2288 buren@cocsd.k12.az.us Fax: 928-634-2309 Grade Range K-8</p> <p>Cottonwood Elementary School Mr. Randy Koeppe, Principal 301 N. Willard St. Cottonwood, AZ 86326 Phone: 928-634-2191 rkoeppe@cocsd.k12.az.us Fax: 928-639-0467 Grade Range 3-5</p>

Cottonwood-Oak Creek ED #6 (Continued)

Dr. Daniel Bright School
Ms. Nancy Erickson, Principal
1500 S. Monte Tesoro St.
Cottonwood, AZ 86326
Phone: 928-634-7039
nerickson@coocsd.k12.az.us
Fax: 928-639-8428 Grade Range K-2

Oak Creek School
Ms. Christine Griffin, Principal
PO Box 310
11490 E. Purple Sage Rd.
Cornville, AZ 86325
Phone: 928-639-5109
cgriffin@coocsd.k12.az.us
Fax: 928-639-5108 Grade Range K-8

Cottonwood Middle School
Ms. Denise Kennedy, Principal
1 N. Willard St.
Cottonwood, AZ 86326
Phone: 928-634-2231
dkennedy@coocsd.k12.az.us
Fax: 928-634-2874 Grade Range 6-8

Mountain View Preparatory
Ms. Stephanie Jones, Principal
2939 E. Del Rio Dr.
Cottonwood, AZ 86326
Phone: 928-649-8144
sjones@coocsd.k12.az.us
Fax : 928-649-8145 Grade Range K-8

Crown King Elementary School District #41

Ms. Adriane McSpadden, Head Teacher
Ms. Sue Hite, Admin Asst.
PO Box 188
188 Tower Mountain Rd.
Crown King, AZ 86343
Phone: 928-632-5207
crownkingschool@yahoo.com
Fax 928-632-5207 Grade Range K-8

Hillside Elementary School District #35

Pam Hampton, Business Consultant
Lindsay Jeans, Secretary
HC 01 Box 3056
Bagdad 86321
Phone: 928-442-3416
hillside_school@hotmail.com
Fax: 928-442-9591 Grade Range K-8

Humboldt Unified School District #22

Dr. Paul Stanton, Superintendent
6411 N. Robert Road
Prescott Valley, AZ 86314
Phone: 928-759-4000
paul.stanton@humboldtunified.com
Fax: 928-759-4020 Grade Range K-12

Bright Futures Preschool
Dr. Kay Turner, Coordinator
6411 N. Robert Road
Prescott Valley, AZ 86314
Phone: 928-759-5130
kay.turner@humboldtunified.com
Fax: 928-759-5180 Grade Range Pre-K

Coyote Springs Elementary School
Ms. Candice Blakely-Stump, Principal
8101 E. Hwy. 89A
Prescott Valley, AZ 86314
Phone: 928-759-4300
candice.blakely@humboldtunified.com
Fax: 928-759-4320 Grade Range K-6

Granville Elementary School
Mr. Bucky Bates, Principal
5250 Stover Drive
Prescott Valley, AZ 86314
Phone: 928-759-4800
bucky.bates@humboldtunified.com
Fax: 928-759-4820 Grade Range K-6

Humboldt Elementary School
Ms. Lisa Uvila, Principal
PO Box 8
2750 S. Corral St.
Humboldt, AZ 86329
Phone: 928-759-4400
lisa.uvila@humboldtunified.com
Fax: 928-759-4420 Grade Range K-6

Lake Valley Elementary School
Ms. Tusanne Cordes, Principal
3900 N. Starlight Dr.
Prescott Valley, AZ 86314
Phone: 928-759-4200
tusanne.cordes@humboldtunified.com
Fax: 928-759-4220 Grade Range K-6

Liberty Traditional School
Danette Derickson, Principal
3300 N. Lake Valley Rd.
Prescott Valley, AZ 86314
Phone: 928-759-4500
danette.derickson@humboldtunified.com
Fax: 928-759-4520 Grade Range K-8

<p>Humboldt USD (Continued) Mountain View Elementary School Ms. Joanne Bindell, Principal 8601 E. Loos Dr. Prescott Valley, AZ 86314 Phone: 928-759-4700 joanne.bindell@humboldtunified.com Fax: 928-759-4720 Grade Range K-6</p> <p>Bradshaw Mountain Middle School Mrs. Jessica Bennett, Principal 12255 Turquoise Circle Dewey, AZ 86327 Phone: 928-759-4900 jessica.bennett@humboldtunified.com Fax: 928-759-4920 Grade Range 7-8</p> <p>Glassford Hill Middle School Dr. Terrl Matteson, Principal 6901 Panther Path Prescott Valley, AZ 86314 Phone: 928-759-4600 theresa.matteson@humboldtunified.com Fax: 928-759-4620 Grade Range 7-8</p> <p>Bradshaw Mountain High School Mr. Kort Miner, Principal 6000 E. Long Look Dr. Prescott Valley, AZ 86314 Phone: 928-759-4104 kort.miner@humboldtunified.com Fax 928-759-4120 Grade Range 9-12</p>	<p>Mayer USD #43 (Continued) Mayer Elementary School Ms. Patti Leonard, Principal PO Box 1059 12658 Main St. Mayer, AZ 86333 Phone: 928-642-1100 pleonard@mayerschools.org Fax: 928-632-9610 Grade Range K-6</p> <p>Mayer Jr./Sr. High School Mr. Jeff Duncan, Principal PO Box 1059 17300 E. Mule Deer Dr. Mayer, AZ 86333 Phone: 928-642-1200 jduncan@mayersechools.org Fax: 928-632-5714 Grade Range 7-12</p>
<p>Kirkland Elementary School District #23 Ms. Michelle Perey, District Administrator PO Box 210 14200 W. Kirkland-Hillside Rd. Kirkland, AZ 86332 Phone: 928-442-3258 mperey@kirklandaz.org Fax: 928-442-9488 Grade Range K-8</p>	<p>Mingus Union High School District #4 Dr. Paul Tighe, Superintendent 1801 E. Fir St. Cottonwood, AZ 86326 Phone: 928-634-8901 ptighe@muhs.com Fax: 928-649-4399 Grade Range 9-12</p> <p>Mingus Union High School Ms. Jennifer Chilton, Principal 1801 E. Fir St. Cottonwood, AZ 86326 Phone: 928-634-7531 jchilton@muhs.com Fax: 928-639-4236 Grade Range 9-12</p>
<p>Mayer Unified School District #43 Mr. Dean Slaga, Superintendent PO Box 1059 12606 E. Main St. Mayer, AZ 86333 Phone: 928-642-1000 dslaga@mayerschools.org Fax: 928-632-4005 Grade Range K-12</p>	<p>Mountain Institute JTED #02 Mr. Jeramy Plumb, Superintendent 3003 Centerpointe East Dr. Prescott, AZ 86301 Phone: 928-771-0791 jeramy.plumb@mijted.net Fax 928-771-0793 Grade Range 9-12</p> <p>Prescott Unified School District #1 Mr. David Smucker, Superintendent 146 S. Granite St. Prescott, AZ 86303 Phone: 928-445-5400 dave.smucker@prescoltschools.com Fax: 928-776-0243 Grade Range K-12</p>

Prescott USD #1 (Continued)

Abia Judd Elementary School
Mr. Clark Tenney, Principal
1749 Williamson Valley Rd.
Prescott, AZ 86305
Phone: 928-717-3263
clark.tenney@prescottschools.com
Fax: 928-717-3262 Grade Range K-5

Lincoln School
Mrs. Teresa Brusco, Principal
201 Park Ave.
Prescott, AZ 86303
Phone: 928-717-3249
teresa.brusco@prescottschools.com
Fax: 928-717-3248 Grade Range K-5

Miller Valley Elementary School
Mr. Jeff Lane, Principal
900 Iron Springs Rd.
Prescott, AZ 86305
Phone: 928-717-3268
jeff.lane@prescottschools.com
Fax: 928-541-2281 Grade Range K-5

Taylor Hicks Elementary School
Mr. Brian Moore, Principal
1845 Campbell Ave.
Prescott, AZ 86301
Phone: 928-717-3276
brian.moore@prescottschools.com
Fax: 928-717-3275 Grade Range K-5

Washington School
Mr. Harold Tenney, Principal
300 E. Gurley St.
Prescott, AZ 86301
Phone: 928-717-3281
harold.tenney@prescottschools.com
Fax: 928-717-3280 Grade Range K-6

Granite Mountain Middle School
Dr. Rachel Saunders
1800 Williamson Valley Rd.
Prescott, AZ 86305
Phone: 928-717-3253
Rachel.saunders@prescottschools.com
Fax: 928-717-3284 Grade Range 6-8

Prescott USD (Continued)

Prescott Mile High Middle School
Mr. Jim Wells, Principal
300 S. Granite St.
Prescott, AZ 86303
Phone: 928-717-3241
jim.wells@prescottschools.com
Fax: 928-717-3298 Grade Range 6-8

Prescott High School
Mrs. Stephanie Hillig, Principal
1050 Ruth St.
Prescott, AZ 86301
Phone: 928-445-2322
stephanie.hillig@prescottschools.com
Fax: 928-778-6106 Grade Range 9-12

Sedona-Oak Creek Joint Unified School District #9

Mr. Dave Lykins, Superintendent
221 Brewer Rd.
Sedona, AZ 86336
Phone: 928-204-6800
dlykins@sedona.k12.az.us
Fax: 928-282-0232 Grade Range K-12

Big Park Community School
Mr. Jay Litwicki, Principal
25 W. Saddlehorn Ct.
Sedona, AZ 86351
Phone: 928-204-6500
litwicki@sedona.k12.az.us
Fax: 928-284-9796 Grade Range K-8

West Sedona Elementary School
Dr. Lisa Hirsch, Principal Grade Range K-5
hirsch@sedona.k12.az.us
Mr. Scott Keller, Principal Grade Range 6-8
keller@sedona.k12.az.us
570 Posse Ground Rd.
Sedona, AZ 86336
Phone: 928-204-6600
Fax: 928-282-1012

Sedona Red Rock High School
Mr. Darren Karuzas, Principal
995 Upper Red Rock Loop Rd.
Sedona, AZ 86336
Phone: 928-204-6700
karuzas@sedona.k12.az.us
Fax: 928-282-5992 Grade Range 9-12

<p>Seligman Unified School District #40 Ms. Diane Pritchett, Superintendent Mr. Marvin Baker, Principal. PO Box 650 500 N. Main Seligman, AZ 86337 Phone: 928-422-3233 dpritchett@seligman.k12.az.us Fax: 928-422-3642 Grade Range K-12</p>	<p>Yarnell Elementary School District #52 Model Creek Elementary School Mr. Fred Garnett, Superintendent PO Box 575 18912 Hays Ranch Rd. Yarnell, AZ 86332 Phone: 928-427-3347 fgarnett001@gmail.com Fax: 928-427-3348 Grade Range K-8</p>
<p>Skull Valley Elementary School District #15 Mrs. Vicki Hilliker, Principal PO Box 127 3150 Old Skull Valley Rd. South Skull Valley, AZ 86338 Phone: 928-442-3322 admin@skullvalleyschool.org Fax: 928-442-9198 Grade Range K-6</p>	<p>Yavapai College Dr. Penny Wills, President District Office, Building 32-200 1100 E. Sheldon Street Prescott, AZ 86301 Phone: 928-776-2022 penny.wills@yc.edu</p>
<p>Valley Academy for Career and Technology Education District #01 (VACTE) Ms. Lois Lamer, Chief Executive Officer 830 S. Main Street Suite 2-1 Cottonwood, AZ 86326 Phone: 928-634-7131 llamer@vacte.com Fax: 928-649-1775 Grade Range 9-12</p>	<p>Yavapai Accommodation School District #99 Aspire Jr./Sr. High School Dr. Kristen Rex, District Executive Officer 2970 Centerpointe East Dr. Prescott, AZ 86301 Phone: 928-759-8126 Krex@yavapaicountyhs.org Fax: 928-759-8136 Grade Range 7-12</p>
<p>Walnut Grove Elementary School District #7 Mr. C. Arden Carter III, Board President 18500 S. Walnut Grove Rd. Kirkland, AZ 86332 Phone: 928-427-6378 komadina@hughes.net Fax: 928-427-6378 dial # then hit 'start' (Transporting District for Grade Range K-12)</p>	<p>Yavapai County High School Dr. Kristen Rex, District Executive Officer 6325 Baja Circle Prescott Valley, AZ 86314 Phone: 928-759-8126 krex@yavapaicountyhs.org Fax: 928-759-8136 Grade Range 9-12</p>
<p>Williamson Valley Elementary School District #2 Mr. John Kieckhefer, Board President 7295 N. Bridle Path Prescott, AZ 86305 Phone: 928-445-8126 kd7gjh@cableone.net Fax: 928-708-0117 (Transporting District for Grade Range K-12)</p>	<p>Yavapai County Detention School Ms. Marvy McNeese, Principal 1100 Prescott Lakes Parkway Prescott, AZ 86301 Phone: 928-771-3147 marvy.mcneese@yavapai.us Fax: 928-771-3148 Grade Range 3-12</p> <p>Yavapai County Support Services Mr. Stan Goligoski, Executive Director 2970 Centerpointe East Dr. Prescott, AZ 86301 Phone: 928-771-3544 Stan.goligoski@yavapai.us Fax: 928-771-3549</p>

Presenter : Patricia McCarver

Start Time : 1:26 PM

Item No : 13

Proposed By : Patricia McCarver

Time Req : 0

Proposed : 3/31/2015

Item Type : Heading

Policy No.	Description	Ref No
3.4	To accomplish its job products with a governance style consistent with Board policies, the Board shall follow an annual agenda which (a) completes a re-exploration of Ends policies annually; and (b) continually improves Board performance through Board education and enriched input and deliberation.	558881

Description : INFORMATION - HEADING

Details :

Attachments :

No Attachments

Presenter : Patricia McCarver

Start Time : 1:26 PM

Item No : 14

Proposed By : Patricia McCarver

Time Req : 20

Proposed : 3/31/2015

Item Type : Information Item

Policy No.	Description	Ref No
2.5	The President shall not permit the Board to be uninformed, misinformed, or unsupported in its work.	344945

Description : Information from the President to Include: Introduction of Interim Vice President for Instruction and Student Development; Executive Leadership Institute (ELI) Graduation; SSS Trio Grant; Draft Strategic Plan For 2015-2020; Yavapai Combined Trust Quarterly Report; College Highlights; Facilities Management News; and Other Related Issues - INFORMATION AND/OR DISCUSSION

Details : Dr. Penny Wills will report on the topics with discussion from the Board:

- Introduction of Scott Farnsworth, Interim Vice President for Instruction and Student Development
- Executive Leadership Institute (ELI) Graduation
- SSS Trio Grant from US Department of Education
- Draft Strategic Plan for 2015 - 2020 - Tom Hughes, Director for Institutional Effectiveness and Research
- Yavapai Combined Trust Quarterly Report - Attached
- College Highlights - August 2015- Attached - Information Only
- Facilities Management News - July 2015 - Attached - Information Only
- Other Related Issues

Attachments :

Title	Created	Filename
TRiO Grant.pdf	Jul 29, 2015	TRiO Grant.pdf
YCT - FY14-15 Monthly Report through April 2015.pdf	Jul 30, 2015	YCT - FY14-15 Monthly Report through April 2015.pdf
August 2015 College Highlights.pdf	Jul 30, 2015	August 2015 College Highlights.pdf
July 2015 YAVAPAI COLLEGE Facilities Management News.pdf	Aug 04, 2015	July 2015 YAVAPAI COLLEGE Facilities Management News.pdf
August 2015 YAVAPAI COLLEGE Facilities Management News.pdf	Aug 04, 2015	August 2015 YAVAPAI COLLEGE Facilities Management News.pdf



**US Department of Education
Washington, D.C. 20202**

GRANT AWARD NOTIFICATION

Grant for Student Support Services TRiO Program

Awarded Over Five Years



Yavapai Combined Trust

Monthly Report

Reporting Period: July 2014 through June 2015

(Updated April 2015)

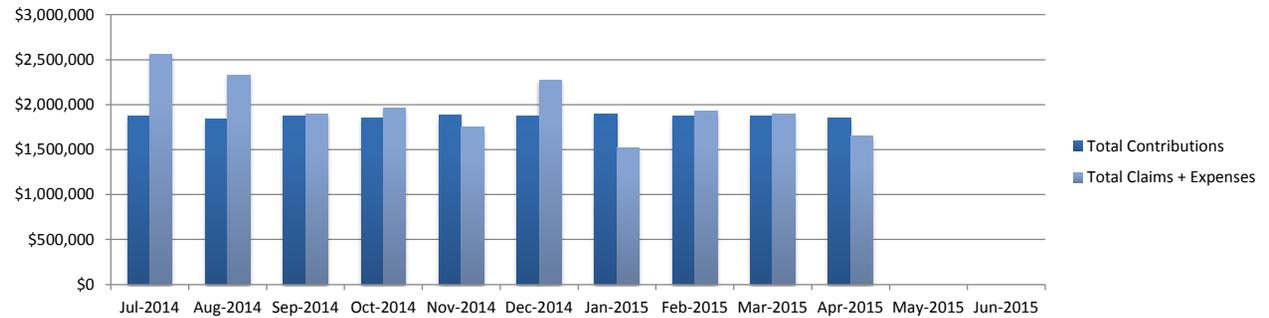
★ Segal Consulting

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• Summary of Dental Self-Funded Plan Costs	4
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• Medical Paid Claims and Enrollment by Plan	7
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• Rolling 12 Months Accumulated Medical/Rx Claims Trend	
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– Medical/Rx Paid Trend PEPM	14

Paid claims during the period July 2014 through April 2015 have been 12.4% higher than during the same period in the prior plan year, and 9.8% higher than the average during the 2013-14 plan year.

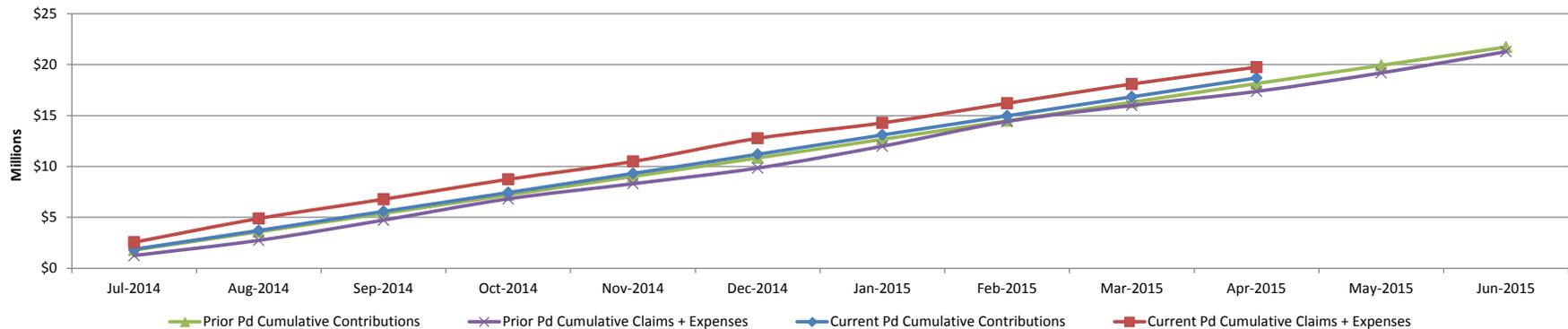
As a result, the overall paid loss ratio is 105.6% for the current plan year to date.



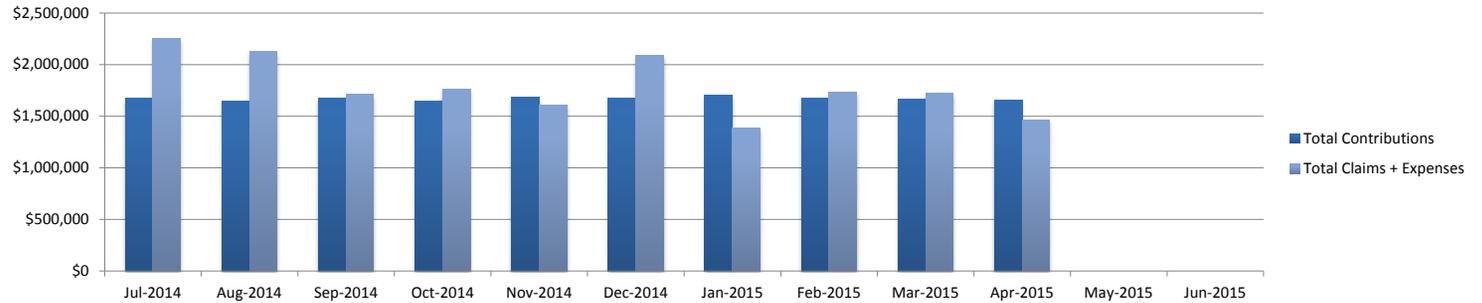
	Medical Enrollment	Contributions ⁽¹⁾	Paid Claims						Total Claims	Expenses ⁽²⁾	Net Surplus/(Loss)	Loss Ratio
			Medical	Pharmacy	Dental	Vision	STD					
Jul-2014	2,293	\$1,869,172	\$1,779,608	\$304,917	\$210,575	\$78,413	\$7,932	\$2,381,444	\$175,523	(\$687,795)	136.8%	
Aug-2014	2,293	\$1,843,149	\$1,696,255	\$288,271	\$143,150	\$40,413	\$10,047	\$2,178,137	\$151,376	(\$486,364)	126.4%	
Sep-2014	2,298	\$1,874,416	\$1,287,262	\$249,063	\$139,449	\$27,058	\$10,212	\$1,713,043	\$179,967	(\$18,595)	101.0%	
Oct-2014	2,310	\$1,849,730	\$1,184,796	\$356,610	\$147,562	\$33,199	\$8,791	\$1,730,958	\$226,537	(\$107,766)	105.8%	
Nov-2014	2,323	\$1,880,298	\$1,088,713	\$333,823	\$108,911	\$22,696	\$7,612	\$1,561,755	\$189,626	\$128,917	93.1%	
Dec-2014	2,313	\$1,878,090	\$1,196,631	\$400,571	\$142,222	\$28,543	\$7,839	\$1,775,807	\$497,212	(\$394,929)	121.0%	
Jan-2015	2,345	\$1,900,395	\$775,027	\$431,979	\$98,507	\$18,274	\$5,587	\$1,329,372	\$189,282	\$381,741	79.9%	
Feb-2015	2,315	\$1,874,631	\$1,177,834	\$382,145	\$129,502	\$34,150	\$17,868	\$1,741,499	\$183,550	(\$50,418)	102.7%	
Mar-2015	2,358	\$1,870,133	\$1,164,467	\$375,036	\$132,704	\$18,834	\$14,268	\$1,705,309	\$188,138	(\$23,314)	101.2%	
Apr-2015	2,346	\$1,855,058	\$945,272	\$349,349	\$138,362	\$25,065	\$12,529	\$1,470,576	\$179,161	\$205,321	88.9%	
May-2015												
Jun-2015												
TOTAL	23,194	\$18,695,070	\$12,295,864	\$3,471,764	\$1,390,944	\$326,645	\$102,684	\$17,587,901	\$2,160,371	(\$1,053,202)	105.6%	
Average	2,319	\$1,869,507	\$1,229,586	\$347,176	\$139,094	\$32,664	\$10,268	\$1,758,790	\$216,037	(\$105,320)	105.6%	
Prior Pd (10 month) Avg	2,307	\$1,814,007	\$1,117,656	\$280,471	\$120,187	\$35,052	\$10,904	\$1,564,270	\$172,855	\$76,883	95.8%	
Change from Prior Pd	0.5%	3.1%	10.0%	23.8%	15.7%	-6.8%	-5.8%	12.4%	25.0%	n/a	n/a	
Prior Plan Year Avg	2,304	\$1,810,834	\$1,153,047	\$282,000	\$122,205	\$33,742	\$10,865	\$1,601,860	\$170,918	\$38,056	97.9%	
Change from Prior PY Avg	0.7%	3.2%	6.6%	23.1%	13.8%	-3.2%	-5.5%	9.8%	26.4%	n/a	n/a	

(1) Includes COBRA contributions

(2) Consulting expenses for the months of March and April are based on Segal's invoices



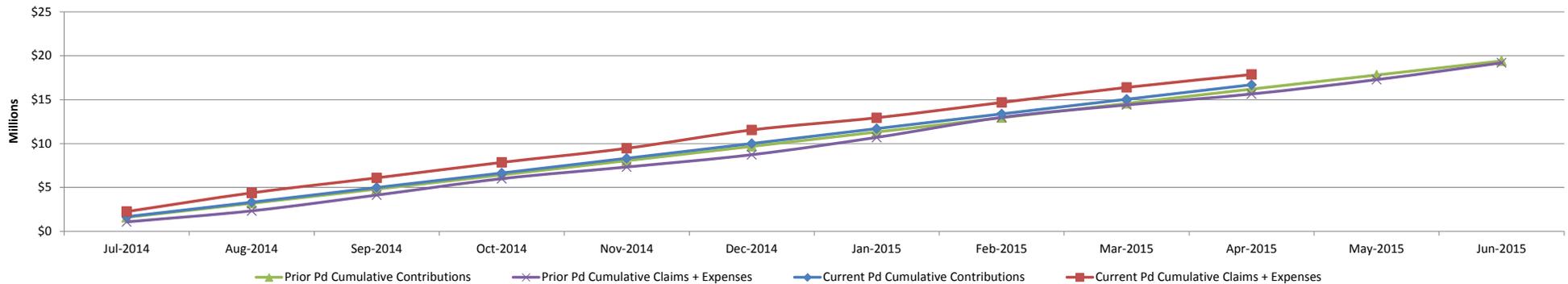
Medical/Rx claims experience during the 2014-2015 plan year continues to be high. Medical claims during the current plan year to date have been 12.8% higher than the same period in the prior plan year, and Rx claims have been 23.8% higher.



	Enrollment	Contributions ⁽¹⁾	Paid Claims					Stop Loss Refunds	Rx Rebates	Plan Expenses ⁽²⁾	Total Cost	Net Surplus/(Loss)	Loss Ratio
			Premier	Basic Plus	HDHP	Medical	Rx						
Jul-2014	2,293	\$1,671,505	\$997,413	\$783,595	\$1,932	\$1,782,941	\$304,917	(\$3,333)	\$0	\$168,741	\$2,253,266	(\$581,760)	134.8%
Aug-2014	2,293	\$1,645,482	\$618,139	\$1,039,445	\$38,671	\$1,696,255	\$288,271	\$0	\$0	\$144,594	\$2,129,120	(\$483,637)	129.4%
Sep-2014	2,298	\$1,676,125	\$515,883	\$748,892	\$22,487	\$1,287,262	\$249,063	\$0	\$0	\$173,163	\$1,709,488	(\$33,362)	102.0%
Oct-2014	2,310	\$1,650,160	\$629,379	\$526,994	\$42,076	\$1,198,448	\$356,610	(\$13,652)	\$0	\$219,701	\$1,761,107	(\$110,947)	106.7%
Nov-2014	2,323	\$1,679,910	\$571,816	\$529,881	\$40,455	\$1,142,152	\$333,823	(\$53,439)	\$0	\$182,765	\$1,605,301	\$74,609	95.6%
Dec-2014	2,313	\$1,678,088	\$760,453	\$418,774	\$80,922	\$1,260,149	\$400,571	(\$63,518)	\$0	\$490,373	\$2,087,575	(\$409,487)	124.4%
Jan-2015	2,345	\$1,698,696	\$505,124	\$338,555	\$67,969	\$911,648	\$431,979	(\$136,621)	\$0	\$182,372	\$1,389,377	\$309,319	81.8%
Feb-2015	2,315	\$1,673,546	\$841,294	\$307,401	\$29,139	\$1,177,834	\$382,145	\$0	\$0	\$176,632	\$1,736,612	(\$63,066)	103.8%
Mar-2015	2,358	\$1,668,148	\$1,037,301	\$450,412	\$28,803	\$1,516,516	\$375,036	(\$352,049)	\$0	\$181,215	\$1,720,717	(\$52,569)	103.2%
Apr-2015	2,346	\$1,653,963	\$557,030	\$437,732	\$70,624	\$1,065,386	\$349,349	(\$120,114)	\$0	\$172,256	\$1,466,877	\$187,086	88.7%
May-2015													
Jun-2015													
TOTAL	23,194	\$16,695,625	\$7,033,833	\$5,581,681	\$423,077	\$13,038,591	\$3,471,764	(\$742,727)	\$0	\$2,091,811	\$17,859,439	(\$1,163,814)	107.0%
Average	2,319	\$1,669,563	\$703,383	\$558,168	\$42,308	\$1,303,859	\$347,176	(\$74,273)	\$0	\$209,181	\$1,785,944	(\$116,381)	107.0%
Prior Pd (10 month) Avg	2,307	\$1,620,265	\$844,048	\$311,841	\$0	\$1,155,889	\$280,470	(\$38,233)	\$0	\$166,041	\$1,564,168	\$56,097	96.5%
Change from Prior Pd	0.5%	3.0%	-16.7%	79.0%	n/a	12.8%	23.8%	94.3%	-100.0%	26.0%	14.2%	n/a	n/a
Prior Plan Year Avg	2,304	\$1,617,205	\$854,348	\$341,812	\$0	\$1,196,160	\$282,000	(\$43,112)	\$0	\$164,099	\$1,599,146	\$1,453,107	98.9%
Change from Prior PY Avg	0.7%	3.2%	-17.7%	63.3%	n/a	9.0%	23.1%	72.3%	-100.0%	27.5%	11.7%	n/a	n/a

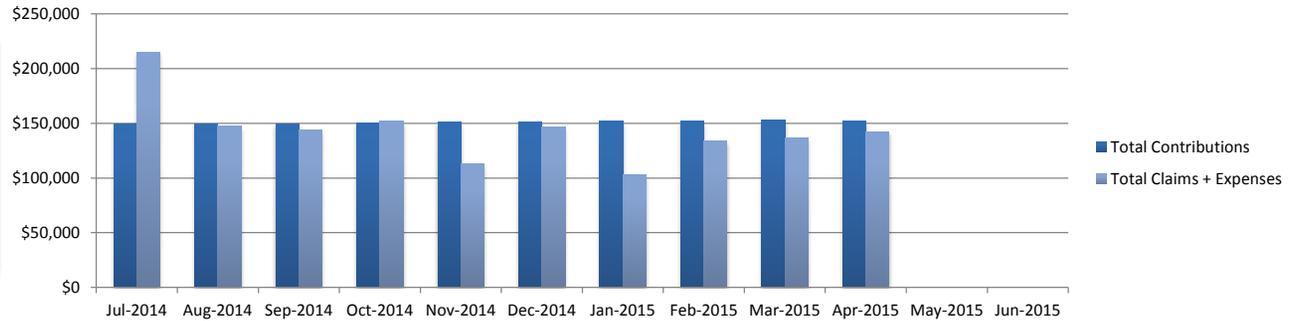
(1) Includes COBRA contributions

(2) Consulting expenses for the months of March and April are based on Segal's invoices

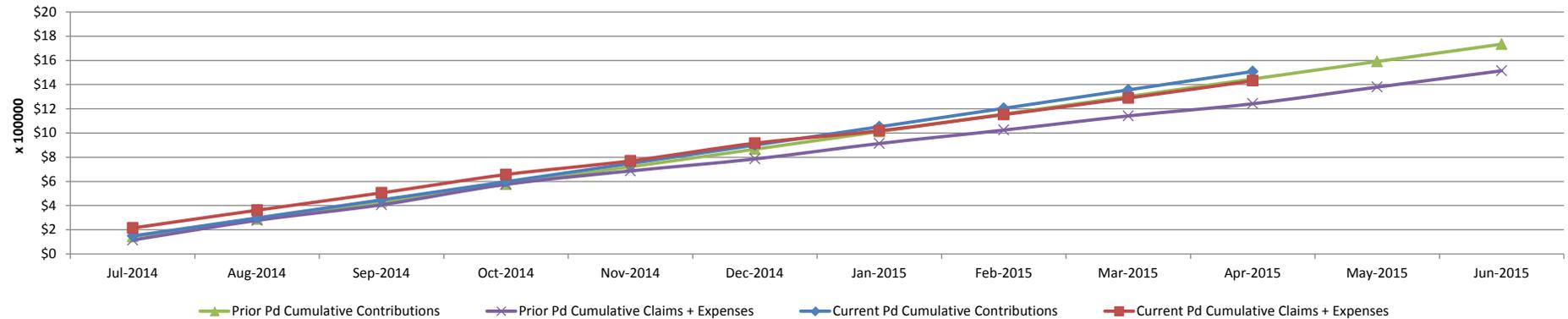


Total Dental claims during the period July 2014 through April 2015 have been 15.7% higher than the same period in the prior plan year, and 13.8% higher than the average during the 2013-2014 plan year.

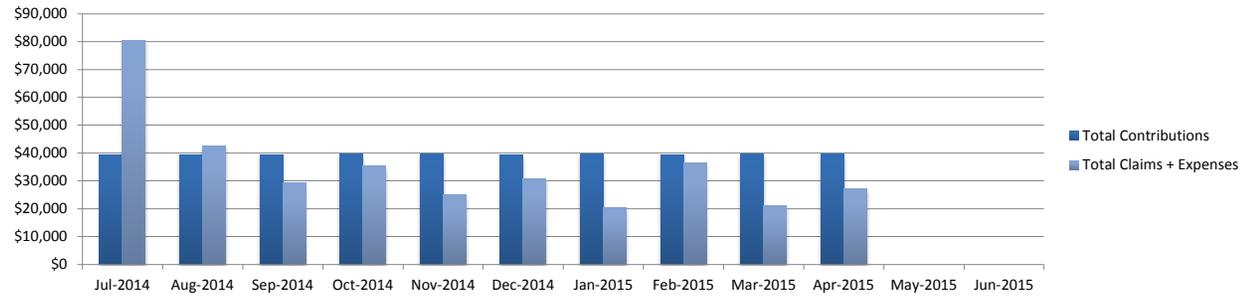
The loss ratio for the first ten months of the current plan year is 94.9%.



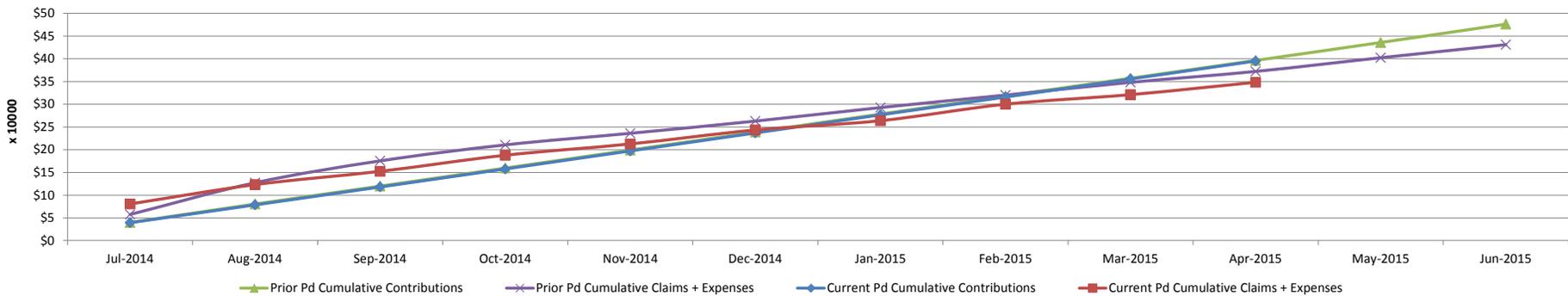
	Enrollment	Contributions	Paid Claims			Plan Expenses	Total Cost	Net Surplus/(Loss)	Loss Ratio
			Comprehensive	Preventive	Total Dental				
Jul-2014	2,267	\$148,921	\$202,997	\$7,577	\$210,575	\$3,967	\$214,542	(\$65,621)	144.1%
Aug-2014	2,267	\$148,921	\$139,117	\$4,033	\$143,150	\$3,967	\$147,117	\$1,804	98.8%
Sep-2014	2,275	\$149,418	\$133,696	\$5,753	\$139,449	\$3,981	\$143,431	\$5,987	96.0%
Oct-2014	2,284	\$150,385	\$141,981	\$5,581	\$147,562	\$3,997	\$151,559	(\$1,174)	100.8%
Nov-2014	2,295	\$151,068	\$104,894	\$4,017	\$108,911	\$4,016	\$112,927	\$38,141	74.8%
Dec-2014	2,289	\$150,818	\$135,394	\$6,828	\$142,222	\$4,006	\$146,228	\$4,590	97.0%
Jan-2015	2,316	\$152,115	\$93,422	\$5,085	\$98,507	\$4,053	\$102,560	\$49,555	67.4%
Feb-2015	2,341	\$152,209	\$123,739	\$5,763	\$129,502	\$4,097	\$133,598	\$18,611	87.8%
Mar-2015	2,324	\$152,546	\$126,474	\$6,230	\$132,704	\$4,067	\$136,771	\$15,775	89.7%
Apr-2015	2,315	\$151,770	\$134,397	\$3,966	\$138,362	\$4,051	\$142,414	\$9,356	93.8%
May-2015									
Jun-2015									
TOTAL	22,973	\$1,508,171	\$1,336,111	\$54,833	\$1,390,944	\$40,203	\$1,431,147	\$77,024	94.9%
Average	2,297	\$150,817	\$133,611	\$5,483	\$139,094	\$4,020	\$143,115	\$7,702	94.9%
Prior Pd (10 month) Avg	2,275	\$144,640	\$115,317	\$4,870	\$120,187	\$3,982	\$124,169	\$20,470	85.8%
Change from Prior Pd	1.0%	4.3%	15.9%	12.6%	15.7%	1.0%	15.3%	n/a	n/a
Prior Plan Year Avg	2,274	\$144,502	\$117,348	\$4,857	\$122,205	\$3,979	\$126,184	\$18,317	87.3%
Change from Prior PY Avg	1.0%	4.4%	13.9%	12.9%	13.8%	1.0%	13.4%	n/a	n/a



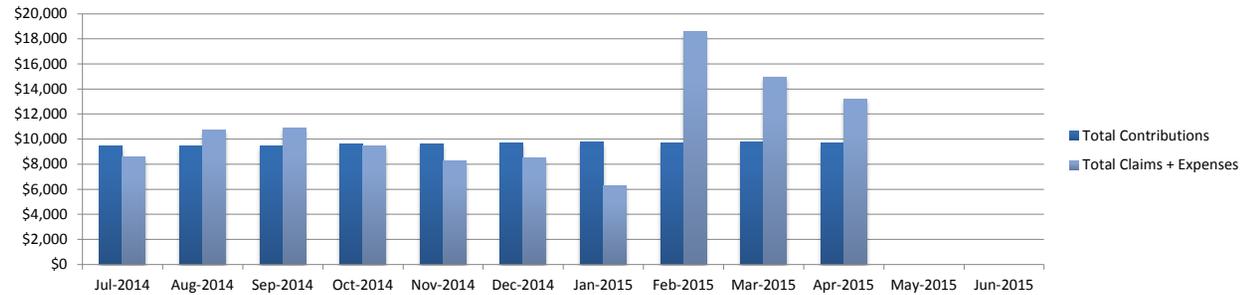
The loss ratio for the first ten months of the current year is 88.2%, compared to 93.9% for the same period during the prior plan year.



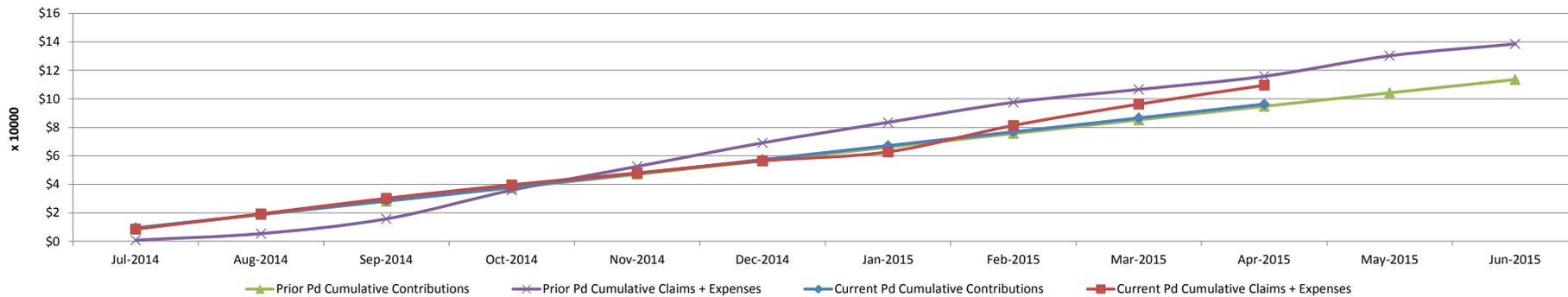
	Enrollment	Contributions	Paid Claims	Plan Expenses	Total Cost	Net Surplus/(Loss)	Loss Ratio
Jul-2014	1,716	\$39,264	\$78,413	\$2,145	\$80,558	(\$41,294)	205.2%
Aug-2014	1,716	\$39,264	\$40,413	\$2,145	\$42,558	(\$3,294)	108.4%
Sep-2014	1,721	\$39,381	\$27,058	\$2,151	\$29,209	\$10,172	74.2%
Oct-2014	1,728	\$39,591	\$33,199	\$2,160	\$35,359	\$4,232	89.3%
Nov-2014	1,731	\$39,678	\$22,696	\$2,164	\$24,860	\$14,818	62.7%
Dec-2014	1,721	\$39,486	\$28,543	\$2,151	\$30,694	\$8,792	77.7%
Jan-2015	1,736	\$39,837	\$18,274	\$2,170	\$20,444	\$19,393	51.3%
Feb-2015	1,712	\$39,204	\$34,150	\$2,140	\$36,290	\$2,914	92.6%
Mar-2015	1,735	\$39,675	\$18,834	\$2,169	\$21,003	\$18,672	52.9%
Apr-2015	1,734	\$39,618	\$25,065	\$2,168	\$27,232	\$12,386	68.7%
May-2015							
Jun-2015							
TOTAL	17,250	\$394,998	\$326,645	\$21,563	\$348,207	\$46,791	88.2%
Average	1,725	\$39,500	\$32,664	\$2,156	\$34,821	\$4,679	88.2%
Prior Pd (10 month) Avg	1,725	\$39,627	\$35,052	\$2,156	\$37,208	\$2,419	93.9%
Change from Prior Pd	0.0%	-0.3%	-6.8%	0.0%	-6.4%	n/a	n/a
Prior Plan Year Avg	1,732	\$39,668	\$33,742	\$2,165	\$35,907	\$3,761	90.5%
Change from Prior PY Avg	-0.4%	-0.4%	-3.2%	-0.4%	-3.0%	n/a	n/a

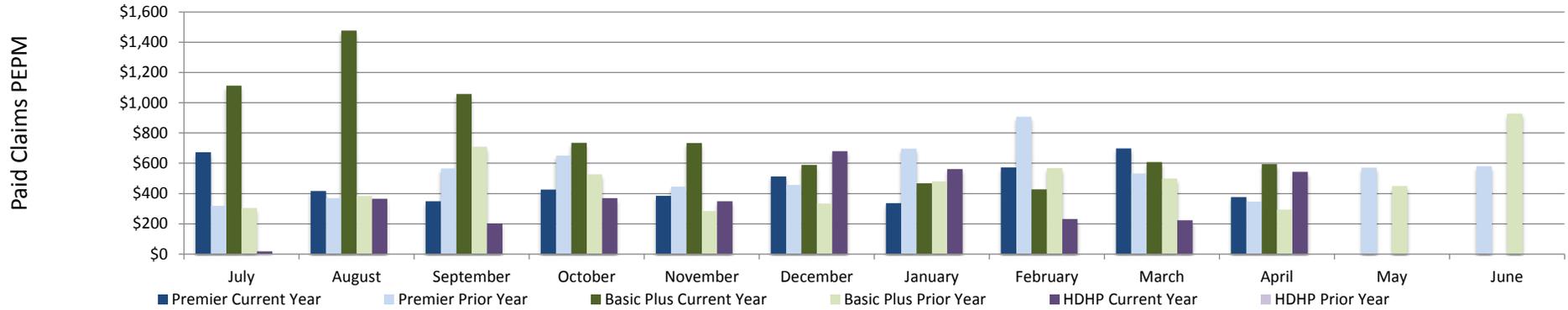


In the current plan year to date, STD claims and expenses have exceed contributions by \$13,202, resulting in a loss ratio of 113.7%.



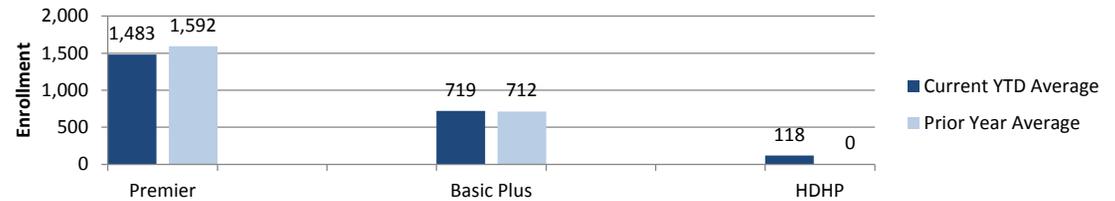
	Enrollment	Contributions	Paid Claims	Plan Expenses	Total Cost	Net Surplus/(Loss)	Loss Ratio
Jul-2014	2,233	\$9,482	\$7,932	\$670	\$8,601	\$880	90.7%
Aug-2014	2,233	\$9,482	\$10,047	\$670	\$10,717	(\$1,236)	113.0%
Sep-2014	2,239	\$9,491	\$10,212	\$672	\$10,883	(\$1,392)	114.7%
Oct-2014	2,263	\$9,593	\$8,791	\$679	\$9,470	\$123	98.7%
Nov-2014	2,270	\$9,641	\$7,612	\$681	\$8,293	\$1,349	86.0%
Dec-2014	2,275	\$9,698	\$7,839	\$683	\$8,522	\$1,176	87.9%
Jan-2015	2,290	\$9,747	\$5,587	\$687	\$6,274	\$3,473	64.4%
Feb-2015	2,268	\$9,671	\$17,868	\$680	\$18,548	(\$8,877)	191.8%
Mar-2015	2,291	\$9,764	\$14,268	\$687	\$14,955	(\$5,191)	153.2%
Apr-2015	2,286	\$9,707	\$12,529	\$686	\$13,214	(\$3,507)	136.1%
May-2015							
Jun-2015							
TOTAL	22,648	\$96,276	\$102,684	\$6,794	\$109,478	(\$13,202)	113.7%
Average	2,265	\$9,628	\$10,268	\$679	\$10,948	(\$1,320)	113.7%
Prior Pd (10 month) Avg	2,252	\$9,475	\$10,904	\$675	\$11,580	(\$2,104)	122.2%
Change from Prior Pd	0.6%	1.6%	-5.8%	0.6%	-5.5%	n/a	n/a
Prior Plan Year Avg	2,249	\$9,459	\$10,865	\$675	\$11,539	(\$2,081)	122.0%
Change from Prior PY Avg	0.7%	1.8%	-5.5%	0.7%	-5.1%	n/a	n/a



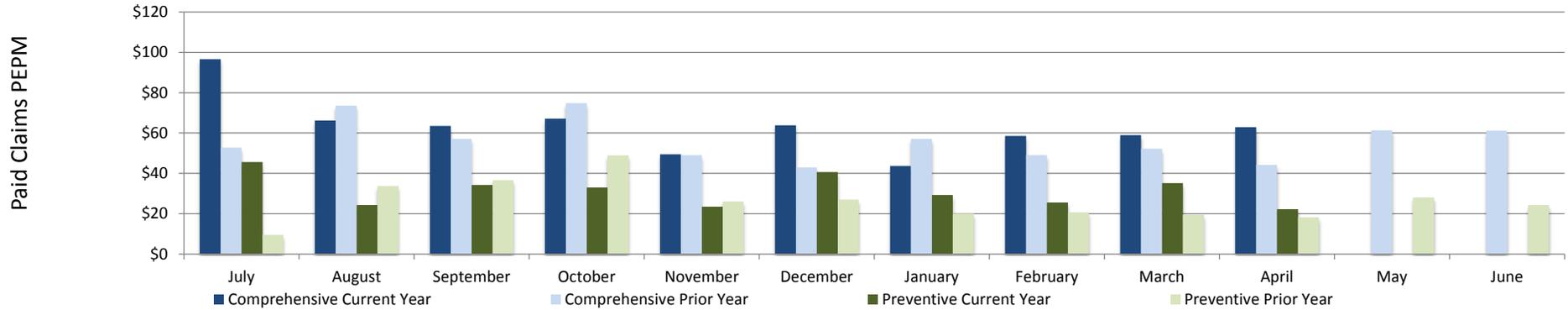


	Premier	Basic Plus	HDHP
Current YTD PEPM	\$474.39	\$776.42	\$359.15
Prior Average PEPM	\$536.68	\$480.07	n/a
% Change	-11.6%	61.7%	n/a

Paid claims PEPM for the Basic Plus plan for the current plan year to date are 61.7% higher than during the prior plan year. Claims for the new HDHP option are lower than for the other two plans on a PEPM basis.

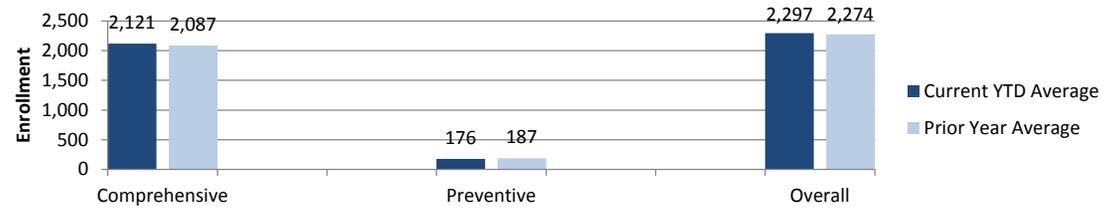


	TOTAL		
	Premier	Basic Plus	HDHP
Jul-2014	1,483	704	106
Aug-2014	1,483	704	106
Sep-2014	1,479	708	111
Oct-2014	1,479	717	114
Nov-2014	1,485	722	116
Dec-2014	1,482	712	119
Jan-2015	1,499	725	121
Feb-2015	1,470	719	126
Mar-2015	1,488	741	129
Apr-2015	1,479	737	130
May-2015			
Jun-2015			
Average	1,483	719	118
% of Total	63.9%	31.0%	5.1%
Prior Year Average	1,592	712	0
Change	-6.9%	1.0%	n/a



	Comprehensive	Preventive	Overall
Current YTD PEPM	\$62.99	\$31.10	\$60.55
Prior Average PEPM	\$56.23	\$26.02	\$53.75
% Change	12.0%	19.5%	12.7%

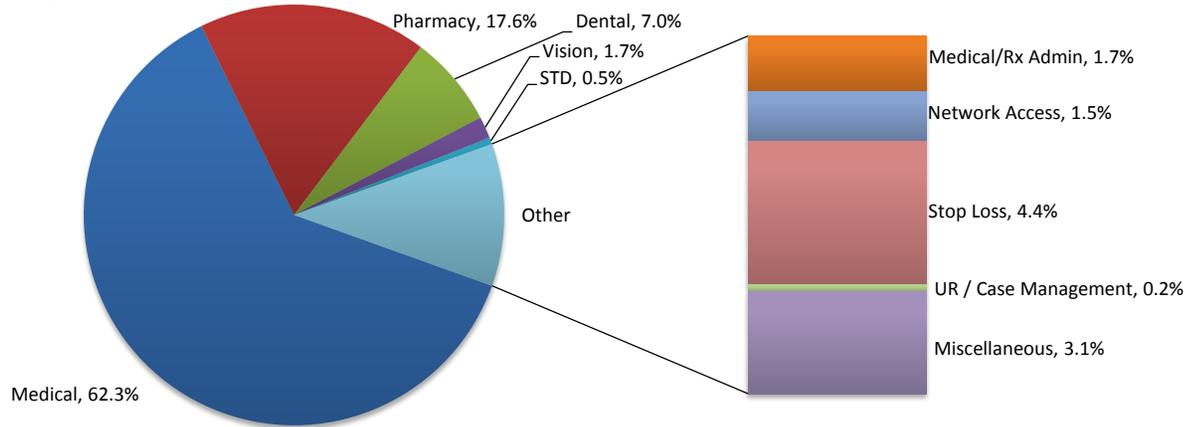
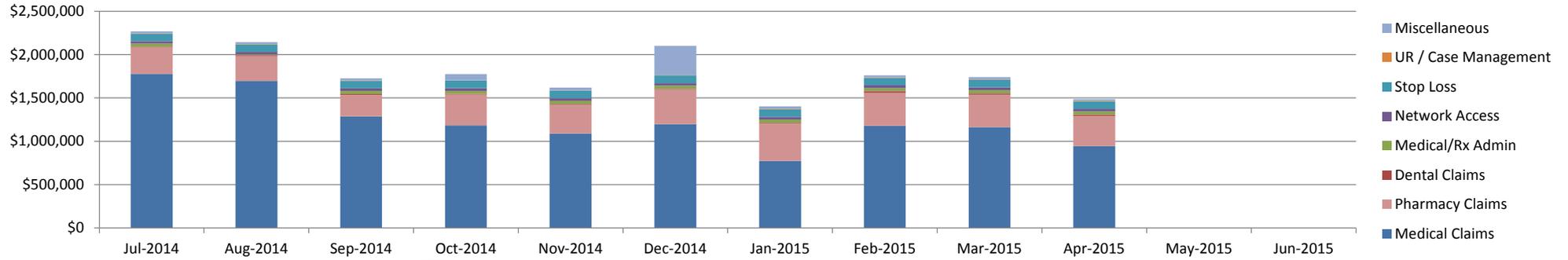
Consistent with the prior plan year, most dental participants are enrolled in the Comprehensive plan option. The paid claims PEPM for this plan during the current plan year to date are \$62.99, an increase of 12.0% over the prior plan year average.



	Comprehensive	Preventive	Overall
Jul-2014	2,101	166	2,267
Aug-2014	2,101	166	2,267
Sep-2014	2,107	168	2,275
Oct-2014	2,115	169	2,284
Nov-2014	2,124	171	2,295
Dec-2014	2,121	168	2,289
Jan-2015	2,142	174	2,316
Feb-2015	2,115	226	2,341
Mar-2015	2,147	177	2,324
Apr-2015	2,137	178	2,315
May-2015			
Jun-2015			
Average	2,121	176	2,297
% of Total	46.2%	3.8%	50.0%
Prior Year Average	2,087	187	2,274
Change	1.6%	-5.6%	1.0%



Yavapai Combined Trust Claims and Non-Claim Expenses

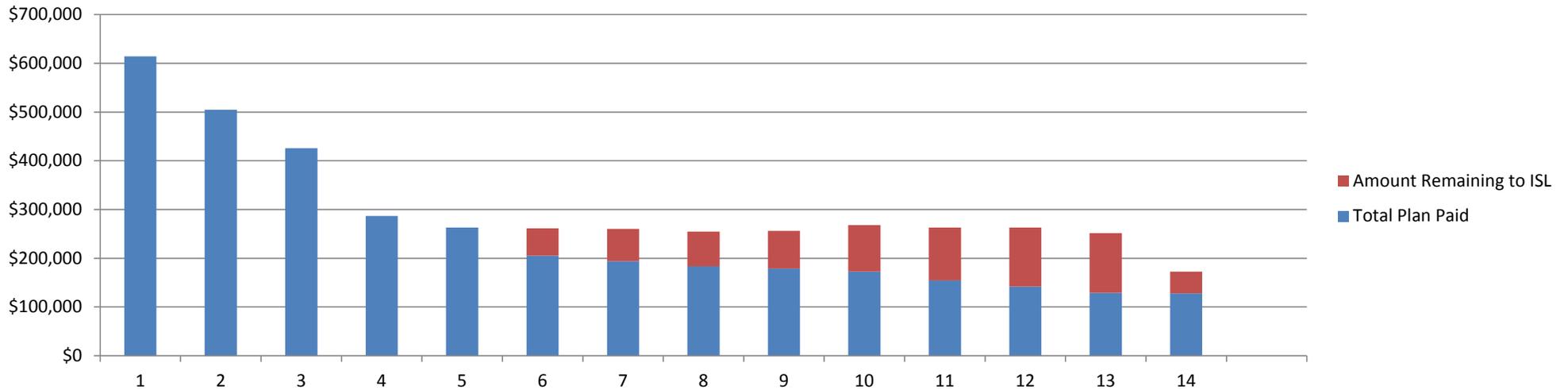


Changes to non-claim expenses from the prior plan year are consistent with renewals for the 2014-2015 plan year. However, expenses were higher in December due to ACA payments.

	Medical Enrollment	Paid Claims					Non-Claim Expenses				
		Medical	Pharmacy	Dental	Vision	STD	Medical/Rx Admin	Network Access	Stop Loss	UR / Case Management	Miscellaneous
Jul-2014	2,293	\$1,779,608	\$304,917	\$210,575	\$78,413	\$7,932	\$33,878	\$29,666	\$85,021	\$4,222	\$22,736
Aug-2014	2,293	\$1,696,255	\$288,271	\$143,150	\$40,413	\$10,047	\$7,951	\$29,757	\$85,212	\$4,235	\$24,221
Sep-2014	2,298	\$1,287,262	\$249,063	\$139,449	\$27,058	\$10,212	\$35,784	\$29,874	\$85,482	\$4,251	\$24,576
Oct-2014	2,310	\$1,184,796	\$356,610	\$147,562	\$33,199	\$8,791	\$33,221	\$30,251	\$86,672	\$4,305	\$72,089
Nov-2014	2,323	\$1,088,713	\$333,823	\$108,911	\$22,696	\$7,612	\$36,422	\$30,407	\$87,143	\$4,327	\$31,327
Dec-2014	2,313	\$1,196,631	\$400,571	\$142,222	\$28,543	\$7,839	\$37,288	\$30,459	\$87,200	\$4,335	\$337,931
Jan-2015	2,345	\$775,027	\$431,979	\$98,507	\$18,274	\$5,587	\$37,644	\$30,589	\$87,660	\$4,353	\$29,036
Feb-2015	2,315	\$1,177,834	\$382,145	\$129,502	\$34,150	\$17,868	\$37,319	\$30,329	\$86,840	\$4,316	\$24,745
Mar-2015	2,358	\$1,164,467	\$375,036	\$132,704	\$18,834	\$14,268	\$37,419	\$30,615	\$87,671	\$4,357	\$28,075
Apr-2015	2,346	\$945,272	\$349,349	\$138,362	\$25,065	\$12,529	\$37,218	\$30,485	\$87,077	\$4,338	\$20,043
May-2015											
Jun-2015											
Average	2,319	\$1,229,586	\$347,176	\$139,094	\$32,664	\$10,268	\$33,414	\$30,243	\$86,598	\$4,304	\$61,478
PEPM Avg		\$530.13	\$149.68	\$59.97	\$14.08	\$4.43	\$14.41	\$13.04	\$37.34	\$1.86	\$26.51
Prior Plan Year Avg	2,304	\$1,153,047	\$282,000	\$122,205	\$33,742	\$10,865	\$36,615	\$29,359	\$76,972	\$4,946	\$25,500
PEPM Avg		\$500.47	\$122.40	\$53.04	\$14.65	\$4.72	\$15.89	\$12.74	\$33.41	\$2.15	\$11.07
% Change	0.7%	5.9%	22.3%	13.1%	-3.8%	-6.1%	-9.4%	2.3%	11.8%	-13.6%	139.5%



Yavapai Combined Trust Claimants over \$125,000 through April 2015



Five claimants have exceeded the \$250,000 Individual Stop Loss deductible during the current plan year through April.

Claimant #	Status	Major Diagnosis	Medical Paid	Rx Paid	Total Plan Paid
1	Termed	ANTINEOPLASTIC CHEMO ENC	\$581,913	\$32,412	\$614,325
2	Active	ANTINEOPLASTIC CHEMO ENC	\$492,216	\$12,464	\$504,679
3	Active	AC ON CHR SYST HRT FAIL	\$424,531	\$1,358	\$425,889
4	COBRA	SUBARACHINOID HEMORRHAGE	\$286,707	\$4	\$286,711
5	Termed	ANITNEOPLASTIC CHEMO ENC	\$262,422	\$598	\$263,020
6	Active	RX	\$6,606	\$198,692	\$205,298
7	Active	MITRAL VALVE DISORDER	\$192,611	\$1,139	\$193,750
8	Active	INFLAM/TOX NEUROPTHY NOS	\$183,021	\$672	\$183,693
9	Active	RADIOTHERAPY ENCOUNTER	\$177,018	\$1,898	\$178,916
10	Termed	SINGLE LB IN-HOSP W CS	\$172,535	\$40	\$172,575
11	Termed	SECONDARY MALIG NEO NEC	\$153,421	\$946	\$154,366
12	Termed	INTESTINAL ADHES W OBSTR	\$136,268	\$5,436	\$141,704
13	Active	AORTIC VALVE DISORDER	\$129,055	\$35	\$129,090
14	Active	MALIG NEO ASCEND COLON	\$125,980	\$1,777	\$127,757
Total			\$3,324,304	\$257,469	\$3,581,773
% of Medical/Rx Claims			21.1%	1.6%	22.7%



Yavapai Combined Trust Estimated Fund Balance



Calculation as of April 30, 2015

	Recommended Funding Policy	Fund Balance as of 4/30/15 ⁽⁴⁾
Estimated Expenses/Claims For One Month ⁽¹⁾	\$1,971,000	
	+	
Estimated Risk Corridor ⁽²⁾	<u>\$5,292,000</u>	
	=	
Total Estimated Fund Balance	<u>\$7,263,000</u>	
Total Equity		<u>\$11,790,004</u>
	+	+
Estimated Recommended Reserve for Incurred But Not Reported (IBNR) ⁽³⁾	\$2,591,000	
IBNR Liability		\$1,985,000
	+	+
Current Liabilities Other Than IBNR		<u>\$325,346</u>
	=	=
Total Recommended Reserves	<u>\$9,854,000</u>	
Total Liabilities and Equity		<u>\$14,100,350</u>
Reserve Surplus/(Shortage)	<u>\$4,246,350</u>	

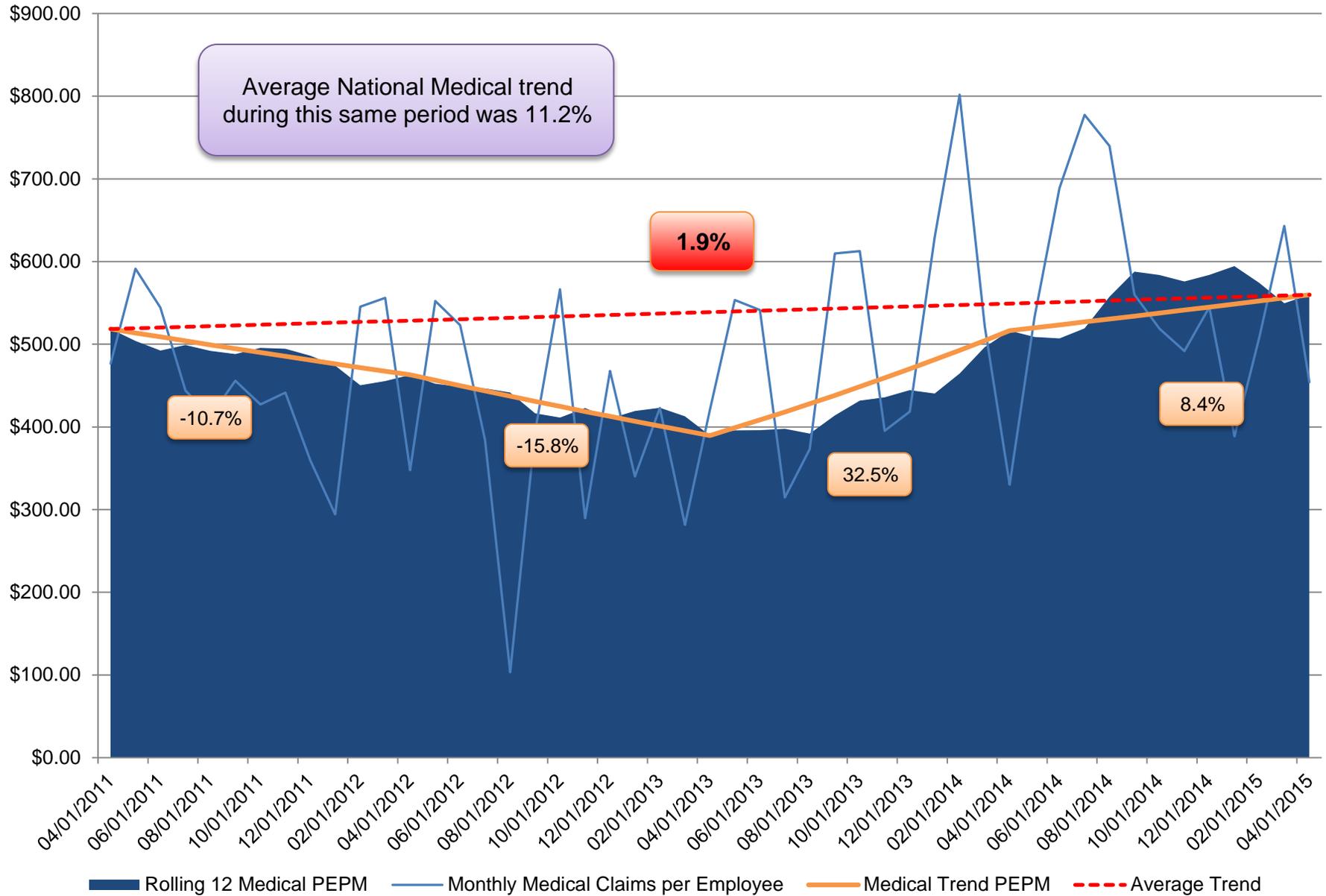
(1) One month average claims and expenses based on 12 month period ending April 30, 2015.

(2) Based on 25% of total paid claims for the past 12 months (excluding stop loss refunds).

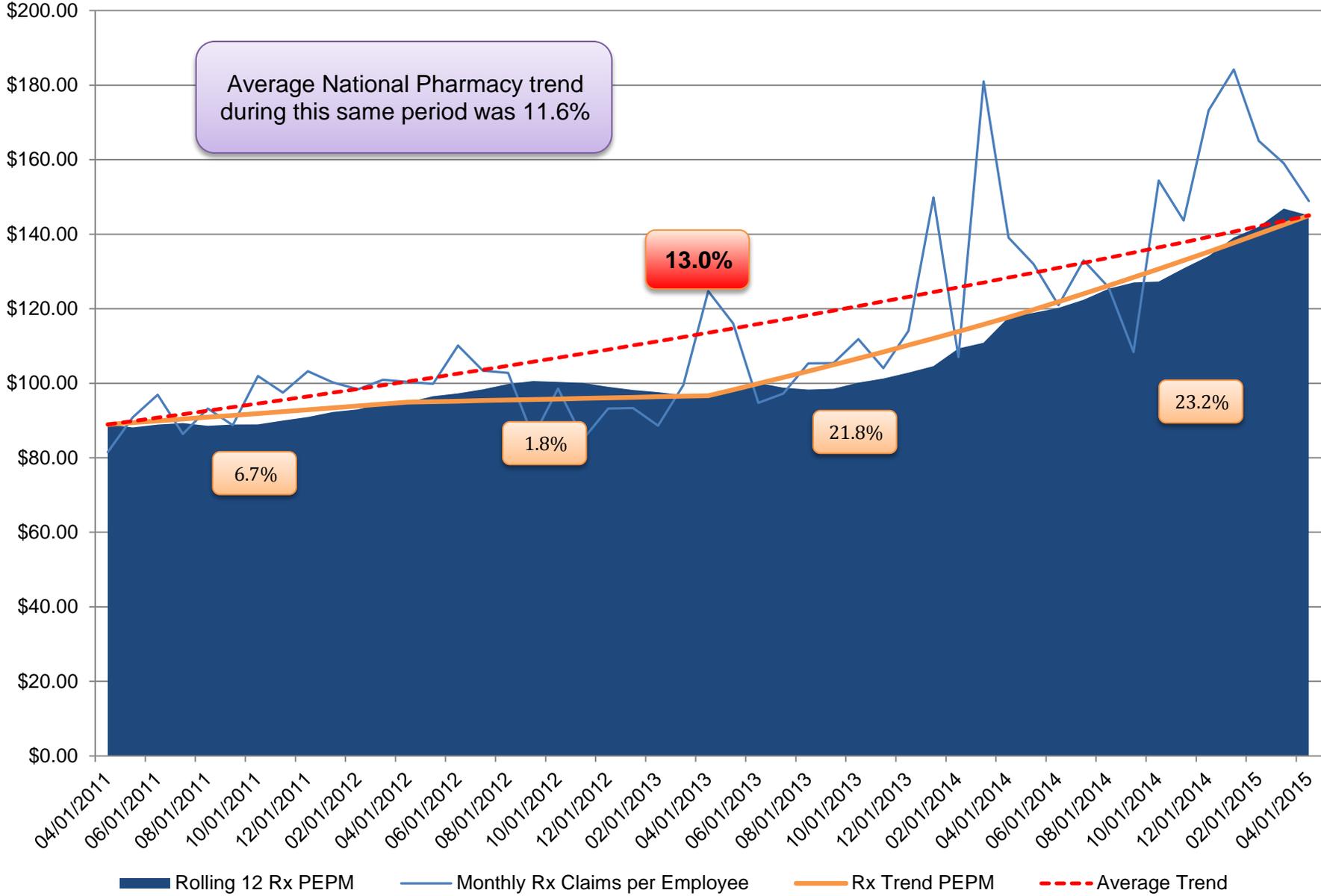
(3) IBNR calculation based on IBNR Reserve as a % of prior 12 months paid claims from June 30, 2014 certification and paid claims during the 12 month period ending April 30, 2015.

(4) 'Total Equity' and 'Total Liabilities and Equity' reflect Balance Sheet provided by Summit.

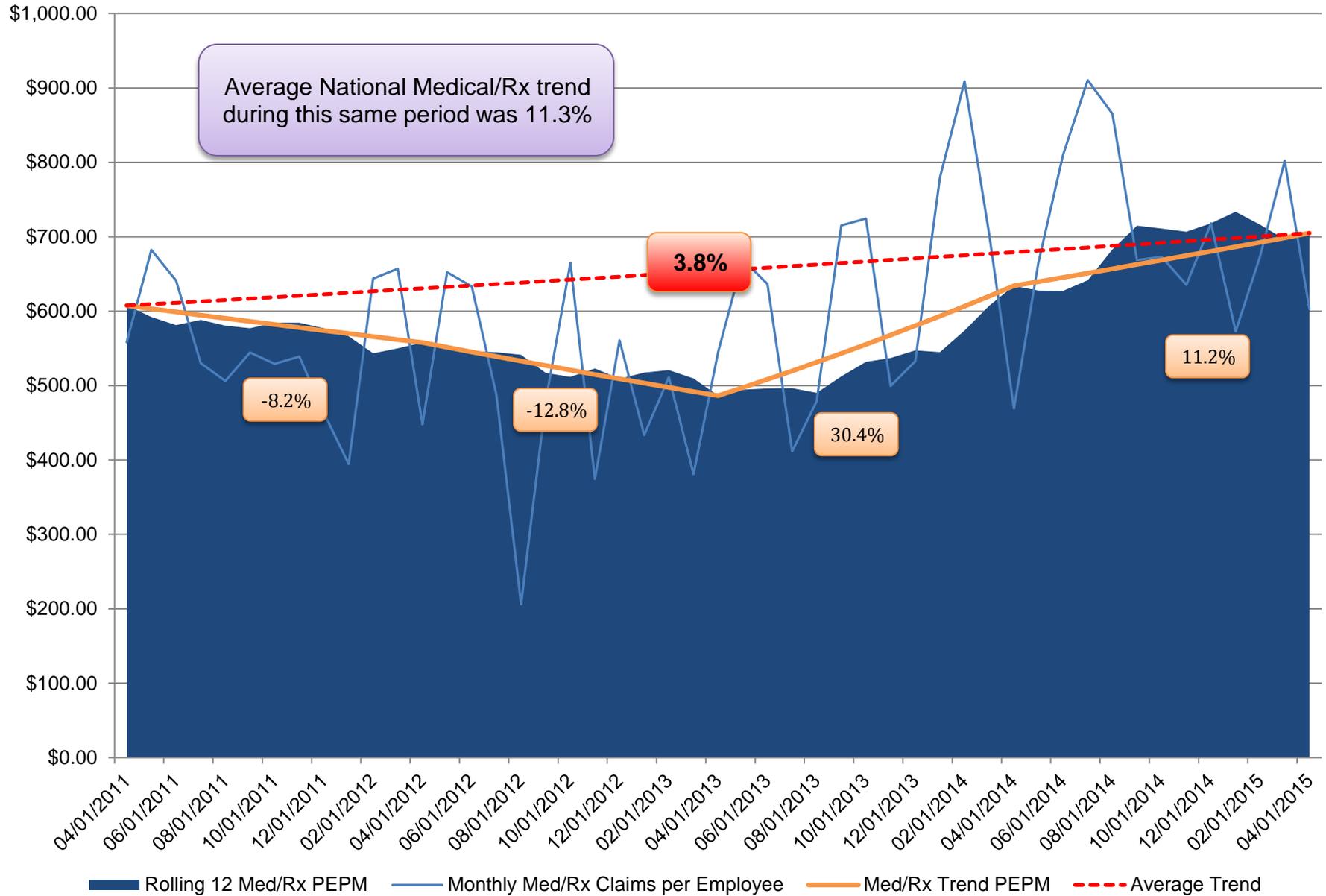
Medical Paid Trend PEPM



Pharmacy Paid Trend PEPM



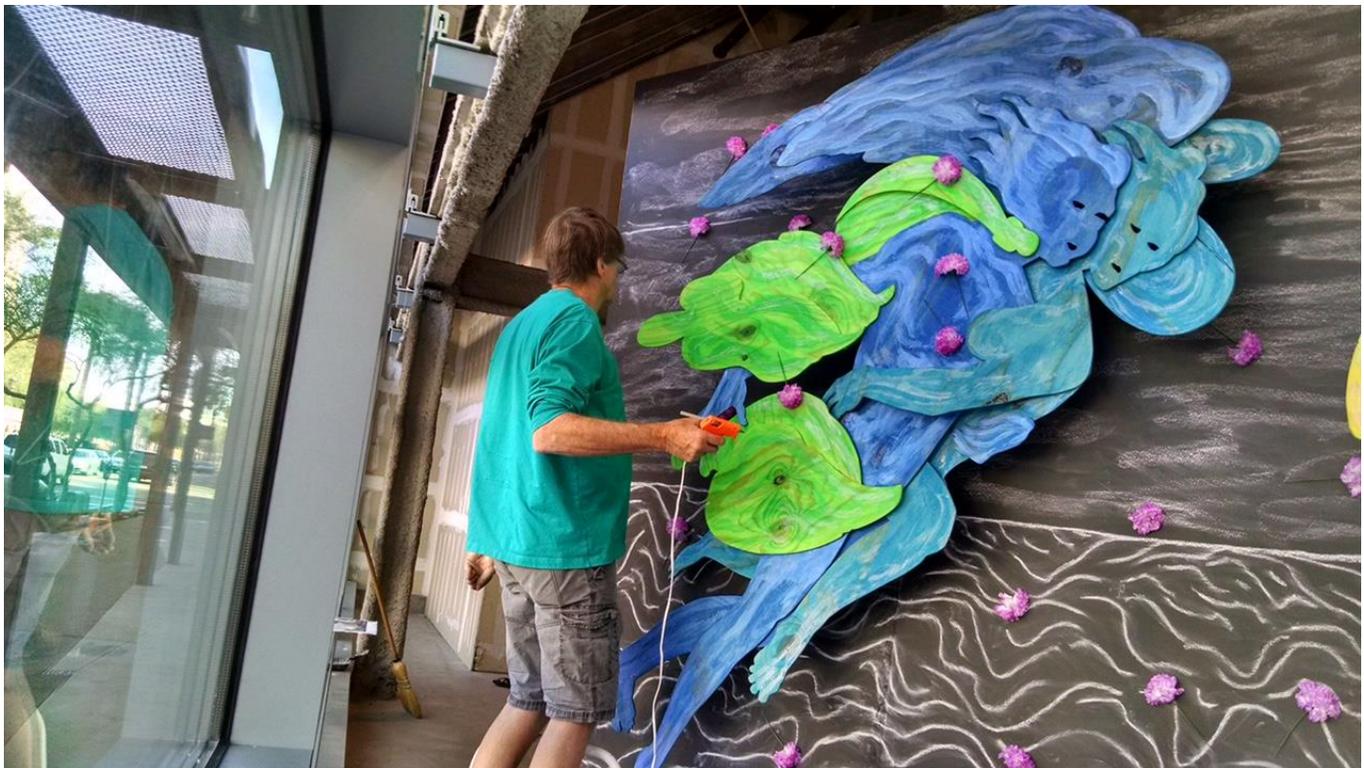
Medical/Rx Paid Trend PEPM



August 2015 College Highlights

Arts and Humanities

- **Eric Boos**, YC Art instructor, was awarded a grant from IN FLUX to create an installation in an empty store front at the convention center on Monroe Street in Phoenix. IN FLUX brings together art, economic development, and property management organizations throughout the greater Phoenix area to provide opportunities for Arizona artists to create temporary public art installations in a wide variety of locations. Eric Boos' display, *The Re-birth of Venus* has been on display since Feb 2015 and will be there until September 2015. For more information click on: <http://influxaz.com/eric-boos-the-re-birth-of-venus.html>



Business, Education and Social Sciences

- **Mike Daniels**, Administration of Justice and Paralegal Studies Adjunct Faculty, NARTA instructor, and Deputy County Attorney, recently received the Juvenile Prosecutor of the Year Award for the State of Arizona. Daniels is recognized as a “compassionate juvenile prosecutor who shows the same passion for his position as the day he assumed the duties.” He is a member of the MATFORCE Underage Drinking Task Force and has coached the Prescott High School mock trial team as well as been assistant coach for his son’s wrestling and baseball teams.

- **Dr. Michael Davis**, Administration of Justice and Paralegal Studies Programs Coordinator, reports that the Administration of Justice Program was recently recognized in the Top Correctional Officer School rankings for Arizona. CorrectionalOfficer.org analyzed the programs of eighteen Arizona schools and placed Yavapai College's program in the top five based on success in producing completers. "With the heavy focus on having program completers, this is a marvelous stat," notes Dr. Davis. "This stat alone shows how much more effective we are at that goal than many of our larger competitors."

Student Development

Financial Aid:

- As of July 15th YC offered \$8,503,636 in Pell funds to 1659 students.
- As of July 15th 266 YC students requested \$1,872,761 in student loans.
- **Diana Dowling**, Assistant Director of Financial Aid, is planning the Fall Arizona Financial Aid conference October 22-23.

Recruitment:

- Presentations completed at Prescott NACOG Offices every Monday.
- **Jessee Porter**, High School Recruitment and Community Outreach, visited 12 Sedona Resorts to promote the new YC Culinary and Hospitality programs to staff.
- Conducted phone campaign to recent high school graduates offering assistance in enrolling at YC for the fall semester.
- Arizona Commission of Indian Affairs held the Native American Youth Forum (Native Youth Know) in Prescott on June 26th.
- Spectrum Health will be on the Verde Valley Campus for information on courses and programs offered.
- Yavapai Apache Nation College and Career Fair hosted July 31st.

TRIO Programs and Veteran Services:

- Student Support Services Grant renewed for an additional five years.
- As of July 15th, 226 Veterans received education benefits and are enrolled for the fall 2015 term.

Residence Life:

- Implementing Living and Learning Environment for YC Residence Halls.

Office of the Registrar:

- Faculty withdraw project is ready for full implementation fall 2015. Faculty may withdraw students directly rather than sending to Enrollment Services.

Enrollment Services:

- Launched Passport to Success program to engage students in activities and services.
- **Terri Eckel**, Title IX Coordinator, will be directing YC trainings for all employees.
- Title IX training for investigators and supervisors took place July 22nd. Training for all other staff and students will continue thru the fall 2015 semester.
- Communications software CRM continues to promote retention by expanding contact with YC students.

Career and Technical Education

- Yavapai College CTEC hosted the first "GEEK" camp for girls in July through the efforts of **Liz Peters**, Professor of Electronics. The GEEK camp, which means "Girls Exploring Engineering Kamp", introduced young girls to many hands-on engineering activities including robotics, aerodynamics, physics, and more. The camp also helps them understand the pathways from elementary school to the JTED, and finally YC and beyond. The successful event exposed 16 young girls to the engineering world before they get stereotypical pressure in high school which might lead them to more traditional fields, never fully giving them a chance to explore engineering and STEM fields.
- 16 YC administrators, faculty and staff attended the AZ State Career and Technical Education Conference in Tucson the week of July 21st where they participated in numerous CTE specific workshops over a five day period, learning everything from the latest manufacturing techniques, to grants management, student pathways and funding. The conference is an annual event that draws over 1000 CTE educators from secondary and post-secondary schools in Arizona in a collaborative environment.

Sciences, Health, and Public Services

- **Will Jones** – NJCAA Superior Academic Achievement (Academic All-American).
- Women's Volleyball Team – 3.26 GPA – NJCAA 2014-15 All-Academic Team.
- **Willie Calhoun** and **Alexis Olmeda** – NJCAA Division I Baseball All-Americans
- Head Coach **Ryan Cougill** - ABCA/Diamond Western Region Coach of the Year for NJCAA DI.
- Eight former Roughrider baseball players drafted in the 2015 Major League Baseball draft.
- In cooperation with ERAU volleyball, the YC volleyball team donated \$3580.53 to the YRMC Breast Care Center. The money was raised from the annual "Crosstown Battle for Breast Cancer" match played each volleyball season.
- The athletic department hosted youth from the Yavapai Tribe in a free week long sports camp. Monday – volleyball; Tuesday – soccer; Wednesday – baseball; Thursday – softball; Friday – basketball.
- Former Roughrider soccer player, **Alan Gordon**, was called up to the United States Men's National Team to compete in the 2015 CONCACAF Gold Cup.

YAVAPAI COLLEGE FACILITIES MANAGEMENT NEWS

July 2015

Greetings from Facilities!

The July issue of this newsletter contains the latest information related to Facilities Management programs and projects, along with general information concerning the campus master plan and subsequent capital improvements. If you have questions about any of the items listed, please e-mail me at david.laurence@yc.edu. The newsletter will also be posted on the Facilities web site.

College Wide Campus Master Plan Phase 1a

CTEC Classroom and Laboratory Renovation

Construction continues with the installation of ceiling grid in the new classrooms, student lounge and computer labs. Technology and furniture will be installed during the first two weeks of August.

Key card access and security cameras will be installed in the month of July along with the new fire alarm system. New overhead LED light fixtures are installed throughout the building along with new skylights. Equipment is being deployed in shops and painting is wrapping up. The new restroom near Auto Body will be complete by July 15. Work also continues with the new Air Brush lab near Auto Body along with Gunsmithing and CNC offices, new Bluing lab and the additional faculty offices in the administration section of the building.

The prior area for engraving and the old student lounge is being finished out for the REDC Office suite and conference rooms. CTEC renovation work is scheduled to conclude by July 31, 2015.



South Mezzanine Storage above Classrooms and Computer Labs



Installing Ceiling Grid in one of the New Classrooms



New Mezzanine Access



Lifts Installed in Automotive Lab



New Restroom near Auto Body/Air Brush Labs



Ms. Stephanie Helping Manage the Renovation of CTEC



Renovating Old Engraving Lab/Student Lounge for REDC

Building 1 University Transfer Center and Renovation/Building 3 Student Activity Center

In Building 1, first floor, millwork for the cashier's station and reception area is installed and work is nearing completion for the new Transfer Center. Work will continue through July with the installation of graphics and finishes for the reception area.

On the second floor, the new Testing Center is open and serving students. Work is finishing up in the expanded Learning Center with the installation of millwork. The renovation of classrooms 224, 225 and 226 along with the adjacent Veteran's lounge is complete. Technology will be installed during the month of August.

New furniture will begin to arrive the first week of August with all pieces scheduled to be on site and installed by August 31.

In Building 3 on the first floor, the Student Activity Center is nearing completion with the installation of data cabling. The multi-purpose room is being fitted with technology

through the month of August and the new wood ceiling and millwork installation continues. The first floor renovated restrooms will be complete by mid-July.

On the second floor of Building 3, HVAC modifications are complete along with the installation of fire sprinklers.

The outdoor areas adjacent to Building 3 and the area between Building 2 and 3 have received new plantings, brick pavers and gabion walls. A new shade structure is being installed between Buildings 2 and 3. Exterior furniture will begin to arrive on site the first week of August with temporary seating in place.



Learning Center Reception



University Transfer Center



Building 3 Multipurpose Room



Student Activity Center



Student Activity Center Offices and Reception



Building 3 Outdoor Seating Area

SmithGroup/JJR

McCarthy Building Companies

Project Manager: David Laurence

Moving Manager/Logistics: Chris Larson

College Wide Campus Master Plan Phase 1b

The start of the design process (programming) is underway for the renovation of Building 29 Regional Economic Development Center and the renovation/expansion of Building 31 for Lifelong Learning. In September, programming will begin for college-wide way finding along with open space improvements for the Prescott and Verde Valley Campus. Programming of Building 15 is schedule to kick-off in March of 2016.

If you would like more information about the campus master plan or implementation schedule, please go to <http://masterplan.yc.edu/> . This site is updated on a regular basis as new information concerning project progress becomes available.

CONSTRUCTION UPDATES

Performing Arts Center Elevator

Interior and exterior painting is in process along with the setting of hand rails and other millwork. The elevator cab is installed while work continues to enclose the second floor landing. Completion is scheduled for August 15.



First Floor Elevator Landing



Second Floor Landing and Balcony

GLHN Architects and Engineers
Project Manager: David Laurence

Haley Construction, Inc.

Chino Valley Agribusiness Center Shade Structure

Site work has started for the Linesman program covered vehicle storage.



Site of Covered Storage for Linesman Program

McCarthy Building Companies
Project Manager: Chris Larson



Prescott Valley Campus Fire Truck and Equipment Enclosure

PREVENTIVE MAINTENANCE PROJECTS

As part of the budget, preventive maintenance projects are scheduled each year to ensure that college facilities are maintained at a level to support optimum performance in building systems, infrastructure, life safety, roadways and parking along with College grounds. These projects are the result of a recent Facilities Condition Assessment (FCA) which identifies when repairs, modifications or replacement of components should occur. Some of the major FCA projects identified during this fiscal year include:

Two Building 3 Air Handlers Installed Tie-In – Substantial Completion
Stucco Repair/Exterior Painting of the Sedona Site – July through September 2015
Roof Replacement Sedona Site – September 15 through October 15, 2015
Stucco Replacement Verde Valley Campus Building M – In process
Epoxy Coating/Water Proofing Verde Valley Campus Building L – Receiving Quotes
ADA Parking Lot Modifications at the Verde Valley Campus – Design
Roof Replacement of Building 2, Prescott Campus – Substantial Completion
Pavement Rehabilitation Sheldon to Tennis Complex – July 6 through August 25, 2015*

*Please be advised that milling of pavement from the Sheldon street entrance to the four-way stop signs at Building 15 will begin July 16. The road surface will be grooved after the milling much like typical highway projects. Work will continue until August 25.

Two lanes of traffic will remain open alternating between each side of the meridian. Signage and flaggers will be present to direct traffic so please exercise caution and drive slowly through the construction zone.



Replacing Damaged Asphalt with Concrete at Traffic Circle Prescott Campus



Removing Existing Roadway

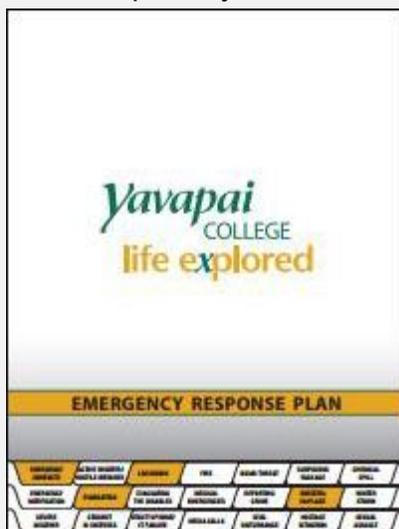
Michael Taylor Architects, Inc.

Haley Construction, Inc

Project Manager: Bruce Hustedt

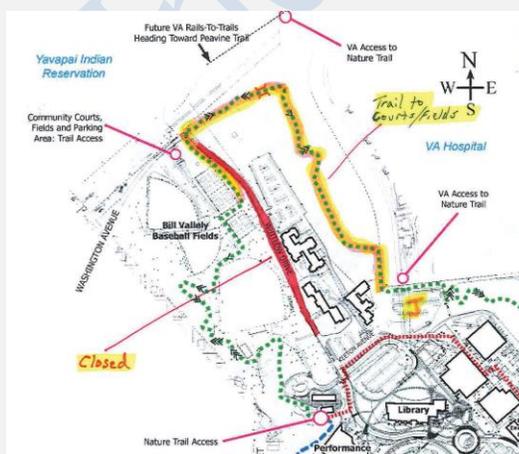
Risk Management and Safety News – Peter Oppenheim

The all-new Emergency Response Guides are going up all around the campuses. While we all hope they won't need to be used, safety is all about being prepared. The guides contain emergency numbers and succinct, easy to follow steps of what to do in a variety of emergency situations.



Take a moment to notice where the guide near you is posted and familiarize yourself with the contents.

Risk Management and Safety has also been busy supporting the active construction projects. Please do not park in spots immediately adjacent to the circle in parking lots B and C during this phase of construction, keep your speed to 15 mph, walk only on designated paths and watch for construction vehicles.



For those walking to the baseball fields and tennis courts during the Whitlow Drive resurfacing, the Yavapai College Trail provides a safe and scenic path. It can be accessed from the back of parking lot J or behind building 18. Please do not attempt to cross Whitlow Drive during construction.

Lastly, the Monsoon is back. Watch for flooding and don't attempt to cross pooled water. It only

takes a few inches of water to float a car or truck! If you see lightning or hear thunder it's time to get to safety. Remember, *When Thunder Roars, Go Indoors!*

FACILITIES MANAGEMENT NEW TEAM MEMBERS

No new team members for the month, however Facilities will soon be filling an open position for the vacant HVAC Supervisor slot along with the vacant Prescott Campus Custodian/Set-up position.

Well that's all for this edition of Yavapai College Facilities Management News. Please stay tuned for the next edition containing the latest information related to projects and programs around the college.

Under Construction

YAVAPAI COLLEGE FACILITIES MANAGEMENT NEWS

August 2015

Greetings from Facilities!

The August issue of this newsletter contains the latest information related to Facilities Management programs and projects, along with general information concerning the campus master plan and subsequent capital improvements. If you have questions about any of the items listed, please e-mail me at david.laurence@yc.edu. The newsletter will also be posted on the Facilities web site.

College Wide Campus Master Plan Phase 1a

CTEC Classroom and Laboratory Renovation

Construction is winding down with a review of punch list items scheduled for August 5 and 6. Testing and balancing of the building's HVAC is nearing completion. Instructors are busy moving items back into their labs while the ITS team is installing technology delivery in the new classrooms and computer labs. Facilities personnel are installing furniture in preparation for the return of students



New Classroom



Diesel Lab



Exhaust Ventilation Installed Automotive Lab



Student Lounge



Motorcycle and ATV Lab



New Restroom Ready for Partitions near Auto Body/Air Brush Labs



REDC Offices, Workroom and Conference Room

Building 1 University Transfer Center and Renovation/Building 3 Student Activity Center

In Building 1, furniture is being set up in the Learning Center, second floor classrooms and in the University Transfer Center. A punch list has been compiled and items will be reviewed for completion on August 6. Moves are in process and expected to be complete by August 7.

In Building 3, technology is being installed in the multi-purpose room along with new tables and chairs. In the student activity center, Student Life personnel are situated in their new space.

A new shade structure is complete between Buildings 2 and 3 along with planters and other hardscape items. The exterior work will be complete by August 14 and outdoor furniture will continue to arrive and be set up through the month of August.



Installing Furniture in the Learning Center



University Transfer Center



Building 3 Multipurpose Room



Student Activity Center



Student Activity Center Offices and Reception



Building 3 Outdoor Seating Area



New Shade Structure for Outdoor Seating

SmithGroup/JJR

McCarthy Building Companies

Project Manager: David Laurence

Moving Manager/Logistics: Chris Larson

College Wide Campus Master Plan Phase 1b

The start of the design process (programming) is underway for the renovation of Building 29 Regional Economic Development Center and the renovation/expansion of Building 31 for Lifelong Learning. In September, programming will begin for college-wide way finding along with open space improvements for the Prescott and Verde Valley Campus. Programming of Building 15 is scheduled to kick-off in March of 2016.

If you would like more information about the campus master plan or implementation schedule, please go to <http://masterplan.yc.edu/> . This site is updated on a regular basis as new information concerning project progress becomes available.

CONSTRUCTION UPDATES

Performing Arts Center Elevator

Railing is being installed along with final trim work and site cleanup. Exterior walkways are formed and concrete poured. Completion is scheduled for August 15.



First Floor Elevator Landing



Second Floor Landing and Balcony

GLHN Architects and Engineers

Haley Construction, Inc.

Project Manager: David Laurence

Chino Valley Agribusiness Center Shade Structure

Framing and structural work has started for the Linesman program covered vehicle storage. This project is expected to be complete by August 24.



Covered Storage for Linesman Program

McCarthy Building Companies

Project Manager: Chris Larson

PREVENTIVE MAINTENANCE PROJECTS

As part of the budget, preventive maintenance projects are scheduled each year to ensure that college facilities are maintained at a level to support optimum performance in building systems, infrastructure, life safety, roadways and parking along with College grounds. These projects are the result of a recent Facilities Condition Assessment (FCA) which identifies when repairs, modifications or replacement of components should occur. Some of the major FCA projects identified during this fiscal year include:

Water Proofing Building 2 Basement – In-process (sidewalk between Buildings 2 and 3 will reopen August 14)
Stucco Repair/Exterior Painting of the Sedona Site – September 2015
Roof Replacement Sedona Site – September 15 through October 15, 2015



Stucco Replacement Verde Valley Campus Building M

Epoxy Coating/Water Proofing Verde Valley Campus Building L – In process
ADA Parking Lot Modifications at the Verde Valley Campus – December 2015
Roof Replacement of Building 2, Prescott Campus – Complete



Pavement Rehabilitation Sheldon to Tennis Complex

*Please be advised that on August 11 at 6:00 a.m. asphalt will be installed from the Sheldon street entrance to the four-way stop signs at Building 15. This operation will continue through August 12. Two lanes of traffic will remain open alternating between each side of the meridian. Signage and flaggers will be present to direct traffic so please exercise caution and drive slowly through the construction zone. The road and traffic circle are expected to be open on August 13.

Michael Taylor Architects, Inc.

Haley Construction, Inc

Project Manager: Bruce Hustedt

FACILITIES MANAGEMENT NEW TEAM MEMBERS

Congratulations to Bob Robinson who recently accepted the position of HVAC Supervisor. Bob was previously a Facilities HVAC Technician and we are happy that he will now be serving in a leadership role.

Facilities would also like to welcome Nathan Rowe as the newest member of the Grounds team. Nathan's most recent job was working in the college's mail room.

Well that's all for this edition of Yavapai College Facilities Management News. Please stay tuned for the next edition containing the latest information related to projects and programs around the college and be sure to check out our new web page!

Under Construction

Presenter : Patricia McCarver

Start Time : 1:46 PM

Item No : 15

Proposed By : Patricia McCarver

Time Req : 45

Proposed : 3/31/2015

Item Type : Information Item

Policy No.	Description	Ref No
2.5	The President shall not permit the Board to be uninformed, misinformed, or unsupported in its work.	344945

Description : Information from Instruction and Student Development to Include: Verde Valley Executive Dean's Advisory Committee Strategic Initiatives; Arts and Humanities Division Update; Distance Education and Online Learning; Adjunct Faculty Newsletter; and Other Related Information - INFORMATION AND/OR DISCUSSION

Details : Scott Farnsworth, Interim Vice President for Instruction and Student Development will present an update on the following:

- Verde Valley Executive Dean's Advisory Committee Strategic Initiatives - Dr. James Perey
- Arts and Humanities Division Update, Dr. Craig Ralston, Dean
- Distance Education and Online Learning, Stacey Hilton, Dean for Computer Technology and Instructional Support Update
- Adjunct Faculty newsletter - Attached - Information Only
- Other Related Information

Attachments :

Title	Created	Filename
Presentation to VVAC from J Perey_2015 July 29.pdf	Aug 04, 2015	Presentation to VVAC from J Perey_2015 July 29.pdf
AH DGB PowerPoint presentation 8-10-15.pdf	Aug 05, 2015	AH DGB PowerPoint presentation 8-10-15.pdf
DGB_8-10-15_OnlineLearning.pdf	Aug 05, 2015	DGB_8-10-15_OnlineLearning.pdf
AA_Vol_5_Issue_1_August_2015.pdf	Aug 05, 2015	AA_Vol_5_Issue_1_August_2015.pdf

Strategic Initiatives

<i>Student Success-1</i>	<i>Economic Responsiveness-2</i>	<i>Engaged Community-3</i>	<i>Talent Development-4</i>	<i>Fiscal Stewardship-5</i>
1. Establish Academic Pathways to enhance program and degree completion (1.1.1, 1.1.2.)	1. Explore current and future CTE offerings and delivery model (1.1.1, 1.2)	1. Strengthen marketing and recruitment, in the Verde Valley (1.1.1, 1.1.2, 1.1.3, 1.3)	1. Institutionalize regular climate surveys (1.1)	1. Identify capital improvement needs (1.1, 1.2)
2. Evaluate and develop standard systems to enhance student success (1.1.1, 1.1.2, 1.1.3)	2. Increase partnerships with Business and Industry (1.1.1, 1.2)	2. Increase social and cultural opportunities to Verde Valley residents (1.3)	2. Expand professional development opportunities for all faculty and staff (1.1)	
		3. Strengthen internal and external community relations through improved communication (1.3)		
		4. Explore blending for-credit, community education, and Osher Life Long Learning (1.1.3)		

Yavapai College

Arts and Humanities Division

Arts and Humanities Division



Dr. Craig John Ralston, Dean

- **Art**
 - Ceramics & Sculpture
 - Graphic Design
 - Jewelry & Lapidary
 - Photography
 - Printmaking
 - Woodworking
- **Music**
 - Choral Music
 - Vocal Music
 - Instrumental Music
- **Performing Arts**
 - Dance
 - Musical Theatre
 - Theatre
- **Humanities**
 - American Sign Language
 - Creative Writing
 - History
 - Humanities
 - Journalism
 - Philosophy
 - Religious Studies
 - Spanish

Art

Ceramics

Graphic Design

Jewelry

Lapidary

Photography

Printmaking

Sculpture

Woodworking

- **Ceramics & Sculpture**
 - Ceramics
 - Low Fire Ceramics
 - Sculpture
 - Sculpture: Welded Metal
 - Ceramic Sculpture
 - Clay/Glaze Chemistry Ceramics
- **Graphic Design**
 - Graphic Design
 - Graphic Design Illustration
- **Jewelry & Lapidary**
 - Jewelry
 - Lapidary
- **Photography**
 - Photography
 - Digital Photography
 - Photographic Lighting
 - History of Photography
- **Printmaking**
 - Printmaking
 - Monoprint
- **Woodworking**
 - Furniture and Woodworking
 - Wood Turning



Mauricio Mendoza
Bringing of Spring

Music

Choral Music

Vocal Music

Instrumental Music

- **General Music**
 - Music Theory
 - Music Appreciation
- **Choral Music**
 - Community Chorale (non-auditioned choir)
 - Master Chorale (auditioned choir)
 - Chamber Singers (touring choir)
 - Private & Applied Lessons
- **Instrumental Music**
 - Big Band/Jazz Band
 - Symphonic Band
 - Orchestra
 - Guitar Classes
 - Piano Classes
 - Private & Applied Lessons

Performing Arts

Dance

Musical Theatre

Theatre

- **Dance**

- Ballet
- Jazz and Tap
- Modern Dance
- Dance Choreography

- **Musical Theatre &
Theatre**

- Full-length Performances
- Acting Classes
- History of Film



Humanities

American Sign Language

Creative Writing

History

Humanities

Journalism

Philosophy

Religious Studies

Spanish

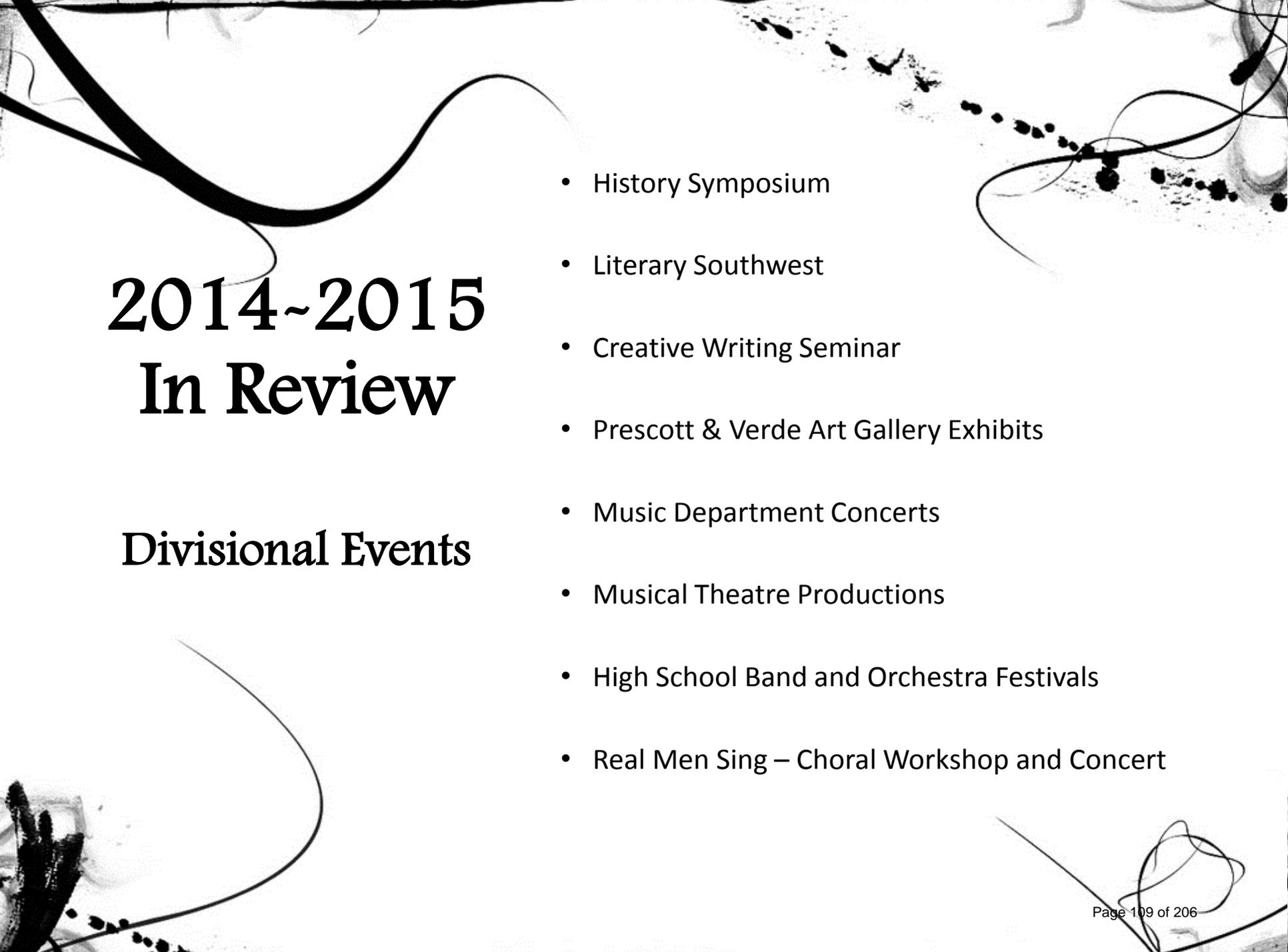
- **American Sign Language**
 - Beginning & Intermediate ASL
- **Creative Writing**
 - Creative Writing
 - Poetry Writing
 - Short Story Writing
- **History**
 - U.S. History
 - Arizona History
 - World History
- **Humanities**
 - Pop Culture Studies
 - Mythology & Folklore
 - Technology & Human Values
 - Humanities in the Western World
 - Intercultural Perspective
- **Journalism**
 - Mediawriting & Reporting
 - Advanced Newswriting
- **Philosophy**
 - Philosophy & Eastern Philosophy
 - Logic & Critical Thinking
 - Ethics
- **Religion**
 - Comparative Religions
 - Native American Religions
 - Jewish Studies
- **Spanish**
 - Beginning & Intermediate Spanish
 - Conversational Spanish
 - Spanish for Educators

Arts and Humanities Division

2015-2016 Full Time Faculty

Brandelyn Andres	(Art)
Laura Bloomenstein	(Art)
Cynthia DeCecco	(Art)
Paul Ewing	(History/Humanities)
Laraine Herring	(Creative Writing)
Nanette Hofer	(Musical Theatre)
Curtis Kleinman	(Spanish)
Steve Mason	(Art)
Lauren McCrea	(Art)
Jared Reynolds	(Spanish)
Aaron Rizzieri	(Philosophy)
Deborah Roberts	(History)
Thomas Schumacher	(Art)
Amy Stein	(History)
Maurice Terrell	(Music)
Suzanne Waldenberger	(Humanities)

The arts and humanities division also consists of over 50 adjunct faculty!



2014~2015 In Review

Divisional Events

- History Symposium
- Literary Southwest
- Creative Writing Seminar
- Prescott & Verde Art Gallery Exhibits
- Music Department Concerts
- Musical Theatre Productions
- High School Band and Orchestra Festivals
- Real Men Sing – Choral Workshop and Concert

History Symposium: The First World War

November 6~8, 2014

Prescott Campus & Verde Campus

A series of 12 lectures and 2 films documenting World War I, concluding with a YC Master Chorale performance of Ralph Vaughan Williams' *Dona Nobis Pacem* on the Verde campus.



Literary Southwest Series 2014~2015

- September 19, 2014

Naomi Shihab Nye

- November 14, 2014

Laila Lalami & Laura Tohe

- February 19, 2015

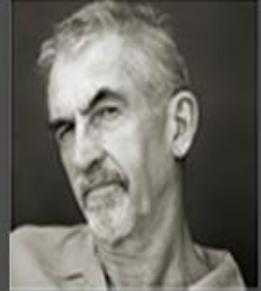
Jimmy Santiago Baca

- April 11, 2015

Chitra Divakaruni

Yavapai
COLLEGE

Literary Southwest Series



Creative Writing Seminar

March 28, 2015

Upending Expectations (discussion panel)

Spark Your Imagination

with Michaela Carter

From Where I'm Standing: How to Select Point of View

with Kristen Kauffman

Writer's Block is Your Teacher

with Laraine Herring



Art Gallery Exhibits

Prescott Art Gallery

Verde Art Gallery

8 shows in 2014-2015

6 shows in 2014-2015



POINT OF TIME & TEXTURE

HANDMADE PAPER ART BY
Annie Alexander

PHOTOGRAPHS BY
Esmeralda Ruiz

MAY 22 - JUNE 26, 2015
YAVAPAI COLLEGE PRESCOTT ART GALLERY



Contemporary Wall Hangings by Margaret Anderson

February 17 - March 5, 2015

Yavapai College Verde Art Gallery

Opening Reception

Thursday, February 19, 2015

5:00 - 7:00 pm

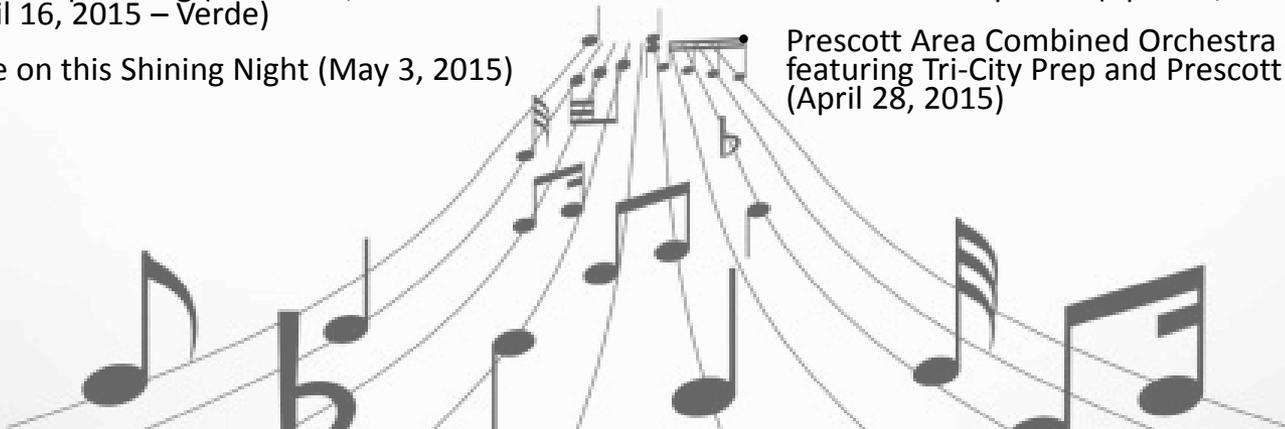
Music Department Concerts

Choral Department

- Choral Americana (October 12, 2014)
- Choral Collage (October 30, 2014 – Verde)
- Through the Eyes of the Composer (November 2, 2014 – Prescott & November 8, 2014 – Verde)
- Handel's Messiah (November 16, 2014 – NAU combined concert)
- Holiday's All Around Us (December 6, 2014)
- Handel's Messiah (December 7, 2014 – Cottonwood)
- YC on Broadway (March 1, 2015 – Prescott & March 12, 2015 – Verde)
- Fauré Requiem (March 6, 2015 & March 7, 2015)
- Let the Spirit Sing (March 29, 2015 – Prescott & April 16, 2015 – Verde)
- Sure on this Shining Night (May 3, 2015)

Instrumental Department

- Music from Around the World (October 19, 2014)
- Basie and Beyond (October 20, 2014)
- Christmas Festival (December 7, 2014)
- Yo! Hark the Angels Swing (December 8, 2014)
- Prescott Area Combined Band Concert – featuring Bradshaw Mountain and Prescott High Schools (February 9, 2015)
- Play the Funky Music and All That Jazz (March 2, 2015)
- An Evening of the Classics (March 4, 2015)
- Spring Jazz Concert (April 25, 2015 – Prescott & April 27, 2015 – Verde)
- American Composers (April 26, 2015)
- Prescott Area Combined Orchestra Concert – featuring Tri-City Prep and Prescott High School (April 28, 2015)



Music Department Concerts Verde Campus

Fall Semester

- Choral Collage (October)
- Through the Eyes of the Composer (November)
- Brian Lockard, piano (November)
- Handel's Messiah (December)

Spring Semester

- YC on Broadway (March)
- Let the Spirit Sing (April)
- Spring Jazz Concert (April)

Musical Theatre

Hansel and Gretel

November 13-15, 2014



Ruby Quezada, Cheyenne Macek-Jasper, and Michael Clesceri
in *Hansel and Gretel*

Willy Wonka – The Musical



Wesley Bradstreet, Dougal Reeves, Aiden Montgomery,
Krysta Handley,
Lynsie Andreaky, Corey Seitz, Jessica Jablonski, Emma
Burns,

Brianna Reed, Cody Pinson, and JC Lawler in *Willy Wonka*

Collaboration

During the 2014-2015 school year relationships were established with the following schools and organizations:

- Prescott High School
- Bradshaw Mountain High School
(Prescott Valley)
- Mingus Union High School
(Cottonwood-Verde Valley)
- Sedona Red Rock High School
- Camp Verde High School
- Prescott Center for the Arts
- Elks Theatre
- Milagro Arts
- Yavapai Symphony Association
- Prescott Pops Orchestra and Chorus
- Chamber Music Sedona

A look ahead...

- **New AAFA in Performing Arts**
- **New Music & Musical Theatre Classes offered**
- **Yavapai Youth Choirs**
- **Choral, Band, and Orchestra Festivals**
- **Verde Valley Concert Season**
- **New Musical Theatre Program**



New AAFA degree in Performing Arts

The Associate of Arts in Fine Arts degree requires completion of 64 credit hours. This degree is designed to enable a student to transfer to a baccalaureate-granting institution. Students following this degree program will complete university-parallel requirements in general education that will fulfill all lower division general education requirements at the Arizona universities. The AAFA degree will also allow students as declared performing arts majors to fulfill their lower division major requirements at Yavapai College.

New 2015~2016 Classes

- Men's Chorus
- Renaissance Singers
- Singing for the Actor
- Acting for Musical Theatre
- Stagecraft
- Ballet
- Jazz and Tap
- Modern Dance
- Dance Choreography

Yavapai Youth Choirs



YYC directors Arlene Hardy and Amy Van Winkle

YYC is an exciting new opportunity for young women to be a part of a premiere musical experience through quality music education and diverse choral literature, with the goal of attaining the highest level of artistic excellence in choral music performance.

Thank you



Overview of Distance Education & Online Learning at Yavapai College

Presented by:

Stacey L. Hilton, Dean, Computer Technologies & Instructional Support

Distance Education

Students engage in the learning process at a location separated from their instructor, and often other students.

Delivery Methods

- Synchronous Instruction
- Asynchronous Instruction

Distance Education

Synchronous Instruction

All of the students involved in live course activities at the same time.

- ITV Courses (two-way video or more)
- Webcasts, web-conferences, webinars, etc.
- Live desktop video (Skype, Google Hangouts, Collaborate)

Distance Education

Asynchronous Instruction

Students are free to participate individually and at their own location within a given time period.

- Most online courses fall within this category, unless live participation is required.
- Correspondence (print courses), pre-recorded video, etc.

Distance Education

Hybrid/Blended Learning

- Many courses are designed with both synchronous and asynchronous methods in place.
- Part of instruction occurs at the student's own time and place and part takes place in person or during a specific timeframe.

Distance Education

Web Enhanced

- Instructor teaches in classroom during normal length of time, but use a learning management system (LMS) to post supplemental materials.



Distance Delivery Accreditation

Higher Learning Commission policy requires an institution to seek the Commission's prior approval if the institution plans to initiate or expand its distance-delivered offerings.

The purpose of this visit was to evaluate Yavapai College's request for approval to operate distance (online) delivery of associate degree programs.

- October 2011
- Received approval to offer 100% degree and certificate programs online



Best Practices in Distance Education

Best Practices For Electronically Offered Degree and Certificate Programs

(Western Interstate Commission for Higher Education Cooperative for Educational Technologies (WCET))

1. Institutional Context and Commitment
2. Curriculum and Instruction
3. Faculty Support
4. Student Support
5. Evaluation and Assessment

YC Online Degree/Certs

Degrees

- [Associate of Arts](#)
- [Associate of Arts in Elementary Education](#)
- [Associate of Business](#)
- [Associate of General Studies](#)
- [AAS in Accounting](#)
- [AAS in Administration of Justice](#)
- [AAS in Emergency Mngt Applications](#)
- [AAS in Paralegal Studies](#)
- [AAS in Video Game Development](#)

AGEC Certificates

- [AGEC-A](#)
- [AGEC-B](#)

Certificates

- [Administrative Professional](#)
- [Advanced Bookkeeping](#)
- [Basic Tax](#)
- [Bookkeeping](#)
- [Computer Application Specialist](#)
- [Creative Writing](#)
- [Criminal Justice and Security](#)
- [Fire Science Community Risk Manager](#)
- [Fire Service Officer/Manager](#)
- [Justice Studies](#)
- [Law Enforcement and Corrections](#)
- [Legal Office Clerk](#)
- [Management](#)
- [Paralegal Studies](#)
Post Degree Certificate
- [Video Game Developer](#)

Note: There will be a variety of online courses to choose in order to meet the requirements of the degree program. Not all course electives will be offered online. It is always best to discuss educational and career goals with an academic advisor prior to enrolling in any courses.

9 Degrees
17 Certificates

AGEC
Arizona General
Education Curriculum

History of Online Courses Student Credit Hours (SCH)

	Online Only					
	Online Student Credit Hours (SCH) by Academic Year					
	2010	2011	2012	2013	2014	2015
Online	28525	34794	36309	38173	39344	40461

Many community colleges have shown continued growth in distance learning enrollments, even as overall college enrollment has stabilized and even declined.

YC Online Enrollment Patterns

	Headcount AY10		Headcount AY11		Headcount AY12	
On Campus Only	8679	67%	7805	61%	6692	58%
Online and On Campus	3366	26%	3720	29%	3487	30%
Online Only	999	8%	1283	10%	1436	12%
Grand Total	13044	100%	12808	100%	11615	100%
	Headcount AY13		Headcount AY14		Headcount AY15	
On Campus Only	6659	57%	6524	57%	6110	56%
Online and On Campus	3509	30%	3366	29%	3094	28%
Online Only	1596	14%	1621	14%	1766	16%
Grand Total	11764	100%	11511	100%	10970	100%

BIO 202: Human Anatomy

Announcements

The screenshot shows a Blackboard course interface. At the top, there is a dark header with a home icon, a refresh icon, and the text "Announcements". Below this is a navigation sidebar on the left with a yellow header bar containing a plus sign, a folder icon, a refresh icon, and an up/down arrow icon. The sidebar lists course items: "201510 (Spring) BIO202 VV201 Human Anatomy & Physiology II (10006) (201510BIO202VV10006)", "Syllabus", "Announcements", "Course Work", "Essay Questions", "View Grades", "YC Support Resources", and "Tegrity Classes". Below these are "COURSE MANAGEMENT" options: "Control Panel", "Files", "Course Tools", and "Evaluation". The main content area features a banner with the text "BIO 202 anatomy and physiology" next to an anatomical illustration of a human torso and a small graphic with the letters "AP". Below the banner is a section titled "Announcements" with a paragraph of instructions: "New Announcements appear directly below the repositionable bar. Reorder by dragging announcements to new positions. Move priority announcements pin them to the top of the list and prevent new announcements from superseding them. The order shown here is the order presented to students. Student reorder announcements." Below this text is a yellow "Create Announcement" button. At the bottom of the main area, a dashed line is labeled "New announcements appear below this line".

BIO 181: General Biology

Chapter 1 Lecture

Build Content ▾ Assessments ▾ Tools ▾ Partner Content ▾

Course Work Explanation

Player Controls

Webcam video from January 5, 2015 05:45 PM YouTube

0:02 / 4:14

BIO 202: Human Anatomy

Video/Audio Narration

BIO 202 Chapter 26, Part 1 (01:53 / 35:54) ATTACHMENTS

articulate®

Outline Thumbnails Notes Search

- 1. Chapter 26: The Urinary System
- 2. Organs of the urinary system in a female
- 3. Organs of the urinary system
- 4. Overview of kidney functions
- 5. Anatomy and histology of the kidneys
- 6. Position and coverings of the kidneys
- 7. Position and coverings of the kidneys
- 8. Internal anatomy
- 9. Internal anatomy of the kidneys
- 10. Anatomy of the kidneys
- 11. Internal anatomy of the kidneys
- 12. Internal anatomy of the kidneys
- 13. Blood and nerve supply of the kidneys
- 14. Blood supply of the kidneys
- 15. The nephron – functional units of kidney
- 16. Nephrons
- 17. The structure of nephrons and associated bl
- 18. The structure of nephrons and associated bl
- 19. Histology of nephron and collecting duct
- 20. Renal tubule and collecting duct
- 21. Histology of a renal corpuscle
- 22. Renal tubule and collecting duct

Organs of the urinary system

LATERAL MEDIAL

(b) Anterior view

articulate® POWERED PRESENTATION

SLIDE 3 OF 22 PAUSED 00:00 / 00:49

Challenges

First-time student preparedness

- Finding effective ways to prepare first-time online students (features of LMS, computer skills, study habits, personal characteristics to succeed online)
- Many underestimate how much time online coursework requires.
- Others fall behind or drop out the same reasons they enrolled in the first place (life challenges, work, family, too busy to prepare and complete online coursework)

Challenges

Lack of computer and Internet access

- Access to a computer and/or mobile device is a serious barrier for learning.
- Broadband inadequacies barrier in both rural and urban settings.

Lower student retention rates for online courses

- Nationally, retention rates 8% lower than F2F
- Consistent with Yavapai College statistics

Overcoming Challenges

First-time student preparedness

- TeLS has improved faculty training
- Faculty are designing more engaging online environments
- Orient new students to the operational features of LMS.

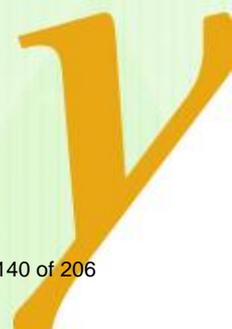
Lack of computer and Internet access

- Many rural areas have turned to community-owned networks.

Lower student retention rates for online courses

- Emphasis on retention and completion
- Quality Matters

Questions?





**UPCOMING FACULTY & ACADEMIC
CALENDAR ITEMS:**

August 17, Monday - Convocation - Performing Arts Ctr. Prescott, 8:30 am
ARHU Division Meetings: Wednesday, August 19 - 11:00 am - Noon; 19-214 Prescott, G-107 Verde ITV
CTEC Division Meetings: Tuesday, August 18 - Noon-4:00 pm at CTEC
CTIS Division Meeting: Tuesday, August 18th - 11:00 am - Noon; 19-223 Prescott, 1-123-B Verde ITV
BESS Division Meetings: Tuesday, August 18 - 11:15 - 12:30 pm; 3-271 Prescott
FDTN Division Meetings: Division will advise
SHPS Division Meetings: Departments will advise
Monday, August 24th - Fall Classes Begin
Aug. 27 - Verde Campus Assembly & Updates; M-137; 2:00 - 3:30 pm
August 27 - Last Day to ADD 15-wk, regular semester classes
August 30 - Last Day to DROP for 100% refund, 15-wk, regular semester classes
September 7- Labor Day Holiday - No classes; all campuses /offices closed
Adjunct Faculty - See Page 4 for Meeting & Training dates!
TeLS CANVAS Training—See Page 3

Dear Colleagues,

It's an interesting time in higher education and especially Arizona! I'm sure you have read news stories about the legislature, funding, and also the high poverty rates. But what you may not realize is how important you are to our students and the communities we serve. All of us need you to further the quality of life through education.



Thank you for choosing to teach here at Yavapai College. You are a vital part of this learning community. If you're new to the College you will soon see, first hand, how great our students are. As well, I want you to feel part of this learning environment, this family of learners. We are all critical to help students be successful. Students don't know, or possibly don't even care, whether their instructor is full-time or part-time. What matters to them is that you value them, that you know and share your knowledge of your field, that you are 'present' with them and not just talking at them. At Yavapai, we (all of us including facilities staff, student development, IT, and all of the various college departments) create a learning environment supportive of your work in the classroom...whether it is an on-campus, hybrid, or on-line course!

You're in great hands with Chris Heyer. She can direct you to all of the instructional and student support services that we have. She will make you laugh, resolve teaching challenges, and offer many invitations for your engagement with the College.

Please let me know how I can help too. My email is penny.wills@yc.edu and phone number is 776-2307. On behalf of all of our students, thank you for being here at YC!

Take care,

Penelope H. Wills, Ph.D.
President



From the Library...Welcome Back!

We hope everyone has had a fantastic summer. As you get ready to charge into the Fall semester remember that the **Yavapai College Libraries** are here to support you.

LibGuide Update -

Explore the new look and feel for: [Subject Guides](#), [Databases](#), [Faculty Staff Services](#), [InfoBits Tutorial](#)

Ebooks Updates -

The [MyLibrary](#) ebook collection has grown. Check out the new titles available for either online viewing or download. [Ebrary](#) has a new interface. A [guide](#) was created to walk users through the new features.

New Databases - Visit the [Databases](#) page to see all the articles, music, language and ebook databases available for you and your students!

- [AHFS Consumer Medication Information](#)
- [European Views of the Americas: 1493 to 1750](#)
- [Teacher Reference Center](#)

Welcome Back Event (Prescott) Library Carnival and Sideshow Spectacular

Date: Thursday, September 3rd 10am-1pm **Location:** Bldg 19 Community Room
Join the library staff and welcome students to campus with games, food, bearded ladies and information on the many resources available at the library.

Best,

Ustadza Ely

Manager of Library Technical Services and Technology

Prescott Campus Library | Bldg 19

Circulation (928) 776-2260 * Reference (928) 776-2261

Verde Valley Campus Library | Bldg M

Circulation (928) 634-6541 * Reference (928) 634-6540



Yavapai College

Published for Yavapai College Adjunct Faculty
1100 E. Sheldon Street— Prescott, AZ 86301
Chris Heyer, AF Coordinator, Editor
Phone: 928-649-4568 (Verde)
928-776-2018 (Prescott)
chris.heyer@yc.edu



\$\$ Money—Money—Money \$\$ Compensation Rate for 2015-16 \$739 load hour

If you are not sure how or what you are paid, please see your Division Dean.

Pay dates for Fall 2015:

- * September 4, 18 * October 2, 16, 30
- * November 13, 27 * December 11

Please note there are 8 pay periods this semester.
The final pay date for the fall semester will be,
December 11th

[Click Here for Adjunct Faculty Compensation, Workload & Benefits](#)

SSS / VUB Updates... Jane Hersh



Student Support Services (SSS TRIO):

Your referrals make all the difference! Did you know...many currently enrolled YC students may be eligible for additional **FREE** academic and financial support through the SSS TRIO program! Extra support may include:

- Extended academic advising
- Career and transfer advising
- Academic success workshops
- Financial literacy & additional funding
- Individual tutoring
- Peer mentoring
- University field trips

Encourage your students to check out the SSS TRIO webpage www.yc.edu/sss or contact us in the Learning Centers on the Prescott and Verde Valley campuses. Email Address: sss@yc.edu

- * Prescott Campus (928) 776-2084
- * Verde Valley Campus (928) 634-6596

Veterans Upward Bound (VUB TRIO):

Help a veteran get on track with their education to find their perfect career! Did you know...VUB TRIO can help veterans **prepare** academically **before** transitioning into the rigors of college coursework? **FREE** college-prep services available to eligible veterans include:

- Preparatory learning modules in math, composition, computer skills, literature, science, and other subjects are individually designed to help our veterans successfully transition into a college, university, or vocational program.
- Additional services include assistance with college program selection, financial aid and admissions applications, career assessments, financial literacy, mentoring, study skills, tutoring to improve academic skills, referrals to veteran community resources, and more!

If you know a veteran who has not yet enrolled in college classes and is unsure how to get started on their educational journey, please send them our way so we can help them get ready their future! Services available at the Prescott (Bldg. I, Rm. 209) and Verde Valley Campuses (Learning Center) and online throughout Northern Arizona! For more information, visit our website at www.yc.edu/vub or contact us (928) 717-7686 or vub@yc.edu.

FERPA Reminder - from our Registrar...

All student information contained in YC educational records is confidential!

Registrar Updates... Sheila Jarrell

Accessing Rosters: Access your rosters daily during the first two weeks of the semester and then on a weekly basis to know who is - or is not - attending/participating in your class. It's your responsibility to monitor enrollment and attendance. **My Class Roster** shows current enrollment. Update rosters regularly — drop no-shows & withdrawing students who aren't participating. Federal Financial Aid and Veteran's Administration regulations require this.

Monitor rosters for current enrollment-via www.yc.edu, **not** in Canvas. (Canvas only updates periodically)

Log into www.yc.edu with username/password; **click** on My Services (or the Bell icon), then **Faculty**; **choose** a link:

- **My Class Rosters** – use this link to verify current enrollment and contact students
- **Faculty Withdraw** – use this link to drop students as “no shows” or as they quit attending
- **Submit Final Grades** – use this link to submit final grades

Registration is an online process for students, so your roster will show changes through Thursday as students add and drop classes. **My Class Roster** is current to the moment.

POT 1 (Full-length semester classes)

Last day to add: Thursday, August 27 **** this is earlier than prior semesters!**

Last day to drop: Sunday, August 30

Last day for refund: Sunday August 30

A similar timeline will apply to **short classes of 5-12 weeks** –the 4th day of the part of term is the deadline to add, and midnight of seventh day is the deadline to drop and be refunded.

For classes **<5 weeks**, students must add/drop prior to the day of the first class meeting.

Deadline for student-initiated withdraws, full semester classes is Monday, October 13. **Remember** - The YC college catalog is the official document for academic policies: www.yc.edu

Mark your calendars: October 7 is FTSE! Watch for future communications from the Registrar.

Questions regarding rosters, grades, FTSE or FERPA?

Contact registrar@yc.edu or call Sheila Jarrell, Registrar, 928-776-2107 or stop by my office, 1-111, Prescott Campus!

Financial Aid Key Dates to Remember... Diana Dowling

Dropping Students: At the beginning of every semester, we ask faculty to report students as “no-shows” prior to the end of the add/drop period so the Financial Aid office does not disburse aid to students who really aren't here. Please make sure to access your rosters and drop students no later than

Sunday, August 30th.

First Refunds: Financial aid pays on attending hours (classes they are in now). First disbursement for students will be September 4th **if** all their classes begin on August 24th.

If a student's registration includes a combination of classes that start on August 24th AND classes that begin after that date, they may receive a partial disbursement of financial aid on September 4th and the remainder will disburse 7-10 days after their next class(es) begin.

Bookstore Charging: Students can begin charging books at our bookstore August 10th, both online and in person **if** they have enough financial aid awarded to cover their books.

If students have questions, please have them visit the Answer Center located in Building I and Building I on the Verde and Prescott Campuses. They can email: answercenter@yc.edu or call 928.776.2149.

Have a fabulous fall semester!

Diana Dowling, Assistant Director of Financial Aid
Diana.dowling@yc.edu; (928) 776-2391

Teaching & eLearning Support

Just a Reminder...

As summer courses end, TeLS is removing the Blackboard content from the Webletter and replacing it with Canvas information. You may see some slight changes in the look to the site, but we are keeping Canvas front and center.

TeLS has many training opportunities coming up and invite you to attend them. Here is [the college training site & TeLS Workshops](#). (as of 8/3/15)



Canvas Basics:

8/3 (Monday)	5:00-6:30 PM	Prescott 3-107
8/4 (Tuesday)	1:00-2:30 PM	Prescott 3-107
8/5 (Wednesday)	5:00-6:30 PM	Verde M-210
8/10 (Monday)	2:00-3:30 PM	Prescott 19-224
8/11 (Tuesday)	1:00-2:30 PM	Verde M-210
8/14 (Friday)	2:00-3:30 PM	Verde M-210

Canvas Open Lab Hours:

8/10 (Monday)	5:30-7:00 PM	Prescott 19-224
8/17 (Monday)	1:00-4:30 PM	Prescott 3-107
8/18 (Tuesday)	1:00-4:30 PM	Prescott 3-107
8/19 (Wednesday)	Noon-4:30 PM	Verde M-210
8/21 (Friday)	8:00AM -Noon	Verde M-210

Canvas Basics - Webinar:

8/6 (Thursday)	6:00-7:30 PM	Online
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Communication & Collaboration:

8/3 (Monday)	9:00-10:30 AM	Verde M-210
8/11 (Tuesday)	2:00-3:30 PM	Prescott 19-224
8/13 (Thursday)	2:00-3:30 PM	Verde M-210

Assessments & Grading:

8/5 (Wednesday)	2:00-3:30 PM	Prescott 19-224
8/12 (Wednesday)	9:00-10:30 AM	Prescott 19-224
8/13 (Thursday)	10:00-11:30 AM	Verde M-210

Using Panopto Capture System

8/6 (Thursday)	10:00-11:00AM	Prescott 19-206
8/6 (Thursday)	3:00- 4:00 PM	Prescott 19-206
8/10 (Monday)	10:00-11:00 AM	Prescott 19-206
8/13 (Thursday)	3:00-4:00 PM	Verde M-210

REMEMBER—GO TO the YC Training for the Complete Schedule, and of course, you can call anytime to schedule a one on one meeting with us.

Teaching & eLearning Support (TeLS);
928.771-6120 or tels@yc.edu.

The [Canvas Community](#) is a website created for all Canvas users. It has tutorials and features that allow faculty to interact in discussion forums.

You can see this & other *Monday Morning Updates* on the [TeLS Webletter located here](#).

Heads-up YC Instructors!

Do your students need help with:

- ◆ Researching papers?
- ◆ Using library databases?
- ◆ Searching the web for relevant, authoritative, and reliable information?



Your friendly Library Instruction Team can help!

Schedule a Library Instruction & tour for your students. We'll tailor a lesson plan just for your students' needs. It's fun & educational for them—and you might learn something new, too.

Scheduling is easy! Just click the link below to schedule a class for your students for an academic-enhancing library instruction.

<http://yc.libguides.com/facultyservices/library-instruction>



See you soon at the library!

Shelly Gilliam,
Librarian for Instructional Services

Phone: 776-2274
shelly.gilliam@yc.edu

Title IX and Sexual Misconduct

Federal legislation, specifically the Violence Against Women Act of 2013, has placed a great deal of accountability on colleges and universities.

In short, this legislation compliments Title IX and requires that we raise awareness regarding sexual misconduct among our student body and also **mandates** that ALL faculty and staff are trained annually on sexual misconduct and Title IX. Adjunct faculty are required to go through this training as well. Stay tuned regarding training opportunities that will be available during the fall semester. In the meantime, you may visit <http://www.yc.edu/v5content/student-services/sexualmisconduct.htm> for more information and to peruse our policy.

It's also important that you know who the Title IX Coordinator is and how to contact her: Terri Eckel

928-776-2129
Terri.Eckel@yc.edu

If you have any questions regarding Title IX, concerns about sexual misconduct in general or how it may impact your students, do not hesitate to contact Terri.

Faculty— Something New for You!

Now you can withdraw students yourself!

No more emails to Enrollment Services - Here's how:

- When you log onto YC Website - go to My Services
- Then click Faculty / Faculty Main Menu (or just click on the Bell icon).
- You'll see in the 3rd row "Faculty Withdraw" - follow the screens and it's just about instant on your rosters!!

Kudos to our IT folks and our Registrar - nice!



Upcoming Adjunct Faculty Meetings/ Training:

→ **Monday, August 17 - New Adjunct Faculty Orientation; Bldg. 19-225; 5:15 – 8:30 PM**

- **Prescott Full Meetings:**

September 25 (Friday)	5:30 - 7:00 PM	Bldg. 1 Room 200
October 22 (Thursday)	5:30 - 7:00 PM	Bldg. 1 Room 200
November 18 (Wednesday)	5:30 - 7:00 PM	Bldg. 1 Room 200

- **Prescott - Small Group Meetings:** (*Meets in the GIFT Center 3-105*)

September 30 (Wednesday)	Noon - 1:30 PM	Getting Students Started
October 12 (Wednesday)	3:30 - 5:00 PM	Campus Resources
October 26 (Monday)	Noon - 1:30 PM	Motivating Students
November 5 (Thursday)	Noon - 1:30 PM	Group Work - Why / How
December 2 (Weds)	3:00 - 4:30 PM	Ending the Semester



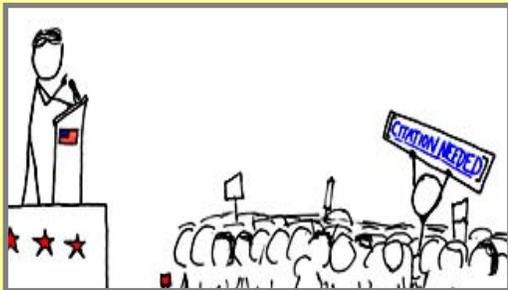
Have the Best Semester Ever!

- **Verde Meetings:**

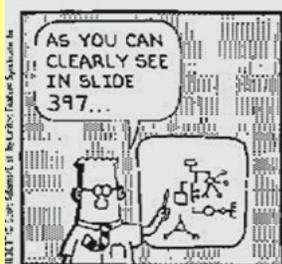
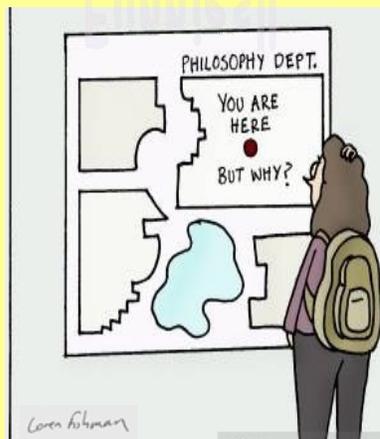
September 25 (Friday)	Noon - 1:30 PM	M-203
October 16 (Friday)	Noon - 1:30 PM	M-203
November 13 (Friday)	Noon - 1:30 PM	M-203

Other meetings may be held in Prescott Valley and Chino Valley.

Meetings have updates and training from campus resources & student services / TeLS / Administration / and you!



Funnies!!



Presenter : Patricia McCarver

Start Time : 2:31 PM

Item No : 16

Proposed By : Patricia McCarver

Time Req : 10

Proposed : 3/31/2015

Item Type : Procedure Item

Policy No.	Description	Ref No
3.4	To accomplish its job products with a governance style consistent with Board policies, the Board shall follow an annual agenda which (a) completes a re-exploration of Ends policies annually; and (b) continually improves Board performance through Board education and enriched input and deliberation.	558881

Description : SHORT RECESS - PROCEDURAL

Details :

Attachments :

No Attachments

Presenter : Patricia McCarver

Start Time : 2:41 PM

Item No : 17

Proposed By : Patricia McCarver

Time Req : 0

Proposed : 3/31/2015

Item Type : Heading

Policy No.	Description	Ref No
3.4	To accomplish its job products with a governance style consistent with Board policies, the Board shall follow an annual agenda which (a) completes a re-exploration of Ends policies annually; and (b) continually improves Board performance through Board education and enriched input and deliberation.	558881

Description : MONITORING REPORTS - HEADING

Details :

Attachments :

No Attachments

Presenter : Patricia McCarver

Start Time : 2:41 PM

Item No : 18

Proposed By : Patricia McCarver

Time Req : 5

Proposed : 3/31/2015

Item Type : Monitoring & Decision

Policy No.	Description	Ref No
4	The Board's sole official connection to the operational organization, its achievements, and conduct shall be through a Chief Executive Officer, titled President of Yavapai College.	560684

Description : Board Self-Evaluation - Governing Board Policy 4.0 - Board/President Linkage - MONITORING AND/OR DISCUSSION

Details : Policy 4.0 - Board/President Linkage

The Board's sole official connection to the operational organization, its achievements, and conduct shall be through a Chief Executive Officer, titled President of Yavapai College.

Attachments :

Title	Created	Filename
Compilation 4.0 New Format.pdf	Aug 06, 2015	Compilation 4.0 New Format.pdf

**District Governing Board Policy Review
Evaluation of Board Policies**

**Policy 4.0 – Board – President Linkage
Compilation - August 2015**

Board – President Linkage 4.0	The Board's sole official connection to the operational organization, its achievements, and conduct shall be through a Chief Executive Officer, titled President of Yavapai College.	
Is the interpretation reasonable?	YES 4	NO 1
Does the data demonstrate compliance with the interpretation?	YES 4	NO 1
Is there sufficient evidence to convince me that a reasonable interpretation has been achieved?	YES 3	NO
Does anything you have learned make you consider whether this section of the policy itself should be amended?	YES 1	NO 3
<p>Comments:</p> <p>It is my opinion that following this interpretation elongates cycle time on problem resolution especially in outlying areas, particularly when local College employees have the knowledge, skills, and abilities to resolve issues. This is particularly problematic in cases of emergency. I believe the College would operate more efficiently if this policy were expanded to include possible connections to the President's direct reports or designees as well.</p> <p>This policy is critical to keep the roles of the Board, the President, and staff clear.</p>		

The following questions will apply to the WHOLE policy:		
Is there sufficient evidence to indicate compliance with the WHOLE policy, not just portions of it?	YES 4	NO
Is there reason to doubt the integrity of the information presented?	YES	NO 3
<p>Comments:</p> <p>We need to have discussions on how Policy Governance is appropriate and useful for the college.</p>		

SHADED ITEMS should be raised for discussion at the meeting.

Presenter : Patricia McCarver

Start Time : 2:46 PM

Item No : 19

Proposed By : Patricia McCarver

Time Req : 1

Proposed : 3/31/2015

Item Type : Consent Item

Policy No.	Description	Ref No
4.7	<p>In order to protect from sudden loss of Presidential services, the President shall have a Succession Plan with at least one other senior staff person familiar with Board and Presidential issues and processes.</p> <p>When the President is absent or unavailable, the Provost and Vice President for Instruction and Student Development; Vice President for Finance and Administrative Services; or Vice President for College Advancement, Executive Director, Foundation; will be empowered to act by the President prior to the absence. When the President is physically incapacitated or unexpectedly absent for a long period of time, the Board shall appoint one of the three vice presidents as Acting President during the President's absence. The President's whereabouts shall be available through the President's executive assistant and known by the Provost and Vice President for Instruction and Student Development; Vice President for Finance and Administrative Services; and Vice President for College Advancement, Executive Director, Foundation.</p> <p>The Chair of the Board shall be kept apprised of the President's schedule.</p>	560750

Description : Board Self-Evaluation - Governing Board Policy 4.7 - President Succession - MONITORING AND/OR DISCUSSION

Details : Policy 4.7 - President Succession

In order to protect from sudden loss of Presidential services, the President shall have a Succession Plan with at least one other senior staff person familiar with Board and Presidential issues and processes.

When the President is absent or unavailable, the Provost and Vice President for Instruction and Student Development; Vice President for Finance and Administrative Services; or Vice President for College Advancement, Executive Director, Foundation; will be empowered to act by the President prior to the absence. When the President is physically incapacitated or unexpectedly absent for a long period of time, the Board shall appoint one of the three vice presidents as Acting President during the President's absence. The President's whereabouts shall be available through the President's executive assistant and known by the Provost and Vice President for Instruction and Student Development; Vice President for Finance and Administrative Services; and Vice President for College Advancement, Executive Director, Foundation.

The Chair of the Board shall be kept apprised of the President's schedule.

Attachments :

Title	Created	Filename
Compilation 4.7 New Format.pdf	Aug 06, 2015	Compilation 4.7 New Format.pdf

**District Governing Board Policy Review
Evaluation of Board Policies**

**Policy 4.7–President Succession
Compilation - August 2015**

<p>President Succession 4.7</p>	<p>In order to protect from sudden loss of Presidential services, the President shall have a Succession Plan with at least one other senior staff person familiar with Board and Presidential issues and processes.</p> <p>When the President is absent or unavailable, the Provost and Vice President for Instruction and Student Development; Vice President for Finance and Administrative Services; or Vice President for College Advancement, Executive Director, Foundation; will be empowered to act by the President prior to the absence. When the President is physically incapacitated or unexpectedly absent for a long period of time, the Board shall appoint one of the three vice presidents as Acting President during the President’s absence. The President’s whereabouts shall be available through the President’s executive assistant and known by the Provost and Vice President for Instruction and Student Development; Vice President for Finance and Administrative Services; and Vice President for College Advancement, Executive Director, Foundation.</p> <p>The Chair of the Board shall be kept apprised of the President’s schedule.</p>	
Is the interpretation reasonable?	YES 5	NO
Does the data demonstrate compliance with the interpretation?	YES 5	NO
Is there sufficient evidence to convince me that a reasonable interpretation has been achieved?	YES 3	NO
Does anything you have learned make you consider whether this section of the policy itself should be amended?	YES	NO 4
Comments:		

<p>The following questions will apply to the WHOLE policy:</p>		
Is there sufficient evidence to indicate compliance with the WHOLE policy, not just portions of it?	YES 4	NO
Is there reason to doubt the integrity of the information presented?	YES	NO 3
Comments:		

SHADED ITEMS should be raised for discussion at the meeting.

Presenter : Patricia McCarver **Start Time :** 2:47 PM **Item No :** 20
Proposed By : Patricia McCarver **Time Req :** 0
Proposed : 3/31/2015 **Item Type :** Heading

Policy No.	Description	Ref No
3.4	To accomplish its job products with a governance style consistent with Board policies, the Board shall follow an annual agenda which (a) completes a re-exploration of Ends policies annually; and (b) continually improves Board performance through Board education and enriched input and deliberation.	558881

Description : BOARD EDUCATION / STRATEGIC PLANNING - HEADING

Details :

Attachments :

No Attachments

Presenter : Patricia McCarver **Start Time :** 2:47 PM **Item No :** 21
Proposed By : Patricia McCarver **Time Req :** 20
Proposed : 5/20/2015 **Item Type :** Board Education

Policy No.	Description	Ref No
2.5	The President shall not permit the Board to be uninformed, misinformed, or unsupported in its work.	344945

Description : Overview of Community College Governing Board Statutory Responsibilities and Legislative Update by the Board's Legal Counsel, Lynne Adams - INFORMATION AND/OR DISCUSSION

Details : Lynne Adams, District Governing Board Legal Counsel, will provide:

- Overview of community college governing board statutory responsibilities
- Recap of legislative changes to the statutes that govern community colleges and their boards

Attachments :

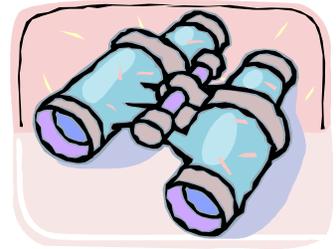
Title	Created	Filename
YC Powerpoint Presentation August 10 2015.pdf	Aug 03, 2015	YC Powerpoint Presentation August 10 2015.pdf

Arizona's Community College Statutes: What a Governing Board Must or Can Do (Exciting 2015 Edition!)



Lynne C. Adams
Osborn Maledon

August 10, 2015



General Oversight Obligations

- I Board must
 - “Carefully” examine the “management, conditions and needs” of the College. A.R.S. § 15-1444(A)(4)
 - Adopt policies related to the oversight of the College. A.R.S. § 15-1445(1)
 - Set standards for the administration, operation and accreditation of the College. A.R.S. § 15-1445(2)

Board Meetings



- I Board must meet in January of each year and “organize” by electing a president and secretary and taking other organizational actions.
- I Board must hold regular meetings throughout the year.
- I Board may hold special meetings.
 - President may call for special meeting OR
 - Majority of Board members may call for special meeting in writing.

A.R.S. § 15-1443(B)

Educational Obligations



- I Board must
 - Adopt policies at a public meeting “to offer programs that meet the educational needs of the population served” by the College.
 - Establish curriculum and courses that best serve the interests “of this State.”
 - Award degrees, certificates and diplomas.
 - Determine which classes are open entry/exit.

A.R.S. § 15-1444(A)(2), (9); A.R.S. § 15-1445(5), (6)

Educational Obligations



I Board must

- Adopt standards for vocational and technological programs' content and staff. A.R.S. § 15-1445(7)
- Evaluate vocational and technological programs once every five years with assistance from business, industry, labor representatives, and other district boards. A.R.S. § 15-1452; A.R.S. § 15-1445(10)

Educational Obligations



I Board may

- Enter into an IGA with a county that has a community college district to offer courses in that district.
- Enter into an IGA with a county that does not have an organized community college district to offer courses in that county.
- Offer courses outside of the State, but cannot get state aid for those students/include them in the FTSE count.

A.R.S. § 15-1470

Educational Obligations



- I Board must adopt policies to allow students under 18 without a high school diploma to enroll in college. A.R.S. § 15-1821
- I Board must establish admission qualifications for certain veterans. A.R.S. § 15-1445(13)
- I Board must admit students with a Grand Canyon Diploma and otherwise meet the College's admission standards. A.R.S. § 15-792.03
- I Board must admit students who have received a "competency-based" high school diploma. A.R.S. § 15-795.01

Educational Obligations



- I Board may enter into an agreement with a JTED for educational and administrative services. A.R.S. § 15-1444(E)
- I Board may offer dual enrollment courses if “it is in the best interest of the citizens of the district.” A.R.S. § 15-1821.01
 - The dual enrollment IGA form is developed “cooperatively” by all of the community college districts in the state each year.

Employment Obligations



- I Board must
 - Appoint and employ a president, deans, faculty and any other employees “it deems necessary.”
 - Determine salaries of employees.
 - Remove any employees if “the interests of education” in the state require it.
- I Board’s employment contract with president may be for more than one year but not more than five years.

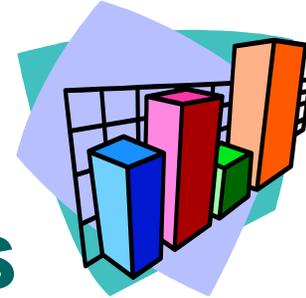
A.R.S. § 15-1444(A)(6), (7), (8)

Employment Obligations



- I Board must establish qualifications
 - for instructional staff that meet accreditation guidelines.
 - for vocational and technical staff that are required to instruct in occupational areas. A.R.S. § 15-1445(8)
- I Board may provide employee benefit plan, including a cafeteria plan. A.R.S. § 15-1444(B)(7)
- I Board may establish an optional retirement program for employees as an alternative to ASRS. A.R.S. § 15-1451

Board Reporting Obligations



I Board must

- Submit an estimated FTSE count to the economic estimates commission before January 10 of each year. A.R.S. § 15-1445(4)
- Assist Board of Education with preparation and distribution of an annual state plan and a comprehensive five year state plan, if requested. A.R.S. § 15-1445(11)
- Submit state aid funding recommendations to the Legislature. A.R.S. § 15-1445(12)

College Buildings



I Board must

- Determine location(s) of the College.
- Purchase, lease, obtain or sell personal or real property for the benefit of the College.
- Obtain insurance or self-insure against loss of College buildings.

A.R.S. § 15-1444(A)(11), (12)

I Board may construct, remodel and repair buildings.

A.R.S. § 15-1444(B)(5)

I Board may issue bonds for facilities purposes. A.R.S. §§ 15-1481 through 15-1491

College Buildings



- I Board may enter into leases or lease purchase agreements for real property.
 - Can delegate authority for leases.
 - No lease purchase agreement term longer than 15 years, except under certain circumstances.
 - No outstanding indebtedness for lease purchase agreements greater than \$2.5 million in any one year or \$15 million total

A.R.S. § 15-1444(B)(2); A.R.S. § 15-1446

- I Board may name a building on behalf of a person or entity. A.R.S. § 15-1444(B)(10).



Budget Issues

- I Board must set tuition rates. Board may waive tuition for employees, spouses or dependents of employees or nonresident students if waiver “is in the best interest” of the state and the student. A.R.S. § 15-1445(3)
- I Board may authorize expenditures in excess of expenditure limitation “on approval of a majority of the qualified electors in the district.” A.R.S. § 15-1471



Budget Issues

- I Board must hold a public hearing for the adoption of a budget no later than June 20.
- I Board must publish the proposed budget on its website and in a newspaper before the public hearing.
- I Within 7 days after the budget is adopted, the Board must be posted on the College's website for at least 60 months.

A.R.S. § 15-1461

Textbooks



- I Board must
 - Exclude “sectarian, partisan or denominational” textbooks.
 - Require publishers to provide software so that Braille version of textbooks can be printed as needed

A.R.S. § 15-1444(A)(5); A.R.S. § 15-1445(14)

Travel Reimbursement



- I Board members can travel within or outside of Arizona for college business and be reimbursed for lodging, transportation and daily expenses.
- I Board may pay for travel expenses for candidate for employment by the College.

A.R.S. § 15-1406(B) & (C)

Board Liability



- | Board may sue and be sued. A.R.S. § 15-1444(B)(3)
- | Board members are immune from personal liability for actions taken
 - In good faith,
 - Within the scope of Board authority, and
 - During regular or special meetings.

A.R.S. § 15-1443(C)

Elections Activities



- I New Attorney General Opinion (I15-002 Amended, issued July 30) addressing restrictions on use of public resources for the purpose of influencing elections. A.R.S. § 15-1408
- I Definition added to statute in 2013:

"Influencing the outcomes of elections" means supporting or opposing a candidate for nomination or election to public office or the recall of a public officer or supporting or opposing a ballot measure, question or proposition, including any bond, budget or override election and supporting or opposing the circulation of a petition for the recall of a public officer or a petition for a ballot measure, question or proposition in any manner that is not impartial or neutral.

Elections Activities



- I Key is whether public resources are expended in support or opposition of a campaign issue.
- I Two factors:
 - Is there a use of public resources?
 - Does the use of public resources involve disseminating information in a manner that is not neutral?

Elections Activities



- | “Use of public resources” = use or expenditure of public resources that have value.
 - Employees’ time is a public resource if during working hours, but elected officials’ time is not.
 - If not using public resources, it is okay to
 - | take a position on an issue
 - | write an editorial
 - | be interviewed or participate in a debate about an issue
 - | use official title on a mailing.

Elections Activities



- I “For the purpose of influencing the outcomes of elections” = objective test to determine whether communication is engages in advocacy, is inaccurate or misleading, or uses rhetorical strategies to persuade a reader.
- I “Routine uses of public resources made in the normal course of governmental functions” are presumed lawful.

Misc. Powers and Duties



- I Board may employ police officers for campus safety. A.R.S. § 15-1444(A)(10)
- I Board must pay any unpaid taxes on property it acquires. A.R.S. § 15-1444(C)
- I Board may enter into an IGA for a self-insurance program with pooled funds and risks. A.R.S. § 15-1444(B)(9)
- I Board must display United States' flag, Constitution and Bill of Rights in each classroom. A.R.S. § 15-1445(16)

Misc. Powers and Duties



- I Board may adopt and enforce policies related to motor vehicles, bicycles, skateboards and horses on college property. A.R.S. § 15-1449
- I Board may allow current or past members, spouses and dependents to participate in College employee benefit plans if no expenditure of College funds.
 - Statutory requirements for participation of past board members, spouses and dependents.

A.R.S. § 15-1450

Misc. Powers and Duties



- I Board may enter into research and development, royalty, licensing and profit-sharing agreements for new products developed by College. A.R.S. § 15-1444(B)(11)
- I Board must adopt plan to increase student voter registration and voting. A.R.S. § 15-1895
- I Board may authorize the College to obtain a “government” liquor license. A.R.S. § 4-205.03

New Legislation



- I Provisional community college districts are renamed “community college tuition financing districts.” County Boards of Supervisors are the Governing Boards for these districts. HB 2414
- I Study Committee on Community College Finance and Expenditure Limits is established and must make findings and recommendations to the Governor and Legislature by the end of the year. HB 2414

New Legislation



- I The Property Tax Oversight Commission must review community college primary and secondary tax levies and determine whether they violate legal requirements. Violations are reported to the Attorney General and others. HB 2615
- I Within 7 days after they are filed with the Auditor General, the College's financial statements must be posted on the College's website for at least 60 months. HB 2617 & SB 1066

New Legislation



- Community colleges that have more than a 50,000 FTSE count can issue special College license plates and use the monies for academic scholarships. HB 2610

Failed Efforts



- I Firearms/concealed weapons. HB 2320 would have allowed firearm permit holders to carry firearms into public places and events unless there was security screening and provisions for secure storage of firearms at all entrances to the place or event. Bill was amended to exclude community colleges and universities, but ultimately did not pass.
- I Recalculation of expenditure limits. HB 2442 would have required the recalculation of colleges' expenditure limitations using new data.

Failed Efforts



- I Sponsorship of charter schools. SB 1052 would have allowed all community colleges to sponsor charter schools, regardless of enrollment.
- I STEM internships. SB 1285 would have required the Arizona Job Training Program to provide internship opportunities in STEM fields, with potential stipends for students. The bill was passed, but vetoed by the Governor because the tax that funded the Program was repealed in the budget.

Presenter : Patricia McCarver

Start Time : 3:07 PM

Item No : 22

Proposed By : Patricia McCarver

Time Req : 5

Proposed : 3/31/2015

Item Type : Information Item

Policy No.	Description	Ref No
3	The purpose of the Yavapai College District Governing Board, on behalf of the taxpayers of Yavapai County and the State of Arizona, shall be to ensure that Yavapai College achieves appropriate results at a justifiable cost, and avoids unacceptable actions and situations.	396359

Description : Information from the International Policy Governance Association (IPGA) Conference - INFORMATION AND/OR DISCUSSION

Details : Chair McCarver and Ray Sigafos will share information from the International Policy Governance Association Conference in Vancouver, Canada on June 18 - 20, 2015.

Attachments :

No Attachments

Presenter : Patricia McCarver

Start Time : 3:12 PM

Item No : 23

Proposed By : Patricia McCarver

Time Req : 0

Proposed : 3/31/2015

Item Type : Heading

Policy No.	Description	Ref No
3.4	To accomplish its job products with a governance style consistent with Board policies, the Board shall follow an annual agenda which (a) completes a re-exploration of Ends policies annually; and (b) continually improves Board performance through Board education and enriched input and deliberation.	558881

Description : OWNERSHIP LINKAGE - HEADING

Details :

Attachments :

No Attachments

Presenter : Patricia McCarver

Start Time : 3:12 PM

Item No : 24

Proposed By : Patricia McCarver

Time Req : 10

Proposed : 6/25/2015

Item Type : Discussion

Policy No.	Description	Ref No
3.6	When appointed by the Board, committees will exist to assist the Board in the fulfillment of its duties and not supplant the Board's role. Board committees shall be established to help the Board do its job, not to help or advise the staff. Committees ordinarily shall assist the Board by preparing policy alternatives and implications for Board deliberation. In keeping with the Board's broader focus, Board committees shall normally not have direct dealings with current staff operations.	398565
3.1	The Board shall govern Yavapai College proactively rather than reactively. The Board shall stay adequately informed by incorporating within the Board meeting reports from the President on strategic issues and engaging the Board in strategic thinking on relevant issues and approach its task with a style which emphasizes: - Outward vision rather than an internal preoccupation; - Diversity in viewpoints; - Strategic leadership derived from future rather than past or present thinking; - Clear distinction of Board and staff roles; - Collective rather than individual decisions; and - Emphasis on intended long-term impacts on the communities, not on the administrative or programmatic means of attaining those effects. More specifically, the Board:	560664
3.6.1	Board committees shall not speak or act for the Board except when formally given such authority for specific and time-limited purposes. Expectations and authority shall be carefully stated in order not to conflict with authority delegated to the President.	558884

Description : Review of the Verde Valley Board Advisory Committee (VVBAC) Recommendations and Future VVBAC Objectives - INFORMATION, DISCUSSION AND/OR DECISION

Details : The Verde Valley Board Advisory Committee (VVBAC) has been charged to provide advice to the Yavapai College District Governing Board based on objective analysis and feedback from Verde Valley communities.

- Appreciation to the VVBAC for their recommendations regarding the College's Strategic Initiative planning process
- Discussion of the VVBAC recommendations presented at the June 9, 2015 District Governing Board meeting
- Discussion of future VVBAC objectives

Attachments :

Title	Created	Filename
VVBAC Recommendations.pdf	Jul 27, 2015	VVBAC Recommendations.pdf
VVBAC Mission.pdf	Aug 04, 2015	VVBAC Mission.pdf

The Verde Valley District Governing Board Advisory Committee (VVBAC, Committee) was formed in the fall of 2014 by a vote of the District Governing Board (DGB) at the request of Board members Herald Harrington and Al Filardo. The committee is comprised of seven members each representing one of five incorporated municipalities and two unincorporated areas of the eastern portion of Yavapai County known as the Verde Valley. Including our organizational meeting held on November 7, 2014, the Committee has met a total of 14 times. Recognizing the importance of establishing credibility with the DGB and the communities of the Verde Valley, the Committee embarked on a period of “discovery” to learn from the important contributors to post-secondary education and the governing councils of the Verde Valley communities.

VVBAC has received presentations from:

1. Superintendents of three local school districts: David Lykins, Sedona-Oak Creek Unified; Barbara U’Ren, Cottonwood-Oak Creek; Amber Marchant-Lee, Camp Verde Unified
2. Tim Carter, Yavapai County Schools Superintendent
3. John Morgan, YC-CTE Executive Dean
4. James Perey, YC-Verde Valley Executive Dean
5. Dennis Garvey, YC Dean of Lifelong Learning, Jim Gandee, and Shri Srikath, Sedona and Verde OLLI Council Chairs
6. Steve Walker, Yavapai College Foundation Executive Director
7. Alexandria Wright and Kurt Haskell, YC Rural Economic Development Center director, and Small Business Development Center directors

8. Lois Lamer, Valley Academy For Career and Technology Education Executive Director
and
9. Dr. Clint Ewell, YC Vice-President of Finance and Administrative Services

Representatives from the VVBC have made presentations to the governing councils of Yavapai-Apache Nation, Cottonwood, Clarkdale, Sedona, and Verde Valley Intergovernmental, Big Park, and Lake Montezuma associations.

At the District Governing Board's May 19, 2015 meeting, four recommendations from the Committee were presented:

1. Delay approval of the capital improvement portion of the 2015-2016 budget until the DGB has the recommendations of the Verde Valley strategic plan currently being developed.
2. Increase the marketing and recruitment efforts in the Verde Valley by implementing a program of continuous and direct interaction with students and their parents to seek students' wants and aptitudes.
3. Amend the Campus Master Plan to remove all language about divesting of the Sedona Campus.
4. Do not raise property taxes this year.

In the interests of providing to the DGB some additional recommendations to be considered for inclusion in the Verde Valley Strategic Plan currently in development, the Committee held a 3 ½ hour retreat on May 20. The outcomes of that process are included here for consideration.

Our process of discovery continues and the Committee is committed to continue to meet on behalf of the District Governing Board's desire to receive objective analysis and feedback from the Verde Valley communities.

The agreed upon goal statement for this recommendation report is as follows: **Affordable, relevant, and quality post-secondary education available in the Verde Valley.**

Toward achieving this goal the VVBAC recommends the importance of focusing on three objectives: **Access, Sustainability and Structure.**

Access

Access to quality education in the Verde Valley must incorporate the following:

- a. Adopt county-wide distance learning model
- b. Hybrid centralized model of main campuses combined with remote learning centers
- c. Provide core transfer courses
- d. Provide multiple pathways of 2+1, 2+2, certification, and CTE
- e. Centralized CTE campus or modified centralized CTE model
- f. Verde specific marketing and recruitment
- g. Enhanced scholarship and financial assistance, and affordable tuition rate
- h. Broadband

Distance learning as described in its various formats appears to be an essential component of the future of post-secondary education not only for the Verde Valley communities, but Yavapai county-wide. Our recommendation incorporates the belief that state-of-the-art technology in the delivery of distance learning is of the highest priority county-wide and especially so for the Verde Valley. In your considerations of capital expenses involving bricks and mortar projects that require the physical presence of students, we encourage that revenues derived from property taxes, tuition, and fees be applied to programs, state-of-the-art technologies for distance education, operations and maintenance. Funding for capital projects involving new construction and major renovations better reflect the support of the voters in the County when funded through appropriate bonding mechanisms. This recommendation is not intended to discourage future bricks and mortar projects, but encourages that the College place a priority county-wide on access to state-of-the art distance learning delivery systems.

Access to post-secondary education in the primarily rural Verde Valley communities will be best provided through a modified de-centralized model. In addition to the main campuses in the more concentrated population areas, a system of remote learning centers utilizing spaces in community centers, educational institutions, and governmental facilities will address access challenges resulting from limited public transportation availability and minimum class size requirements.

While a long range vision for post-secondary education in the Verde Valley might encompass multiple highly specialized destination programs, there is a minimum level of education

pathways that comprise our short term goals. First of all a student in the Verde Valley must be able to complete a core curriculum that fulfills the basic requirements for the first two years of post-secondary education that can be transferred to four-year institutions within and outside of the State of Arizona. Secondly, students must have access to pathways of 2+1, 2+2, and certification in employer desired skills and technical education. For example, a 2+1 program in nursing would allow two years of core subjects plus a third year in conjunction with a four year institution. This would provide for the completion of a Bachelors of Nursing Science entirely on Verde Valley campuses of Yavapai College.

Career and Technical Education (CTE) is best served through a centralized or modified centralized model. Yavapai College is strongly encouraged to partner with the local CTE programs to assist with their transition to more centralized models as quickly as possible.

The Committee acknowledges the College's increasing efforts towards marketing and recruitment consistent with our earlier recommendation, and seeks to reinforce the importance of working with the local elementary and secondary school districts to raise the positive brand associations and program awareness beginning with basic brand awareness at the grade school levels beginning as early as the 3rd grade expanding to summer and break special programs at the high school level. Continued concurrent and dual enrollment programs are highly encouraged.

Heightened access through continued fee waivers and instructor compensation for dual enrollment plus enhanced scholarship and financial assistance is strongly encouraged by the Committee.

Vigorous support of countywide and regional efforts to bring state-of-the art broadband to the Verde Valley campuses and satellite locations is strongly recommended.

Sustainability

Sustainability of resources that include physical plants, programs, staffing, and faculty include, but may not be limited to the following:

- a. Advocacy
- b. Recruitment
- c. Workforce Demand Focus
- d. Housing
- e. Allocation of Resources – Investment
- f. Foundation Model

The VVBAC strongly recommends that the District Governing Board recognize and give direction toward the importance of Verde Valley-centric advocacy. The communities of the Verde Valley both incorporated and unincorporated while having separate and unique identities also share a common sense of self. Our needs while diverse in many aspects are communally rural. Our best solutions to the challenges we encounter are derived from a regional perspective. The single most important component for enduring quality, efficient, and accessible post-secondary

education in our region is to have an advocate who can identify and address our unique challenges with solutions that reflect our complicated diversity and identity. That advocate must have the ability to garner the trust and transference of the public and private sector leaders of the Verde Valley communities and have the authority to advocate effectively for resources within the College as well as within the local communities.

Sustaining programs requires students. The smaller population base of the Verde Valley presents challenges to maintaining required student numbers to justify continued programs. Getting the word out locally regarding the availability and benefits of College offered programs is essential. Recruitment of students from outside of our region will supplement the natural ebbs and flows of local student potential.

Incorporating the workforce demand analysis currently being undertaken by Yavapai College is a very effective and beneficial course for sustainable post-secondary education programs in the Verde Valley region. Identifying the needs of current employers to maintain and grow their businesses and creating education programs to provide those skills is the smart way to grow and sustain College programs. Identifying products and services currently being imported into the region is a business development and job creation strategy that warrants partnerships with the College. Our committee strongly supports and encourages the ongoing support of this effort as a component of post-secondary education in the Verde Valley region.

Affordable housing as a responsibility of the College is relevant from the perspective of sustainability of programs. As mentioned previously, attaining and maintaining the number of students necessary to justify on-going programs is a challenge in the Verde Valley region. Supplementing the fluctuating supply of program specific local students with those from outside of the region could ensure greater sustainability of programs. The supply of local affordable housing becomes essential in this scenario. It is at this juncture that supplying affordable housing to students might become in the interest of the College and consequently a subject for serious consideration.

Investment as a function of sustainability has to the VVBAC several aspects. While we have not been able to obtain the applicable information, it can be assumed that there is a segment of Verde Valley students who have the resources available to them to take advantage of the facilities and programs available on the Prescott, Prescott Valley, and Chino Valley campuses. Accordingly, some allocation of the resources generated in the Verde Valley are justifiably applied there. At issue for Verde Valley residents is the percentage of locally generated revenues being allocated for programs and facilities outside of our region. We recommend that a far greater percentage be allocated within the Verde Valley.

It is important, too, that programs initiated in the Verde Valley at existing, future, and or remote sites have the necessary level of resources to ensure their greatest possibility of success. Students must believe that the programs being considered have the quality of

experience and a reasonable assurance of continued existence in order to dedicate their time and resources to that endeavor.

The criteria utilized in evaluating the need for initial investment and continued operation of facilities and programs must be appropriate for the more rural model of the Verde Valley region. Using a one size fits all evaluation criteria across the County predisposes the more rural areas to failure if those criteria are designed to evaluate programs in a more urban community college model. The further an asset is removed from the center of resources, the more expensive and less efficient it will be to operate. The Committee encourages that this understanding be embraced as a cost of doing business rather than as a rationale for the withdrawal of resources.

The Committee recognizes that the Yavapai College Foundation is a separate legal entity and that the District Governing Board has limited if any direct influence on the decisions of that body. The history of the Foundation in the Verde Valley lends itself to the consideration that the current model does not adequately serve the College's full spectrum of needs in this region. Consequently, the Committee recommends that the District Governing Board encourage the exploration of alternative models or structures for foundation related activities in the Verde Valley region.

Structure

The inclusion of the separate objective of structure as a means to achieving our stated goal came after much discussion by the committee. Originally it was included as an aspect of sustainability and the case for the importance of structure in sustainability is easily made. The Committee felt strongly that the concept of structure defined as “. . . **the establishment of effective and efficient local decision making.**” is so important that it warrants equal standing with the objectives of access and sustainability.

Tangential to structure may be a future recommendation from the Committee regarding the DGB's interpretation of the Carver Model. The Committee in its discussions have wondered whether the current interpretation embraced by the DGB serves the interests of the Verde Valley due to its emphasis on establishing “ends” and the de-emphasis of tracking the “means” being employed towards those “ends”. There are concerns that the interests of the Verde Valley may suffer if under-represented groups or areas within the College do not have a fully empowered advocate with intact avenues of communication to the DGB. The Committee wishes to further understand the design and intent of the Carver Model and asks that the DGB seriously consider any future requests for the resources necessary to do so.

The Verde Valley Board Advisory Committee wishes to thank the District Governing Board for the opportunity to be recognized as the Verde Valley's voice for constructive and collaborative dialog to promote improved access to quality and affordable post-secondary education in the Verde Valley. We believe that the recommendations included in this report describe an overarching structure ensuring accessible and sustainable delivery of that goal. We are

committed to continuing this effort with the intent of further discovery, evaluation, and discussion resulting in continued support of your mission.

A summary statement is in progress, to be submitted at a later date.

Respectfully Submitted: The Yavapai College District Governing Board Verde Valley Advisory Committee. June 3, 2015.

Paul Chevalier, Chair - Sedona

Bill Regner, Vice-Chair - Clarkdale

Janet Aniol – Unincorporated District 2

Carolyn Fisher – Unincorporated District 3

Randy Garrison – Cottonwood

Amber Marchant Lee * – Camp Verde

Leona Wathogoma – Yavapai Apache Nation

*Ms Marchant-Lee participated in the presentations and discussions prior to her resignation from the Committee due to her relocation away from the Verde Valley. She did not participate in the formation nor approval of the recommendations included with this report.

VV Advisory Committee - Mission

MISSION

To provide advice to the Yavapai College District Governing Board based on objective analysis and feedback from Verde Valley communities

We are an unbiased, community communications vehicle by which citizens in the Verde Valley may provide data-driven advice to the Yavapai College District Governing Board. Based on accurate and reliable data and input from citizens, we perform careful analysis as the basis for advice we present. We seek input from the array of communities in the Verde Valley: young and old; public and private; businesses and non-profits. We are citizen leaders that speak with one voice to prioritize the educational needs of the Verde Valley.

Presenter : Patricia McCarver

Start Time : 3:22 PM

Item No : 25

Proposed By : Patricia McCarver

Time Req : 5

Proposed : 6/2/2015

Item Type : Decision Item

Policy No.	Description	Ref No
3.1.5	To ensure the continual development of governance capability, shall include orientation of new Board members in the Board's governance process and periodic Board training and discussion of process improvement.	560669

Description : Planning of August 31, 2015 District Governing Board Retreat -
DISCUSSION AND/OR DECISION

Details : Board members will discuss the planning of the August 31, 2015 District Governing Board Retreat:

- Facilitator
- Proposed Topics
 1. Ends Statements Review and Ownership Linkage Plan within a Policy Governance framework
 2. College's Strategic Planning process, history, and Strategic Initiatives
 3. Data Repository, Benchmarking, and Trends

Attachments :

No Attachments

Presenter : Patricia McCarver

Start Time : 3:27 PM

Item No : 26

Proposed By : Patricia McCarver

Time Req : 5

Proposed : 6/1/2015

Item Type : Procedure Item

Policy No.	Description	Ref No
3.1.4	Shall monitor and regularly discuss the Board's own process and performance through: a) Regular monitoring by the full Board of its Governance Process and Board-President Linkage policies. b) Review of the Board's overall performance as a governing body. Shall delegate to the Chair the responsibility to develop and conduct this evaluation process in accordance with Policy 3.5.3.	560668

Description : Board Meeting Evaluation (Quarterly) - INFORMATION AND/OR DISCUSSION

Details : The Board assesses how meetings are conducted on a quarterly basis. Mr. Ray Sigafoos acted as the Board Evaluator and completed the review for March 2015 to May 2015. The Board Evaluator will evaluate the Board's commitment and consistency to act with Policy Governance:

1. The Board provided strategic leadership by focusing on Ends.
2. The Board obtained and/or considered ownership input.
3. The Board encouraged diversity of viewpoints
4. The Board was proactive and future-focused.
5. The Board limited their decisions to items that related to the Board's governance job.
6. Decisions were made collectively.

The Board Evaluator will determine if any of the following areas need improvement:

1. Internal preoccupation, focus on administrative means.
2. Decisions without ownership input, or self-selected input only.
3. Board "led" by a few vocal members.
4. Board involved in making decisions in areas delegated to CEO.
5. Board "rubber-stamping" decisions of individuals or committees.
6. More focus on present and/or past than on future.
7. Reacting to CEO recommendations rather than making governance decisions.

Attachments :

Title	Created	Filename
Board meeting Self Eval Working.pdf	Aug 03, 2015	Board meeting Self Eval Working.pdf

Yavapai College District Governing Board

Meeting Self-Evaluation (Quarterly)

August 10, 2015

During this evaluation, have we acted consistently with Policy Governance to which we have committed ourselves?

<p>The Board provided strategic leadership by focusing on Ends</p> <input type="checkbox"/> Always <input type="checkbox"/> Rarely <input type="checkbox"/> Most of the time <input type="checkbox"/> Never <input checked="" type="checkbox"/> Some of the time	<p>Brief comment of specific examples to support your response</p> <p>Much of the Board’s time in the months of April, May and June were related to the review and adoption of the budget for 2015-16 which is mandated by State statutes. Indirectly, the budget adoption process included decisions that relate to Ends but these were not discussed in detail nor was the process focused on Ends. The future budget discussions could be more oriented to Ends.</p>
<p>The Board obtained and/or considered ownership input</p> <input type="checkbox"/> Always <input type="checkbox"/> Rarely <input checked="" type="checkbox"/> Most of the time <input type="checkbox"/> Never <input type="checkbox"/> Some of the time	<p>The Verde Valley Advisory Board presented their opinions at two Board meetings during the quarter. The Board Annual Report was presented in the March meeting. The June meeting included a large number of comments from County residents regarding the proposed tax increase and the proposed 2015-16 budget that were on the agenda. Technically the two topics were Means not Ends but the Board was required to vote on them by State law requirements.</p>
<p>The Board encouraged diversity of viewpoints</p> <input checked="" type="checkbox"/> Always <input type="checkbox"/> Rarely <input type="checkbox"/> Most of the time <input type="checkbox"/> Never <input type="checkbox"/> Some of the time	<p>All Board members are given the opportunity to have input in discussions. At times the input was of questionable content.</p>
<p>The Board was proactive and future-focused</p> <input type="checkbox"/> Always <input type="checkbox"/> Rarely <input checked="" type="checkbox"/> Most of the time <input type="checkbox"/> Never <input type="checkbox"/> Some of the time	<p>Within the constraints imposed on the Board time placed on us by State mandated processes (see comments in other categories)</p>
<p>The Board limited their decisions to items that related to the board’s governance job</p> <input type="checkbox"/> Always <input type="checkbox"/> Rarely <input checked="" type="checkbox"/> Most of the time <input type="checkbox"/> Never <input type="checkbox"/> Some of the time	<p>With the exception, noted above, of the State mandated votes on budget, tuition and property tax levy.</p>
<p>Decisions were made collectively</p> <input checked="" type="checkbox"/> Always <input type="checkbox"/> Rarely <input type="checkbox"/> Most of the time <input type="checkbox"/> Never <input type="checkbox"/> Some of the time	<p>Many decisions were not unanimous</p>

During this evaluation, did we fall into any of the following behaviors that need to be improved?

Yes	No		BEHAVIORS NEEDING IMPROVEMENT
<input type="checkbox"/>	<input checked="" type="checkbox"/>	1	Internal preoccupation, focus on administrative means
<input type="checkbox"/>	<input checked="" type="checkbox"/>	2	Decisions without ownership input, or self-selected input only
<input type="checkbox"/>	<input checked="" type="checkbox"/>	3	Board “led” by a few vocal members
<input type="checkbox"/>	<input checked="" type="checkbox"/>	4	Board involved in making decisions in areas already delegated to CEO
<input type="checkbox"/>	<input checked="" type="checkbox"/>	5	Board “rubber-stamping” decisions of individuals or committees*
<input checked="" type="checkbox"/>	<input type="checkbox"/>	6	More focus on present and/or past than on future
<input type="checkbox"/>	<input checked="" type="checkbox"/>	7	Reacting to CEO recommendations rather than making governance decisions

*except for items deliberately handled on the Required Approvals Agenda

If answered “Yes” for any number above, give a brief example.

__6. The Board spent a large amount of time on State mandated requirements (budget, tuition, and tax levy). See comments in various categories above. The balance of the year will provide time to look at future focused activities. The schedule for the Fall includes a Board retreat to discuss Planning and Strategic Issues and a meeting devoted to the opportunity to discuss Ends.

What is the most important thing the board could do to improve our function as a board?

Presenter : Patricia McCarver

Start Time : 3:32 PM

Item No : 27

Proposed By : Patricia McCarver

Time Req : 10

Proposed : 5/27/2015

Item Type : Discussion

Policy No.	Description	Ref No
3.2.1	And its Ownership Linkage shall be the link between the organization and its owners, who are residents of Yavapai County and those who are affected by Yavapai College.	560671
3.4.2.1	Consultations with selected groups in the ownership or other methods of gaining ownership input shall be determined and arranged in September and October, to be held during the balance of the cycle.	558931

Description : District Governing Board will review the FY 2014-2015 Ownership Linkage Plan and Develop the FY 2015-2016 Ownership Linkage Plan - DISCUSSION AND/OR DECISION

Details : District Governing Board will:

- Review the FY 2014-2015 Ownership Linkage which included a survey; the first annual report; formation of the Verde Valley Board Advisory Committee (VVBAC); webpage update; and community outreach programs.
- Develop the FY 2015-2016 Ownership Linkage Plan per Governance Process Policy 3.4.2.1: Consultations with selected groups in the ownership or other methods of gaining ownership input shall be determined and arranged in September and October, to be held during the balance of the cycle.

Attachments :

Title	Created	Filename
Board Ownership Linkage Plan Draft.pdf	Aug 05, 2015	Board Ownership Linkage Plan Draft.pdf

DRAFT YAVAPAI COLLEGE DISTRICT GOVERNING BOARD 2015/2016 OWNERSHIP LINKAGE PLAN

The following **Draft** Ownership Linkage plan is intended to begin the discussion at the August Board meeting as suggested by the Board's Governance Process policy 3.4.2.1:

"Consultations with selected groups in the ownership or other methods of gaining ownership input shall be determined and arranged in September and October, to be held during the balance of the cycle."

Purpose

The Board has committed itself to being the link with the owners of Yavapai College whom it has defined as: *"residents of Yavapai County and those who are affected by Yavapai College"* (Governance Process Policy 3.2.1).

Defining Ownership Linkage

The primary purposes of ownership linkage are:

- A. To ensure that owners' wishes are taken into account in the overall development and prioritization of Ends
- B. To discover owners' sense of the 'at what cost' element of Ends
- C. To define how the Board will apply the owners' input toward Ends
- D. To educate owners about the concept of ownership and expand their knowledge and understanding of ownership issues
- E. To report back to owners on the impact of their input and the College's performance

Implementing Ownership Linkage

The Board can choose to link with its owners:

- A. In person through Board meetings/public presentations/topic specific forums/focus groups
- B. Statistically through quantitative and/or qualitative research.

Segmenting the Ownership of Yavapai College

Important to understand the views of ownership segments:

- Owners who live outside a 20 mile radius of college facilities
- Owners who live within 20 mile radius of college facilities
- Business owners
- Residential tax payers
- Community bodies which include: AZ State, County, other AZ Community College Boards, and City/Town representatives

Approach all issues on Board agenda from the perspective of the long-term overall best interests of the owners as a whole rather than narrower interests as defined by Governance Process policy **3.3.4 Understanding the College as a Whole** - *Although Board members are elected by individual Yavapai College districts, they will seek to represent the ownership as a whole rather than the people of an individual district. Therefore, Board discussions will generally be about the welfare of the entire Yavapai College District.*

Budget Implications

Per the relevant policies below, costs associated with implementing similar plans should be included in the Board's April budgeting process.

Relevant policies

3.7 Cost of Governance:

Because poor governance costs more than learning to govern well, the Board shall invest in its governance capacity.

3.7.1 Budget

Costs shall be prudently incurred, though not at the expense of endangering the development and maintenance of superior capability. The Board shall develop its budget by April each year to ensure its inclusion in the overall district budget and shall but not be limited to allowances for support and training (including consulting and technical services, orientation, conferences, and workshops); audits and other third party monitoring of organizational performance; and ownership linkages (surveys, focus groups, etc.) and Board legal services.

Introduction to the Plan

Ownership linkage is an on-going connection with the owners' changing values and perspectives. This connection should ideally include critical dialogue with the owners in order to translate those values into Ends Statements to lead the College. We recommend a number of regular annual elements with specific add-ons to address priorities in particular years.

The recommended **Ownership Linkage Tools/Techniques** consist of:

	Ownership Linkage Tools/Techniques	Communication Direction (Receive Input & Report results)
Annual Plan	News Releases	Report results
	Monthly Meetings (various locations) Open Call Educational Presentations Video Recordings on Channel 13 and the Website	Report results Receive Input Receiving and Reporting Report results
	Website – Minutes and agendas Online comments News and Information	Report results Receive Input Report results
	Verde Valley Board Advisory Committee	Receiving and Reporting
	Community Outreach Communication (bi-annual)	Report results
	"How the Board Works" brochure	Report results
	Annual Report	Report results
	Board Liaisons for AADGB, ACCT, YC Foundation	Receiving and Reporting
	Budget process	Receiving and Reporting
	Election process	Receive Input
	Public presentations	Receiving and Reporting
	Topic specific forums	Receiving and Reporting
	Focus groups	Receiving and Reporting
	Biennial	Ownership Linkage Tools/Techniques
Surveys of Owners		Receiving and Reporting

Presenter : Patricia McCarver

Start Time : 3:42 PM

Item No : 28

Proposed By : Patricia McCarver

Time Req : 5

Proposed : 3/31/2015

Item Type : Information Item

Policy No.	Description	Ref No
3.5.5	All Board liaisons are appointed by the Board Chair annually. The role of a Board liaison is to serve as a communication representative between the Board and committee. The Board liaison serves as the point of contact for information review, input, and approval prior to Board receipt. Board liaisons attend and participate in all meetings and conference calls of their assigned committees. Board liaisons should provide advice and input to their assigned committees, especially in terms of Board policies. Upon request, Board liaisons provide written or oral reports on the progress of their assigned committees. The positions are: 1) Foundation Liaison 2) AADGB Representative 3) Board Spokesperson	560681

Description : Reports from Board Liaisons - Arizona Association for District Governing Boards (AADGB); Association of Community Colleges Trustees (ACCT); Verde Valley Board Advisory Committee; and Yavapai College Foundation - INFORMATION AND/OR DISCUSSION

Details : Arizona Association for District Governing Boards (AADGB) - Mr. Ray Sigafos

Association of Community Colleges Trustees (ACCT) - Mr. Ray Sigafos

Verde Valley Board Advisory Committee (VVBAC) - Mr. Al Filardo

Yavapai College Foundation - Dr. Patricia McCarver

Attachments :

No Attachments

Presenter : Patricia McCarver

Start Time : 3:47 PM

Item No : 29

Proposed By : Patricia McCarver

Time Req : 0

Proposed : 3/31/2015

Item Type : Heading

Policy No.	Description	Ref No
3.4	To accomplish its job products with a governance style consistent with Board policies, the Board shall follow an annual agenda which (a) completes a re-exploration of Ends policies annually; and (b) continually improves Board performance through Board education and enriched input and deliberation.	558881

Description : OTHER INFORMATION - HEADING

Details :

Attachments :

No Attachments

Presenter : Patricia McCarver
Proposed By : Patricia McCarver
Proposed : 3/31/2015

Start Time : 3:47 PM
Time Req : 5
Item Type : Information Item

Item No : 30

Policy No.	Description	Ref No
3.2.1	And its Ownership Linkage shall be the link between the organization and its owners, who are residents of Yavapai County and those who are affected by Yavapai College.	560671

Description : Correspondence to the Board - RECEIPT

Details :

Attachments :

No Attachments

Presenter : Patricia McCarver
Proposed By : Patricia McCarver
Proposed : 3/31/2015

Start Time : 3:52 PM
Time Req : 5
Item Type : Decision Item

Item No : 31

Policy No.	Description	Ref No
3.4	To accomplish its job products with a governance style consistent with Board policies, the Board shall follow an annual agenda which (a) completes a re-exploration of Ends policies annually; and (b) continually improves Board performance through Board education and enriched input and deliberation.	558881

Description : Proposed Dates and Places of Future Meetings for the Remainder of 2015 and for Upcoming 2016 - DISCUSSION AND/OR DECISION

Details : The Board will discuss the Proposed Dates and Places for Future Meetings for the remainder of 2015 and for upcoming 2016 - attached.
- August 31 Retreat

Attachments :

Title	Created	Filename
2015- Proposed Dates and Places of Future Meetings.pdf	Aug 05, 2015	2015- Proposed Dates and Places of Future Meetings.pdf
2016- Proposed Dates and Places of Future Meetings.pdf	Aug 05, 2015	2016- Proposed Dates and Places of Future Meetings.pdf

PROPOSED DATES AND PLACES OF FUTURE MEETINGS - 2015

TYPE OF MEETING	DATE/DAY/TIME/LOCATION
Regular Board Meeting	January 13, 2015, Tuesday, 1:00 p.m. Location: Prescott Campus-Rock House
New Member Orientation	February 2, 2015, Monday, 12:00 noon Location: Prescott Campus - Bldg. 32, Rm 113
Board Retreat	February 3, 2015, Tuesday, 8:30 a.m. Location: Prescott Campus - Bldg. 32, Rm 119
Regular Board Meeting	February 3, 2015, Tuesday, 1:00 p.m. Location: Prescott Campus-Rock House
Regular Board Meeting	March 3, 2015, Tuesday, 1:00 p.m. Location: Sedona Center - Rm 34
Regular Board Meeting	April 14, 2015, Tuesday, 1:00 p.m. Location: Prescott Campus-Rock House
Special Board Meeting	May 6, 2015, Wednesday 1:00 p.m. Location: Prescott, Rm 32-119 and Verde Valley, G-103 (video conf)
Verde Valley Commencement	May 8, 2015, Friday, 6:00 p.m. Location: Verde Valley Campus
Nursing Pinning Ceremony	May 9, 2015, Saturday, 1:00 p.m. Location: Prescott Campus - Performing Arts Center
Prescott Commencement	May 9, 2015, Saturday, 6:00 p.m. Location: Prescott Campus - Performing Arts Center
Northern Arizona Regional Training Academy (NARTA) Commencement	May 14, 2015, Thursday, 11:00 a.m. Location: Prescott Campus - Performing Arts Center
Board Budget Workshop	May 19, 2015, Tuesday 10:30 a.m. Location: Prescott Campus - 32-119
Regular Board Meeting	May 19, 2015, Tuesday, 1:00 p.m. Location: Prescott Campus-Rock House
Truth In Taxation Hearing	June 9, 2015, Tuesday, 11:00 a.m. Location: Prescott Campus-Community Room 19-147
Truth in Taxation Special Meeting	June 9, 2015, Tuesday, 11:30 a.m. Location: Prescott Campus-Community Room 19-147
Budget Public Hearing	June 9, 2015, Tuesday, 11:45 a.m. Location: Prescott Campus-Community Room 19-147
Budget Adoption Meeting	June 9, 2015, Tuesday, 12:20 p.m. Location: Prescott Campus-Community Room 19-147
Regular Board Meeting	June 9, 2015, Tuesday, 1:15 p.m. Location: Prescott Campus-Community Room 19-147
International Policy Governance Association(IPGA) Annual Conference	June 18-20, 2015 Location: Vancouver, Canada
JULY 2015 - NO BOARD MEETING	
Regular Board Meeting	August 10, 2015, Monday, 1:00 p.m. Location: Prescott Campus - Rock House
Board Retreat - Strategic Planning	August 31, 2015, Monday - 9:00 a.m. Location: Prescott Campus-Rock House
Regular Board Meeting	September 1, 2015, Tuesday, 1:00 p.m. Location: Verde Valley Campus - Bldg. M, Rm 137
Regular Board Meeting	October 6, 2015, Tuesday, 1:00 p.m. Location: CTEC - Room TBD
CTEC Grand Re-Opening	October 10, 2015, Saturday, 10:00 a.m. Location: CTEC
Association of Community College Trustees (ACCT) Leadership Congress	October 14 - October 17, 2015 Location: San Diego, CA
Regular Board Meeting	November 10, 2015, Tuesday, 1:00 p.m. Location: Chino Valley Agribusiness Center-Rm 120/121
Northern Arizona Regional Training Academy (NARTA) Commencement	December 3, 2015 - TBD Location: Prescott Campus - Performing Arts Center
Nursing Pinning Ceremony	December 11, 2015 - 3:00 p.m. Location: Prescott Campus - Performing Arts Center
Annual Board Retreat	December 2015 - TBD Location: Prescott Campus - Rock House
Regular Board Meeting	December 8, 2015, Tuesday, 1:00 p.m. Location: Prescott Campus - Rock House

February 3, 2015 (First Tuesday of the Month) changed due to scheduling conflicts

March 3, 2015 (First Tuesday of the Month) changed due to Spring Break scheduled for March 9th - 13th

September 1, 2015 (First Tuesday of the Month) changed due to scheduling conflicts

PROPOSED DATES AND PLACES OF FUTURE MEETINGS - 2016

TYPE OF MEETING	DATE/DAY/TIME/LOCATION
Regular Board Meeting	January 12, 2016, Tuesday, 1:00 p.m. Location: Prescott Valley Center, Rooms 110-111
Board Retreat	February TBD , 2016, Tuesday, 8:30 a.m. Location: Prescott Campus – Bldg. 32, Rm 119
Regular Board Meeting	February 9, 2016, Tuesday, 1:00 p.m. Location: Prescott Campus-Rock House
Regular Board Meeting*	March 1, 2016, Tuesday, 1:00 p.m. Location: Verde Valley Campus, Room M-137
Regular Board Meeting	April 12, 2016, Tuesday, 1:00 p.m. Location: Chino Valley Agribusiness Center Rm120/121
Verde Valley Commencement	May 6, 2016, Friday, x:00 p.m. Location: Verde Valley Campus
Nursing Pinning Ceremony	May 7, 2016, Saturday, x:00 p.m. Location: Prescott Campus – Performing Arts Center
Prescott Commencement	May 7, 2016, Saturday, x:00 p.m. Location: Prescott Campus – Performing Arts Center
Regular Board Meeting	May 10, 2016, Tuesday, 1:00 p.m. Location: Prescott Campus-Rock House
Northern Arizona Regional Training Academy (NARTA) Commencement	May 12, 2016, Thursday, xx:00 a.m. Location: Prescott Campus – Performing Arts Center
Regular Board Meeting	June 14, 2016, Tuesday, 1:00 p.m. Location: Prescott Campus-Rock House
JULY 2016 – NO BOARD MEETING	
Regular Board Meeting	August 9, 2016, Tuesday, 1:00 p.m. Location: Prescott Campus – Rock House
Board Retreat	August TBD , 2016, Monday – 9:00 a.m. Location: Prescott Campus-Rock House
Regular Board Meeting	September 13, 2016, Tuesday, 1:00 p.m. Location: Verde Valley Campus - Bldg. M, Rm 137
Regular Board Meeting	October 11, 2016, Tuesday, 1:00 p.m. Location: CTEC - Room 189
Regular Board Meeting	November 8, 2016, Tuesday, 1:00 p.m. Location: Sedona Center, Room 34
Northern Arizona Regional Training Academy (NARTA) Commencement	December 8, 2016 – Thursday, xx:00 Location: Prescott Campus – Performing Arts Center
Nursing Pinning Ceremony	December 9, 2016 – Friday, xx:00 Location: Prescott Campus – Performing Arts Center
Annual Board Retreat	December 2016 – TBD Location: Prescott Campus – Rock House
Regular Board Meeting	December 13, 2016, Tuesday, 1:00 p.m. Location: Prescott Campus – Rock House

*First Tuesday of the month. Changed due to Spring Break scheduled for March 7-11, 2016.

Presenter : Patricia McCarver

Start Time : 3:57 PM

Item No : 32

Proposed By : Patricia McCarver

Time Req : 1

Proposed : 3/31/2015

Item Type : Procedure Item

Policy No.	Description	Ref No
3.4	To accomplish its job products with a governance style consistent with Board policies, the Board shall follow an annual agenda which (a) completes a re-exploration of Ends policies annually; and (b) continually improves Board performance through Board education and enriched input and deliberation.	558881

Description : ADJOURNMENT OF REGULAR MEETING - PROCEDURAL

Details :

Attachments :

No Attachments