



**Yavapai College District Governing Board
Regular Board Meeting
Approved Minutes of Regular Meeting
Tuesday, June 14, 2016
1:00 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 Ms. Deb McCasland, Board Member

Absent:

Mr. Ray Sigafoos, 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 - HEADING

2. Call to Order – PROCEDURAL

Chair McCarver called the Yavapai College District Governing Board meeting to order at 1:01 p.m.

3. Pledge of Allegiance – PROCEDURAL

The Pledge of Allegiance was led by Member Irwin.

4. Welcome to Guests and Staff – PROCEDURAL

Chair McCarver welcomed all guests and staff including a special welcome to Doug Eastman, Yavapai College Head Softball Coach, and Ryan Cougill, Yavapai College Head Baseball Coach. The Yavapai College Women's Softball Team were the NJCAA Division I Region I Champions and placed fourth in the NJCAA National Tournament. The Men's Baseball Team are the NJCAA World Series Division I National Champions.

5. Approval of the Minutes From the May 10, 2016 District Governing Board Budget Hearing, Budget Adoption, Regular Meeting, and the Executive Session - DISCUSSION AND DECISION (refer to Board agenda, pgs. 8-14)

Member McCasland moved, seconded by Member Filardo, to approve the Minutes from the May 10, 2016 District Governing Board Budget Hearing, Budget Adoption, Regular Meeting, and the Executive Session. Motion carried unanimously.

6. Adoption of Agenda – DECISION

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

7. OWNERSHIP LINKAGE – HEADING

8. Open Call - PROCEDURAL

The following owner addressed the Board: Ruth Wicks – Lack of class offerings and falling enrollment.

9. CONSENT AGENDA – HEADING

Member McCasland moved, seconded by Member Filardo, to approve Consent Agenda items #11 and 12 as written. Motion carried unanimously.

Member Irwin moved, seconded by Member Filardo, to approve Consent Agenda item #10: Report on Revenues and Expenditures – May 2016 as written. Motion carried unanimously.

Member McCasland moved, seconded by Member Filardo, to approve Consent Agenda items #13: Public and Charter School Dual Enrollment Intergovernmental Agreements as written. Motion carried unanimously.

10. Receipt of Report on Revenues and Expenditures – Month of May 2016 - RECEIPT, DISCUSSION, AND/OR DECISION (refer to Board agenda, pgs. 17-26)

11. Receipt of President's Monthly Monitoring Report - Executive Limitation 2.3.1 - Budget Deviation – May 2016 - RECEIPT, DISCUSSION, AND/OR DECISION (refer to Board agenda, pgs. 27-29)

The President reported compliance.

12. Receipt of President's Monthly Monitoring Report: Executive Limitation 2.3.2 - Reserves – May 2016 - RECEIPT, DISCUSSION, AND/OR DECISION (refer to Board agenda, pgs. 30-32)

The President reported compliance.

13. For Consideration of Public and Charter School Dual Enrollment Intergovernmental Agreements with Yavapai Community College District - RECEIPT, DISCUSSION AND/OR DECISION (refer to Board agenda, pgs. 33-55)

The attached Intergovernmental Agreement (IGA's) will enable Yavapai College to provide Dual Enrollment Courses from July 1, 2016 through June 30, 2017, 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
Seligman Unified School District No. 40
Tri-City College Preparatory High School

14. INFORMATION - HEADING - CONTINUED

15. Information from the President to Include Introduction of New Vice President for Instruction and Student Development; Executive Leadership Organizational Change; Campus Master Plan Update; College Highlights; Facilities Management News; and Other Related Issues - INFORMATION AND/OR DISCUSSION (refer to Board agenda, pgs. 56-74)

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

- Introduction of Dr. Ron Liss, Vice President for Instruction and Student Development
- Executive Leadership Organizational Change – Dr. James Perey has accepted additional executive leadership responsibilities and his new title will be the Executive Dean/Campus Executive Officer - Verde Valley; Director of University/Governmental Relations and now will report directly to Dr. Wills.
- Campus Master Plan Update from Dr. Clint Ewell, Vice President for Finance and Administrative Services, included Prescott Campus buildings 15, 29, and 31; Sedona Center programming development; and Prescott Valley facility expansion.
- College Highlights - Attached - Information Only
- Facilities Management News - Attached - Information Only
- Other Related Issues
 - The Tenderfoot Fire and the evacuation of Yarnell and Peoples Valley residents staged at Yavapai College Prescott Campus.
 - Verde Valley Campus and Sedona Center Fall 2016 Enrollment Guide
 - Yavapai College faculty, staff, and students are participating in many community volunteer services such as search/rescue, board members, school districts, etc.
 - College for Kids now in session at both campuses with high enrollment.

16. Information from Instruction and Student Development to Include: Creating Student Pathways and Other Related Issues - INFORMATION AND/OR DISCUSSION (refer to Board agenda, pgs. 75-83)

Dr. Ron Liss, Vice President for Instruction and Student Development presented an update on the following:

- Yavapai College Creating Student Pathways, Tania Sheldahl, Dean for Student Development Division, and Scott Farnsworth, Dean for Sciences, Health and Public Safety. The presentation included the current Community College Educational System; current YC data; why YC will build pathways; how pathways supports the DGB Ends; and next steps.

17. Senate Bill 1476: Property Tax Cap - INFORMATION AND DISCUSSION (refer to Board agenda, pgs. 84-85)

Dr. Clint Ewell, Vice President for Finance and Administrative Services, updated the District Governing Board on the Arizona Superior Court Ruling in Favor of Pima County Regarding Property Tax Oversight Commission.

18. MONITORING REPORTS – HEADING

19. Receipt of President's Monitoring Report - Executive Limitation 2.3 - Financial Management - MONITORING, DISCUSSION, AND/OR DECISION (refer to Board agenda, pgs. 87-93)

Executive Limitation 2.3 - Financial Management

The President shall not 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.

Member Filardo moved, seconded by Member Irwin, that we have read the President's Monitoring Report regarding Policy 2.3, and believe that the interpretation of the policies provided is reasonable, and we believe that there is sufficient evidence to support the conclusion of compliance with these policies. Therefore, I move that we accept the Monitoring Report for Policy 2.3. Motion carried unanimously.

20. Board Self-Evaluation of Governing Board Policy 4.5 - President Compensation and Benefits- MONITORING, DISCUSSION, AND/OR DECISION (refer to Board agenda, pgs. 94-95)

4.5 President Compensation and Benefits

The Board shall negotiate a contract with the President that shall stipulate compensation and benefits for the President. The President's remuneration shall be decided in or about June of each year and shall be consistent with any existing contract, after a review of monitoring reports received in the last year.

21. Board Meeting Evaluation (Quarterly) - INFORMATION AND/OR DISCUSSION (refer to Board agenda, pgs. 96-97)

The Board will assess on a quarterly basis, how meetings are conducted; commitment to governance style and processes; and the Board's performance according to the Board's Governance Process policies 3.1.4 Self-Evaluation and 3.5.3 Board Chair's Role in Monitoring. Member McCasland acted as the Board Evaluator and completed the assessment for the Board's overall performance from March 2016 through May 2016.

22. SHORT RECESS - PROCEDURAL

Meeting recessed at 2:17 p.m.; reconvened at 2:30 p.m.

23. POLICY ISSUES - HEADING

24. Executive Limitations Policy 2.3.2 Reserve Designations - INFORMATION AND/OR DISCUSSION (refer to Board agenda, pgs. 99-100)

At the March 1, 2016 District Governing Board meeting, the Board requested a review of Executive Limitations Policy 2.3.2 Reserve Designations. Policy 2.3.2 currently states:

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. Administration is recommending to increase the current fund target to 16% over the next 2 years and not to change the Plant Fund target.

The Board requested the Executive Limitation 2.3.2 recommendation be included in a future District Governing Board meeting.

25. BOARD EDUCATION/STRATEGIC PLANNING - HEADING (refer to Board agenda, pgs. 101-111)

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

Lynne Adams, District Governing Board Legal Counsel, provided:

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

27. OWNERSHIP LINKAGE - HEADING - CONTINUED

28. Ownership Linkage Plan Quarterly Update - INFORMATION, DISCUSSION, AND/OR DECISION (refer to Board agenda, pgs. 112-114)

The Board reviewed the quarterly status report of the 2015-2016 Ownership Linkage Plan.

29. Planning of September 2016 District Governing Board Retreat - DISCUSSION AND/OR DECISION

Board members discussed the planning of the September 2016 District Governing Board Retreat proposed topics

1. Administrative Presentation - Pathway Project
2. Ends Statements Review
3. Annual Calendar
4. Ownership Linkage Plan

- Recap of 2015-2016 (Feedback; VVBAC; Focus Forums; Web Survey Questions; Community Outreach Communications; Open Call)

- Proposal for 2016-2017 (Community Outreach to address 2015-2016 feedback)

The Board requests a September 12, 2016 Retreat to include all the above topics along with a discussion regarding the culture of the Board.

30. Reports from Board Liaisons - Arizona Association for District Governing Boards (AADGB) and Association of Community College Trustees (ACCT); 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 - Mr. Al Filardo reported the next meeting will be June 15, 2016. The VVBAC has collected 66 community responses to the 2015-2016 Ownership Linkage questions.

- Yavapai College Foundation - Dr. Patricia McCarver reported the last meeting was May 11, 2016 and highlighted Family Enrichment Center and scholarships.

31. OTHER INFORMATION - HEADING

32. Correspondence to the Board – RECEIPT

Correspondence received included: 2016 Soccer Schedule; Yavapai College Verde Valley Campus & Sedona Center Fall 2016 Enrollment Guide; and *RealBoard Advisor* by Governance Coach.

33. District Governing Board Dates and Places of Future Meetings - DISCUSSION AND/OR DECISION (refer to Board agenda, pgs. 122-123)

34. ADJOURNMENT OF REGULAR MEETING - PROCEDURAL

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

Regular meeting adjourned at 3:08 p.m.

Respectfully submitted:

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

Date: August 9, 2016

_____/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: www.yc.edu.

The mission of Yavapai College is to provide quality higher learning and cultural resources for the diverse populations of Yavapai County.