



**Regular Board Meeting
Agenda Summary
District Governing Board Regular Meeting
Tuesday, June 14, 2016
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	626391
2	Call to Order - PROCEDURAL	0	1:00 PM	626392
3	Pledge of Allegiance - PROCEDURAL	1	1:00 PM	626393
4	Welcome to Guests and Staff - PROCEDURAL	1	1:01 PM	626394
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	2	1:02 PM	626395
6	Adoption of Agenda - DECISION	2	1:04 PM	626396
7	OWNERSHIP LINKAGE - HEADING	0	1:06 PM	626708
8	Open Call - PROCEDURAL	10	1:06 PM	626709
9	CONSENT AGENDA - HEADING	0	1:16 PM	626397
10	Receipt of Report on Revenues and Expenditures - May 2016 - RECEIPT, DISCUSSION, AND/OR DECISION	1	1:16 PM	626398

Item No.	Item	Time Req.	Start Time	Ref No.
11	Receipt of the President's Monthly Monitoring Report - Executive Limitations 2.3.1 - Budget Deviation - May 2016 - RECEIPT, DISCUSSION, AND/OR DECISION	2	1:17 PM	626399
12	Receipt of the President's Monthly Monitoring Report - Executive Limitations 2.3.2 - Reserves - May 2016 - RECEIPT, DISCUSSION, AND/OR DECISION	2	1:19 PM	626400
13	For Consideration of Approval of Public and Charter School Dual Enrollment Intergovernmental Agreements with Yavapai Community College District -RECEIPT, DISCUSSION, AND/OR DECISION	2	1:21 PM	626402
14	INFORMATION - HEADING	0	1:23 PM	626404
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	15	1:23 PM	626406
16	Information from Instruction and Student Development to Include: Creating Student Pathways and Other Related Issues - INFORMATION AND/OR DISCUSSION	10	1:38 PM	626407
17	Senate Bill 1476: Property Tax Cap - INFORMATION AND DISCUSSION	10	1:48 PM	639784
18	MONITORING REPORTS - HEADING	0	1:58 PM	626409
19	Receipt of President's Monitoring Report - Executive Limitation 2.3 - Financial Management - MONITORING, DISCUSSION, AND/OR DECISION	5	1:58 PM	626410
20	Board Self-Evaluation - Board-President Linkage 4.5 - President Compensation and Benefits - MONITORING, DISCUSSION AND/OR DECISION	5	2:03 PM	627903
21	Board Meeting Evaluation (Quarterly) - INFORMATION AND/OR DISCUSSION	10	2:08 PM	626419
22	SHORT RECESS - PROCEDURAL	10	2:18 PM	626408
23	POLICY ISSUES - HEADING	0	2:28 PM	626401
24	Executive Limitations Policy 2.3.2 Reserve Designations - INFORMATION AND/OR DISCUSSION	10	2:28 PM	627995
25	BOARD EDUCATION / STRATEGIC PLANNING - HEADING	0	2:38 PM	628006
26	Overview of Community College Legislative Changes by the Board's Legal Counsel, Lynne Adams - INFORMATION AND/OR DISCUSSION	15	2:38 PM	628007
27	OWNERSHIP LINKAGE (CONTINUED) - HEADING	0	2:53 PM	626411
28	Ownership Linkage Plan Quarterly Update - INFORMATION, DISCUSSION, AND/OR DECISION	10	2:53 PM	635608
29	Planning of September 2016 District Governing Board Retreat - DISCUSSION AND/OR DECISION	10	3:03 PM	635609

Item No.	Item	Time Req.	Start Time	Ref No.
30	Reports from Board Liaisons - Association of Community College Trustees (ACCT); Arizona Association for District Governing Boards (AADGB); Verde Valley Board Advisory Committee (VVBAC); and Yavapai College Foundation - INFORMATION AND/OR DISCUSSION	5	3:13 PM	626412
31	OTHER INFORMATION - HEADING	0	3:18 PM	626413
32	Correspondence to the Board - RECEIPT	5	3:18 PM	626414
33	District Governing Board Dates and Places of Future Meetings - DISCUSSION AND/OR DECISION	5	3:23 PM	626415
34	ADJOURNMENT OF REGULAR MEETING - PROCEDURAL	1	3:28 PM	626418

Presenter : Patricia McCarver

Start Time : 1:00 PM

Item No : 1

Proposed By : Patricia McCarver

Time Req : 0

Proposed : 2/15/2016

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 : 2/15/2016

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 : 2/15/2016

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 : 2/15/2016

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 to Guests and Staff - PROCEDURAL

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

Attachments :

Title	Created	Filename
Softball1.pdf	Jun 07, 2016	Softball1.pdf
Basball1.pdf	Jun 07, 2016	Basball1.pdf



FINAL FOUR

NJCAA NATIONAL TOURNAMENT

NJCAA

NATIONAL CHAMPIONS



YAVAPAI 5



SAN JACINTO 2

Presenter : Patricia McCarver

Start Time : 1:02 PM

Item No : 5

Proposed By : Patricia McCarver

Time Req : 2

Proposed : 2/15/2016

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 the Minutes From the May 10, 2016 District Governing Board Budget Hearing, Budget Adoption, Regular Meeting, and the Executive Session - DISCUSSION AND DECISION

Details : To affirm discussion and record of actions and motions made and approved by the District Governing Board at the May 10, 2016 District Governing Board Budget Hearing, Budget Adoption and Regular Board meetings and the Executive Session. 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 Session minutes are confidential by statute and are; therefore, not included in public documents.)

Attachments :

Title	Created	Filename
1. DGB Budget Public Hearing Unapproved Minutes 5-10-16.pdf	May 25, 2016	1. DGB Budget Public Hearing Unapproved Minutes 5-10-16.pdf
2. DGB Budget Special Meeting Unapproved Minutes 5-10-16.pdf	May 25, 2016	2. DGB Budget Special Meeting Unapproved Minutes 5-10-16.pdf
3. Unapproved Regular Meeting Minutes - May 10.pdf	May 25, 2016	3. Unapproved Regular Meeting Minutes -May 10.pdf



Yavapai College District Governing Board

FY 2016-2017 Budget Special Meeting
In Accordance with A.R.S §15-1461.01(A)
Unapproved Minutes of Special Meeting
Tuesday, May 10, 2016
1:43 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 FY 2016-2017 Budget Special Meeting to order at 1:43 p.m. to consider the Yavapai County Community College District FY 2016-2017 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 2016-2017 as Proposed at the Budget Public Hearing - DISCUSSION AND/OR DECISION

The Board members provided the following comments:

Member Sigafoos moved, seconded by Member Filardo, that the Yavapai College District Governing Board adopt the Yavapai County Community College District FY 2016-2017 Budget as presented during the public hearing.

Roll Call of the Yavapai College District Governing Board for approval of the Yavapai County Community College District FY 2016-2017 Budget as advertised and presented during the public hearing:

Mr. Raymond Sigafoos, District 1 – Yes
Ms. Deb McCasland, District 2 - Yes
Mr. Albert Filardo, District 3 - Yes
Dr. Patricia McCarver, District 4 – Yes
Mr. Steve Irwin, District 5 - Yes

Motion carried unanimously.

3. Adjournment - PROCEDURAL

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

The Special Meeting was adjourned at 1:44 p.m.

Respectfully submitted:

Ms. Karen Jones, Recording Secretary

Date: June 14, 2016

Dr. Patricia McCarver, Chair

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
Regular Board Meeting
Unapproved Minutes of Regular Meeting
Tuesday, May 10, 2016
1:45 PM**

Prescott Campus - Building 3, Room 119
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 - HEADING

2. Call to Order – PROCEDURAL

Chair McCarver called the Yavapai College District Governing Board meeting to order at 1:48 p.m.

3. Pledge of Allegiance – PROCEDURAL

The Pledge of Allegiance was led by Member Filardo

4. Welcome to Guests and Staff – PROCEDURAL

Chair McCarver welcomed all guests and staff.

5. Approval of District Governing Board April 19, 2016 Regular Meeting Minutes - DISCUSSION AND DECISION

(refer to Board agenda, pgs. 6-9)

Member Filardo moved, seconded by Member Irwin, to approve the District Governing Board April 19, 2016 Regular Meeting Minutes. 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. OWNERSHIP LINKAGE – HEADING

8. Recognition of Faculty Members' Advancement to Continuing Contract Status - INFORMATION AND DISCUSSION

Scott Farnsworth, Interim Vice President for Instruction and Student Development recognized the following faculty members who have advanced to continuing contract status with Yavapai College:

- Chuck Allmon, Industrial Machine Mechanics, CTEC
- Rick Peters, Electrical Instrumentation, CTEC
- Ron Luellen, Automotive and Diesel, CTEC
- Scott Miller, Computer Technologies and Instructional Support Division, Prescott
- Sonny Rodriguez, Automotive, CTEC

9. Recognition of Faculty Emeritus Awardees for 2016: Roy Traver and Dr. Roy Breiling - INFORMATION AND DISCUSSION

Jill Fitzgerald, Dean for Business, Education, and Social Sciences introduced the new Faculty Emeritus Awardees:

- Roy Traver - Served Yavapai College from 1997 to 2014
- Dr. Roy E. Breiling - Served Yavapai College from 1995 to 2014

10. SHORT RECESS - PROCEDURAL

Meeting recessed at 1:56 p.m.; reconvened at 2:07 p.m.

11. CONSENT AGENDA – HEADING

Member McCasland moved, seconded by Member Sigafoos, to approve Consent Agenda items #13 and 14 as written. Motion carried unanimously.

Member McCasland moved, seconded by Member Filardo, to approve Consent Agenda item #12: Report on Revenues and Expenditures – April 2016 as written. Motion carried unanimously.

Member Filardo moved, seconded by Member Sigafoos, to approve Consent Agenda items #15, 16, 17, and 18 as written. Motion carried unanimously.

12. Receipt of Report on Revenues and Expenditures – Month of April 2016 - RECEIPT, DISCUSSION, AND/OR DECISION (refer to Board agenda, pgs. 13-22)

13. Receipt of President's Monthly Monitoring Report - Executive Limitation 2.3.1 - Budget Deviation – April 2016 - RECEIPT, DISCUSSION, AND/OR DECISION (refer to Board agenda, pgs. 23-25)

The President reported compliance.

14. Receipt of President's Monthly Monitoring Report: Executive Limitation 2.3.2 - Reserves – April 2016 - RECEIPT, DISCUSSION, AND/OR DECISION (refer to Board agenda, pgs. 26-28)

The President reported compliance.

15. For Consideration for Approval the Intergovernmental Agreement Between Yavapai College and the Town of Chino Valley for Use of Their Shooting Facility - RECEIPT, DISCUSSION AND/OR DECISION (refer to Board agenda, pgs. 29-37)

For consideration for approval the intergovernmental agreement (IGA) between Yavapai College and the Town of Chino Valley for use of their shooting facility. The Town owns the Proforce Tactical Law Enforcement Range which is operated and maintained by the Chino Valley Police Department for the purpose of training its officers and other peace officers. Pursuant to the terms of the IGA, Yavapai College would be able to use the facilities for an initial term of twenty (20) years and will automatically renew for an additional twenty (20) year term.

16. For Consideration for Approval of the Second Amendment to the Intergovernmental Agreement Between Yavapai College and the City of Prescott for the Purpose of Sharing Public Facilities- RECEIPT, DISCUSSION AND/OR DECISION (refer to Board agenda, pgs. 38-55)

For consideration for approval of the second amendment to the intergovernmental agreement (IGA) between Yavapai College and the City of Prescott for the purpose of sharing public facilities. The amendment extends the agreement through May 23, 2021 and allows for one (1) additional five (5) year term.

17. For Consideration for Approval of the Intergovernmental Agreement Between Yavapai College and Central Yavapai Fire District - RECEIPT, DISCUSSION AND/OR DECISION (refer to Board agenda, pgs. 56-64)

For consideration for approval of the intergovernmental agreement (IGA) between Yavapai College and Central Yavapai Fire District to more effectively and economically provide maintenance and repairs for the College's fire apparatus and related equipment.

18. For Consideration for Approval of the Intergovernmental Agreement Between Yavapai College and Superior Court in Yavapai County to provide a Youth Summer Training and Enrichment Program - RECEIPT, DISCUSSION AND/OR DECISION (refer to Board agenda, pgs. 65-77)

For consideration for approval of the intergovernmental agreement (IGA) between Yavapai College and Superior Court in Yavapai County Juvenile Court Center to provide a Youth Summer Training and Enrichment Program (YouthSTEP) effective upon execution and shall terminate on September 30, 2016.

19. INFORMATION - HEADING - CONTINUED

20. Information from the President to Include: 2016 Commencement Ceremonies; District Governing Board Focus Forums; Faculty Summer Institute; Yavapai Combined Trust Quarterly Report; YCSA Update; College Highlights; Facilities Management News; and Other Related Information - INFORMATION AND/OR DISCUSSION (refer to Board agenda, pgs. 79-113)

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

- 2016 Commencement Ceremonies on May 6th and 7th, 2016
- District Governing Board Focus Forums - Dennis Garvey, Dean for Lifelong Learning
- Faculty Summer Institute held on May 10th and 11th, 2016
- Yavapai Combined Trust Quarterly Report - Attached - Information Only
- YCSA Update - Attached - Information Only
- College Highlights - Attached - Information Only
- Facilities Management News - Attached - Information Only

The Board requested a full report of the Focus Forums during the August District Governing Board meeting.

21. Information from Instruction and Student Development to Include: Faculty Senate; College Honors Program; Adjunct Faculty Newsletter; and Other Related Information - INFORMATION AND/OR DISCUSSION (refer to Board agenda, pgs. 114-124)

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

- Faculty Senate Update - David Gorman introduced Dr. Selina Bliss as the 2016/2017 Faculty Senate President. Dr. Bliss recapped future work for the Senate such as the Higher Learning criteria, academic pathways, improving faculty engagement and communication, dean surveys, and examining the faculty workload calculator.
- College Honors Program - Jason Whitesitt, Program Director, and Annette Daughtry, Student, provided a recap of the CHP's activities such as collaboration efforts with the ASU Walter Cronkite program; 2015-16 Theme - conversation, environmentalism, and ecology; Motto "Come and See"; service projects; and educational travel.
- Adjunct Faculty Newsletter - Attached - Information Only

22. MONITORING REPORTS – HEADING

23. Receipt of President's Monitoring Report - Executive Limitation 2.0- MONITORING, DISCUSSION, AND/OR DECISION (refer to Board agenda, pgs. 126-131)

2.0 Executive Limitations

The President shall not cause or allow any practice, which is illegal, unethical, imprudent, or inconsistent with college policies.

Member Sigafoos moved, seconded by Member Filardo, that we have read the President's Monitoring Report regarding Policy 2.0, 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 2.0. Motion carried unanimously.

24. Receipt of President's Monitoring Report - Executive Limitation 2.2 - Compensation and Benefits - MONITORING, DISCUSSION, AND/OR DECISION (refer to Board agenda, pgs. 132-136)

2.2 Compensation and Benefits

The President will not allow employment, compensation, or benefit practices that are illegal, unethical, in violation of college policies or best practices, or incur unfunded liabilities or imply permanent or guaranteed employment.

Chair McCarver moved, seconded by Member Filardo, that we have read the President's Monitoring Report regarding Policy 2.2, 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 2.2. Motion passes with 4 yes and 1 no vote from Member McCasland.

Member Sigafoos stated that after further review and additional information, he requests to change his rating regarding "Does the data show accomplishment of the interpretation?" to a Yes rating.

25. Board Self-Evaluation of Governing Board Policy 3.0 - Governance Process- MONITORING, DISCUSSION, AND/OR DECISION (refer to Board agenda, pgs. 137-138)

3.0 Governance Process

The purpose of the Yavapai College 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.

26. Board Self-Evaluation of Governing Board Policy 3.4 - Agenda Planning - MONITORING, DISCUSSION, AND/OR DECISION (refer to Board agenda, pgs. 139-147)

3.4 Agenda Planning

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.

The Board requested to review Policy 3.4 and revise accordingly during the September Board Retreat.

27. SHORT RECESS - PROCEDURAL

No recessed taken

28. OWNERSHIP LINKAGE - HEADING - CONTINUED

29. 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) - Mr. Ray Sigafoos attended the meeting on May 6, 2016 with more discussion/planning of the Governance Institute for Student Success (GISS) to be held on September 9, 2016. AADGB has begun an outreach program to visit other Arizona Governing Board meetings for networking and best practices. Mr. Nat White, AADGB Representative, attended and provided a recap of the April Yavapai College District Governing Board meeting; and Member Sigafoos distributed the report as a handout. The next AADGB meeting will September 8, 2016.
- Verde Valley Board Advisory Committee - Mr. Al Filardo reported that the next meeting will be May 11, 2016, and the VVBAC agenda will now include Open Call. The committee continues to collect community responses regarding the outreach questions.
- Yavapai College Foundation - Dr. Patricia McCarver reported the last meeting was April 13, 2016 which included the Foundation Strategic Plan, Southwest Wine Center Plant a Vine, Verde Valley Wine Festival, and introduction of the new Family Enrichment Director. The next meeting is May 11, 2016.

30. OTHER INFORMATION - HEADING

31. Correspondence to the Board – RECEIPT

Correspondence received included: Osher Lifelong Learning Institute Summer Schedule and Community Education/College for Kids Summer 2016.

32. District Governing Board Dates and Places of Future Meetings - DISCUSSION AND/OR DECISION (refer to Board agenda, pgs. 155-158)

33. EXECUTIVE SESSION - 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 Filardo, to convene into Executive Session pursuant to Arizona Revised Statutes §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 3:22 p.m.

Executive Session recessed at 4:23 p.m.; Regular session reconvened at 4:25 p.m.

34. 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.

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 (2019). Motion carried 4 yes votes; 1 no vote from Member McCasland.

Member Sigafoos moved, seconded by Member Filardo, that the terms of the amended contract should also include a compensation increase equal to \$5,000 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.

The Board announced that it is Dr. Wills' intention that any compensation increase will be donated to the "I am YC" fund which is focused on reaching and providing support for students in financial need.

35. ADJOURNMENT OF REGULAR MEETING - PROCEDURAL

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

Regular meeting adjourned at 4:28 p.m.

Respectfully submitted:

_____/S/
Ms. Karen Jones, Recording Secretary

Date: June 14, 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.*

Presenter : Patricia McCarver **Start Time :** 1:04 PM **Item No :** 6
Proposed By : Patricia McCarver **Time Req :** 2
Proposed : 2/15/2016 **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 :** 1:06 PM **Item No :** 7
Proposed By : Patricia McCarver **Time Req :** 0
Proposed : 2/22/2016 **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
Proposed By : Patricia McCarver
Proposed : 2/22/2016

Start Time : 1:06 PM
Time Req : 10
Item Type : Procedure Item

Item No : 8

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
Proposed By : Patricia McCarver
Proposed : 2/15/2016

Start Time : 1:16 PM
Time Req : 0
Item Type : Heading

Item No : 9

Policy No.	Description	Ref No
3.4.3.4	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. Therefore, the Consent Agenda will be used to: a) Deal with items which the Board has delegated but is required to review or receive by relevant law or contract; and b) 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 : 1:16 PM

Item No : 10

Proposed By : Patricia McCarver

Time Req : 1

Proposed : 2/15/2016

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 - May 2016 - RECEIPT, DISCUSSION, AND/OR DECISION

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

District Governing Board Detail Budget Report, Expenditures & Vendors - May 2016

Included is the Financial Update Report highlighting the status of several key financial indicators.

The report of Revenue and Expenditures for the eleventh month of FY 2015-2016 ending May 31, 2016 is attached. Expenditures are reported on the modified accrual basis of accounting.

Attachments :

Title	Created	Filename
Financial Update - May in June.pdf	Jun 08, 2016	Financial Update - May in June.pdf
YCFS May 2016 - Governing Board Budget Report.pdf	Jun 08, 2016	YCFS May 2016 - Governing Board Budget Report.pdf
YCFS May 2016_Summary.pdf	Jun 08, 2016	YCFS May 2016_Summary.pdf

YAVAPAI COLLEGE

FINANCIAL UPDATE

May 2016

FY2014-2015 Close and Audit

- The year-end close for FY2014-2015 was completed in November 2015.
- The auditors began their field work on October 26, 2015. The audit report (Comprehensive Annual Financial Report) was 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 was presented to the Board in early February 2016.

FY 2015-2016 Budget

General Fund

- Total property taxes collected have historically been approximately .4% less than the levy. We expect this trend to continue.
- Tuition and fees is projected to come in significantly below budget for the fiscal year based upon lower fall and spring semester enrollments and the gradual suspension of the aviation program.
- 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.

- **REDC's training revenue is currently and projected to be significantly** under budget for the fiscal year. It was decided to not fill a vacant training position at the beginning of the fiscal year and to focus efforts on other economic development activities.
- Instruction expenses are significantly above budget due to more involved and multiple musical productions. Related revenues exceed budget as well but by a lesser amount.
- Total Auxiliary Enterprises are projected to have a small surplus for the fiscal year.

Unexpended Plant Fund

- The Unexpended Plant Fund currently has a surplus in excess of \$414,000 due to expenses/encumbrances being at 89.1% of budget through May 31, 2016. Although there are several large preventative maintenance projects currently being worked on, a surplus is projected at June 30, 2016.

Other

- In August 2015 the **District's** pledged revenue obligation bonds were **upgraded from A2 to A1 by Moody's Investors Service partly attributed to the District's** multi-year trend of strong operating performance and conservative expense management. Standard & Poors recently affirmed its A rating on the pledged revenue obligation bonds.
- **The District's general obligation bond debt issues are rated Aa2 by Moody's Investors Service and AA-** by Standard & Poors. These high quality ratings were affirmed recently **and are the result of the District's** diverse tax base, solid financial policies, history of operating surpluses and a low debt burden.

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

**For the Eleven Months Ended May 31, 2016
Fiscal Year 2015-2016**

District Governing Board

Fiscal Year 2015-16 Budget:

\$ 169,084

		Year-to-Date	Encumbered	Total
	Purpose	Expenditures	Obligations	Expenditures/ Encumbrances
EXPENDITURES (note 1):				
Salary Expenses	Staff Support	\$ 35,248	\$ 3,199	\$ 38,447
Assoc. of Community College Trustees	Membership Dues	5,585	-	5,585
Assoc. of Community College Trustees	Conference Fees	6,825	-	6,825
Deborah McCasland	Travel	2,044	-	2,044
Gotprint.com	Printing	999	-	999
HF Group LLC	Printing	790	-	790
IPGA	Membership Dues	1,020	-	1,020
Karen Jones	Travel	266	-	266
Osborn Maledon PA	Legal Counsel	26,010	11,490	37,500
Ourboardroom Technologies	Software Maintenance	12,500	-	12,500
Patricia McCarver	Travel	1,579	-	1,579
PCAC Inc.	Membership Dues	135	-	135
Penelope Wills	Travel	1,583	-	1,583
Ray Sigafoos	Travel	2,139	-	2,139
Sodexo Inc.	Food Supplies	2,763	2,237	5,000
Steve Irwin	Travel	1,783	-	1,783
Studio G Multimedia	Video Services	250	-	250
Supplies/Other	Various Vendors	849	-	849
The Governance Coach	Consulting	4,930	-	4,930
Yavapai Broadcasting	Board Meeting Broadcasts	2,000	1,000	3,000
YC Bookstore	Supplies	350	-	350
YC Printing Services	Printing	2,054	-	2,054
				<u>129,628</u>
<u>Verde Valley DGB Advisory Committee</u>				
Osborn Maledon PA	Legal Counsel	4,267	733	5,000
				<u>5,000</u>
Remaining Budget - May 31, 2016				<u>\$ 34,456</u>

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

REPORT OF REVENUES AND EXPENDITURES

For the Eleven Months Ended May 31, 2016 - 91.7% of the Fiscal Year Complete

Fiscal Year 2015-2016

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	\$ 10,179,947		\$ 10,179,947	\$ 13,073,000	77.9%
State Grants and Contracts	148,124		148,124	201,000	73.7%
Private Gifts, Grants and Contracts	684,955		684,955	635,000	107.9%
Proposition 301 Funds	636,792		636,792	650,000	98.0%
State Appropriation - STEM Workforce	805,700		805,700	805,700	100.0%
Fund Balance Applied to Budget	-		-	50,000	0.0%
Reimbursement Due	30,150		30,150	N/A	N/A
TOTAL REVENUES	12,485,668		12,485,668	15,414,700	81.0%

	<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	\$ 2,358,486	\$ 68,007	\$ 26,133	\$ 2,400,360	\$ 2,756,400	87.1%
Academic Support	-	-	-	-	4,000	0.0%
Student Services	1,068,818	67,773	57,755	1,078,836	1,107,800	97.4%
Scholarships	8,807,844	-	-	8,807,844	11,434,500	77.0%
Public Service	109,840	6,747	6,747	109,840	112,000	98.1%
TOTAL EXPENDITURES	12,344,988	142,527	90,635	12,396,880	15,414,700	80.4%
SURPLUS/(DEFICIT)				\$ 88,788		

COMMENTS:

Restricted Funds expended only to the extent that Grants and Gifts are received.
Fourth quarter State STEM Workforce Aid was received in April 2016.

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

YAVAPAI COUNTY COMMUNITY COLLEGE DISTRICT

REPORT OF REVENUES AND EXPENDITURES

For the Eleven Months Ended May 31, 2016 - 91.7% of the Fiscal Year Complete

Fiscal Year 2015-2016

AUXILIARY FUND

	<u>Year-to-Date Revenues</u>		<u>Total Revenues</u>	<u>FY 15/16 Budget</u>	<u>Percent of Budget</u>	<u>FY 15/16 Estimate</u>	<u>Budget to Estimate Variance</u>
REVENUES:							
Residence Halls and Summer Conferences	\$ 1,117,946		\$ 1,117,946	\$ 1,190,000	93.9%	\$ 1,125,000	\$ (65,000)
Bookstore Rental and Commissions	180,910		180,910	210,000	86.1%	200,000	(10,000)
Food Services Sales	27,957		27,957	40,000	69.9%	33,000	(7,000)
Vending	37,839		37,839	33,000	114.7%	39,000	6,000
Edventures	320,367		320,367	290,000	110.5%	322,000	32,000
Community Events	477,364		477,364	503,000	94.9%	500,000	(3,000)
Regional Economic Development Center - Training	17,785		17,785	125,000	14.2%	20,000	(105,000)
Family Enrichment Center	534,070		534,070	555,200	96.2%	570,000	14,800
Winery - Tasting Room	41,391		41,391	50,000	82.8%	45,000	(5,000)
Yavapai College Foundation	276,194		276,194	410,000	67.4%	360,000	(50,000)
Other	320,604		320,604	242,800	132.0%	330,000	87,200
General Fund Transfer In	925,925		925,925	1,010,100	91.7%	1,010,100	-
Auxiliary Fund Transfer Out	(370,150)		(370,150)	(403,800)	91.7%	(403,800)	-
TOTAL REVENUES	3,908,202		3,908,202	4,255,300	91.8%	4,150,300	(105,000)

	<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 15/16 Budget</u>	<u>Percent of Actual and Non-Labor Encumbrances to Budget</u>	<u>FY 15/16 Estimate</u>	<u>Budget to Estimate Variance</u>
EXPENDITURES (note 1):								
Instruction	\$ 171,856	\$ 7,898	\$ -	\$ 179,754	\$ 55,100	326.2%	\$ 185,000	\$ 129,900
Student Services	546,451	44,106	34,892	555,665	626,400	88.7%	610,000	(16,400)
Auxiliary Enterprises	1,279,853	74,688	53,607	1,300,934	1,518,700	85.7%	1,438,700	(80,000)
Public Service	699,101	84,788	40,103	743,786	889,800	83.6%	810,800	(79,000)
Facilities & Administrative Allocation Expense	976,514	-	-	976,514	1,065,300	91.7%	1,065,300	-
Contingency	-	-	-	-	100,000	0.0%	-	(100,000)
TOTAL EXPENDITURES	3,673,775	211,480	128,602	3,756,653	4,255,300	88.3%	4,109,800	(145,500)
SURPLUS/(DEFICIT)				\$ 151,549	\$ -			

COMMENTS:

Edventures sales and related expenditures are ahead of budget due to the August 2015 Scotland trip. Note, Edventures expenditures are part of Auxiliary Enterprises. REDC's training revenue is significantly under budget. It was decided to not fill a vacant training position at the beginning of the fiscal year and to focus efforts on other economic development activities. Instruction expenses are above budget due to more involved and multiple musical productions. Related revenues, which are included in the Other category, exceed budget as well.

The Budget currently has a surplus of \$151,549.

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

YAVAPAI COUNTY COMMUNITY COLLEGE DISTRICT

REPORT OF REVENUES AND EXPENDITURES

For the Eleven Months Ended May 31, 2016 - 91.7% of the Fiscal Year Complete

Fiscal Year 2015-2016

UNEXPENDED PLANT FUND

	<u>Year-to-Date Revenues</u>			<u>Total Revenues</u>	<u>Budget</u>	<u>Percent of Budget</u>	
REVENUES:							
Primary Property Taxes	\$ 8,908,592			\$ 8,908,592	\$ 9,791,900	91.0%	
Yavapai College Foundation Donation	-			-	116,000	0.0%	
Investment Income	19,020			19,020	22,000	86.5%	
Other	42,798			42,798	20,000	214.0%	
General Fund Transfer In	2,871,000			2,871,000	2,871,000	100.0%	
TOTAL REVENUES	11,841,410			11,841,410	12,820,900	92.4%	
		<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):							
Preventative Maintenance		\$ 1,355,125	\$ 1,673,131	\$ -	\$ 3,028,256	\$ 3,010,000	100.6%
Unplanned Maintenance		322,612	135,374	-	457,986	500,000	91.6%
Capital Improvement Projects		2,516,914	1,859,103	-	4,376,017	4,538,700	96.4%
Capital Improvements - Future Projects		1,279,300	-	-	1,279,300	1,395,600	91.7%
Equipment		1,352,755	575,541	-	1,928,296	2,280,600	84.6%
Furniture and Fixtures		200,090	49,725	-	249,815	250,000	99.9%
Library Books		73,862	33,634	-	107,496	98,700	43.0%
Operating Contingency		-	-	-	-	500,000	0.0%
Property Tax Contingency		-	-	-	-	247,300	0.0%
TOTAL EXPENDITURES		7,100,658	4,326,508	-	11,427,166	12,820,900	89.1%
SURPLUS/(DEFICIT)					414,244	-	

COMMENTS:

The Budget currently has a surplus of \$414,244.

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

YAVAPAI COUNTY COMMUNITY COLLEGE DISTRICT

REPORT OF REVENUES AND EXPENDITURES

For the Eleven Months Ended May 31, 2016 - 91.7% of the Fiscal Year Complete

Fiscal Year 2015-2016

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	\$ 4,520,751		\$ 4,520,751	\$ 4,967,900	91.0%
Investment Income	9,279		9,279	12,000	77.3%
General Fund Transfer In	1,319,083		1,319,083	1,439,000	91.7%
Auxiliary Fund Transfer In	370,150		370,150	403,800	91.7%
Fund Balance Applied to Budget	96,667		96,667	100,000	96.7%
TOTAL REVENUES	6,315,930		6,315,930	6,922,700	91.2%

	<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	\$ -	\$ 3,845,417	\$ -	\$ 3,845,417	\$ 4,195,000	91.7%
Interest Payments	425,425	354,567	-	779,992	850,900	91.7%
Pledged Revenue Obligations						
Principal Payments	-	902,917	-	902,917	985,000	91.7%
Interest Payments	226,978	189,167	-	416,145	454,000	91.7%
Revenue Bonds						
Principal Payments	-	270,417	-	270,417	295,000	91.7%
Interest Payments	54,390	45,321	-	99,711	108,800	91.6%
Bank Fees	700	-	-	700	4,000	17.5%
Property Tax Contingency	-	-	-	-	30,000	0.0%
TOTAL EXPENDITURES	707,493	5,607,806	-	6,315,299	6,922,700	91.2%
SURPLUS/(DEFICIT)				631	-	

COMMENTS:

Through the eleventh month, 91.2% of budget has been committed (excluding labor encumbrances) compared to 91.2% of revenues received.

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

Presenter : Patricia McCarver

Start Time : 1:17 PM

Item No : 11

Proposed By : Patricia McCarver

Time Req : 2

Proposed : 2/15/2016

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 Deviation - May 2016 - 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
Report 2.3.1 May in June.pdf	Jun 08, 2016	Report 2.3.1 May in June.pdf

**Monitoring Report - Monthly
Executive Limitations Policy 2.3.1 – Budget Deviations
May 2016**

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 categories (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 eleven months ended May 31, 2016, the General Fund has a surplus of \$1,833,000. This is primarily the result of tuition and fee revenues for the summer 2016 semester, vacancy savings and unused contingency budgets.

For the fiscal year ended June 30, 2016, General Fund revenues are projected to be below budget by \$1,194,500 and expenditures are projected to be under budget by \$1,485,900, resulting in a net surplus of \$291,400.

Auxiliary Fund



For the fiscal year ended June 30, 2016, the Auxiliary fund is projected to have a small surplus.

Unexpended Plant Fund



For the eleven months ended May 31, 2016, the Unexpended Plant Fund has a surplus of \$414,000. For the fiscal year ended June 30, 2016, the Unexpended Plant Fund is projected to have a surplus.

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 number of students and their financial need. As of May 31, 2016, no significant negative variances from budget are expected.

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, 2016, there were no variances from budget.

President's Conclusion:

I report compliance.

Policy 2.3.1 aligns with Ends Statement No. 1 – Yavapai College exists so communities within Yavapai County have access to and are equipped with the knowledge and skills to create a sustainable economic environment.

Presenter : Patricia McCarver

Start Time : 1:19 PM

Item No : 12

Proposed By : Patricia McCarver

Time Req : 2

Proposed : 2/15/2016

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 - May 2016 - 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
Report 2.3.2 May in June.pdf	Jun 09, 2016	Report 2.3.2 May in June.pdf

**Monitoring Report - Monthly
Executive Limitations Policy 2.3.2 – Reserves
May 2016**

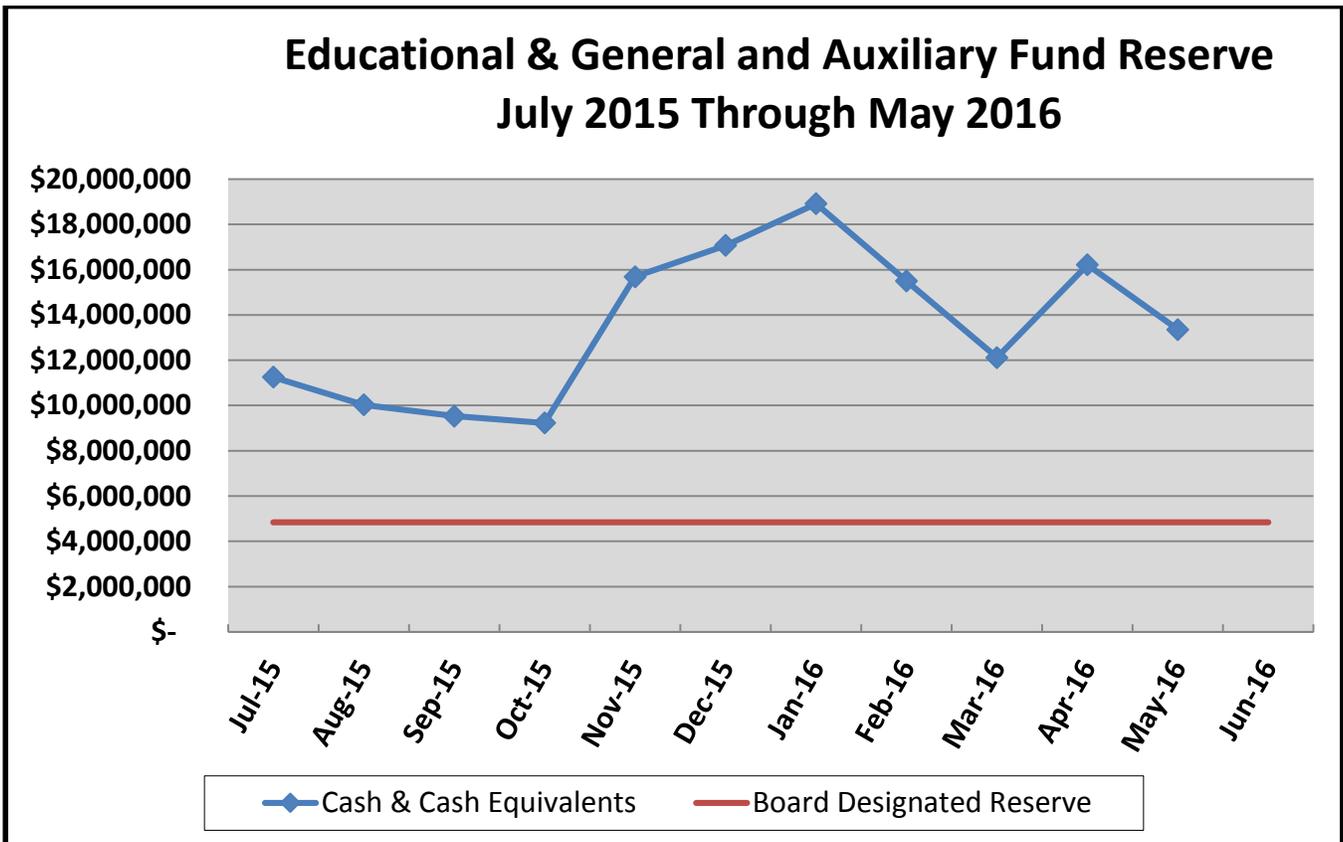
The President shall not allow the Current Fund Reserves to drop below ten percent (10%) of the operating budgets or Plant Fund Reserves to drop below \$1 million without specific Board authorization and a realistic recovery plan.

President’s Interpretation:

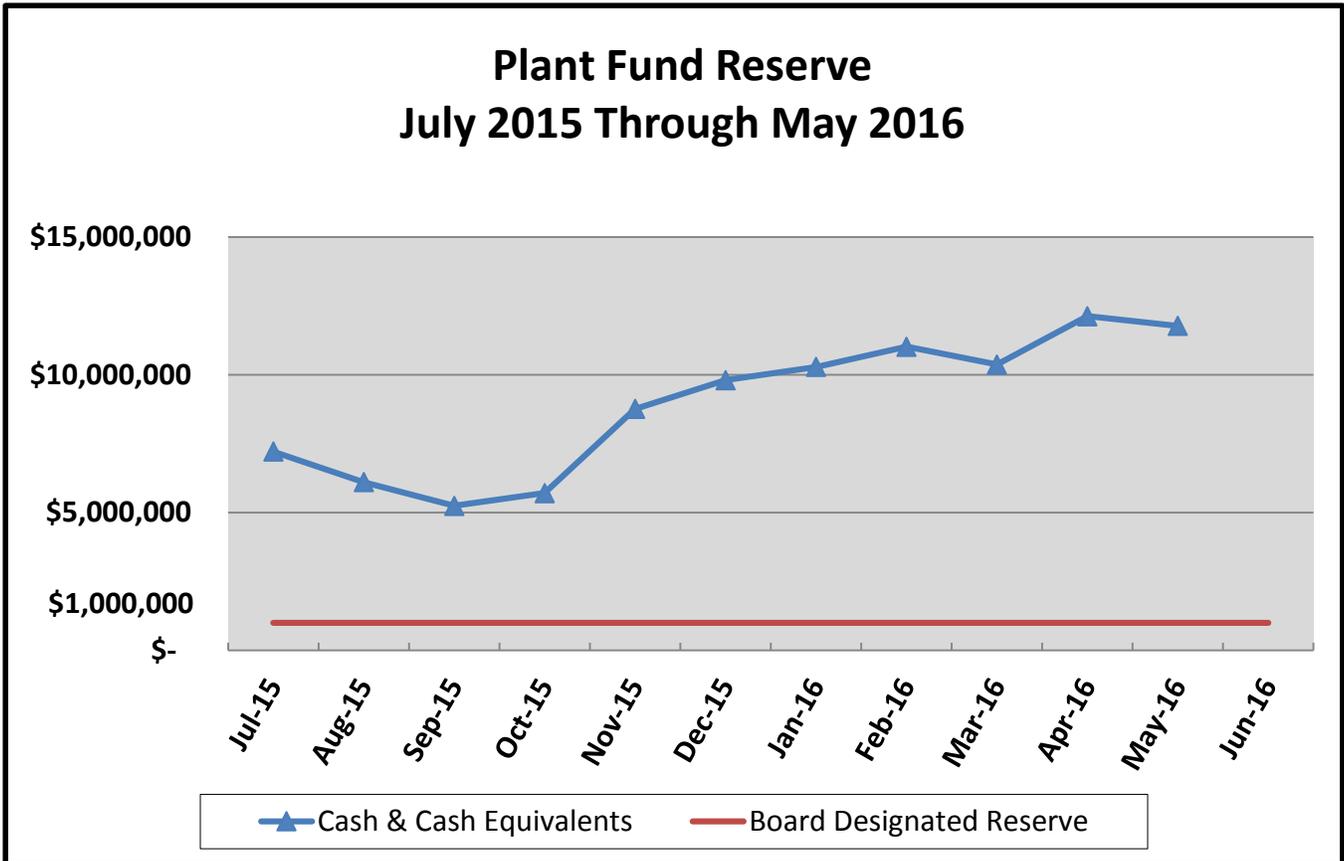
The Current Fund is a combination of the Operating Fund (Education and General) and the Auxiliary Fund. The budgets for these funds also include contingencies reserves to address unforeseen circumstances and seasonal revenues fluctuation. If the administration needs to adjust the Current Fund Reserves 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, 2015, through May 31, 2016, Current Fund reserves have exceeded the Governing Board’s designated reserve.



For the period July 1, 2015, through May 31, 2016, Plant Fund reserves have exceeded the Governing Board’s designated reserve. As of May 31, 2016, Plant Fund reserves exceed the Governing Board’s designated reserve amount by \$10,773,000.

President’s Conclusion:

I report compliance.

Executive Limitation 2.3.2 aligns with Ends Statement No. 1 – Yavapai College exists so communities within Yavapai County have access to and are equipped with the knowledge and skills to create a sustainable economic environment.

To that end, maintaining adequate operating reserves provides the necessary cash flow for the District to deliver its programs and increases the District’s ability to respond to temporary adverse operating conditions such as an unforeseen decrease in operating revenues.

Presenter : Patricia McCarver

Start Time : 1:21 PM

Item No : 13

Proposed By : Patricia McCarver

Time Req : 2

Proposed : 2/15/2016

Item Type : Policy & Decision

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 : For Consideration of Approval of Public and Charter School Dual Enrollment Intergovernmental Agreements with Yavapai Community College District -RECEIPT, DISCUSSION, AND/OR DECISION

Details : 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

Attached - Type of Instruction Dual Enrollment Courses, identifies specific courses being offered with each institute.

Attachments :

Title	Created	Filename
Dual Enrollment IGA Template for FY2016-17 - Final.pdf	Jun 08, 2016	Dual Enrollment IGA Template for FY2016-17 - Final.pdf
Current Dual Enrollment Courses for All Yavapai County Schools for 2016-17.pdf	Jun 08, 2016	Current Dual Enrollment Courses for All Yavapai County Schools for 2016-17.pdf

**INTERGOVERNMENTAL AGREEMENT
BETWEEN
Yavapai Community College District
AND**

This Intergovernmental Agreement (“Agreement”) is entered into this 1st day of August, 2016, between Yavapai County Community College District (“College”), and _____ (“School District”) (collectively “Parties”). Both Parties are public agencies of the State of Arizona as defined in Arizona Revised Statutes (“A.R.S.”) § 11-951.

BACKGROUND

College and School District are authorized to enter into this Agreement pursuant to A.R.S. § 15-342(13), § 15-701.01(F), § 15-1444(B)(4), and § 15-1821.01. Grant schools are authorized to participate in this Agreement under the Tribally Controlled Schools Act, 25 U.S.C. § 2501 *et seq.* This Agreement and its use are mandated under A.R.S. § 15-1821.01(1).

College has determined that it is desirable to offer college level courses that may be counted toward both high school and college graduation requirements at the high school during the school day.

School District desires that College provide to high school students college level courses that may be counted toward both high school and college graduation requirements.

AGREEMENT

In consideration of the mutual promises contained herein, the Parties agree as follows:

1. PURPOSE

The purpose of this Agreement is to set forth the understanding of the Parties as to their respective responsibilities and rights in providing Dual Enrollment Courses, as defined in Section 2 below, to eligible School District students.

2. DEFINITION

Pursuant to A.R.S. § 15-101(11), a “Dual Enrollment Course” is defined as a college level course that is conducted on the campus of a high school or on the campus of a joint technological education district, and that is:

- A. applicable to an established community college academic degree or certificate program, and transferable to a university under the jurisdiction of the Arizona Board of Regents; or

- B. applicable to a community college occupational degree or certificate program.
- C. Notwithstanding the foregoing, physical education shall not be available as a Dual Enrollment Course.

3. EFFECTIVE DATE AND TERM

- A. This Agreement shall be effective:
 - i. After the governing boards of School District and College have approved it; and
 - ii. On the date that authorized representatives of both Parties have signed it (“Effective Date”).
- B. The term of this Agreement shall be from the Effective Date through June 30, 2017 (“Term”).

4. OBLIGATIONS OF COLLEGE

4.1 General Course Requirements

- A. College will offer Dual Enrollment Courses to School District juniors and seniors, and to freshman and sophomore students subject to Paragraph E in this Section 4.1 who meet College’s prerequisites.
- B. Pursuant to A.R.S. § 15-1821.01(3), College will ensure that all Dual Enrollment Courses offered to School District students are:
 - 1. of a quality and depth to qualify for college credit as determined by College;
 - 2. evaluated and approved through the College curriculum approval process;
 - 3. at a higher level than taught by the School District high school;
 - 4. transferable to an Arizona public university or applicable to an established community college occupational degree or certificate program; and
 - 5. compliant with all other standards for College courses.

Dual Enrollment Courses offered pursuant to this Agreement are listed in Exhibit B attached to this Agreement.

- C. Students enrolled in Dual Enrollment Courses shall be admitted to College for college level credit under current procedures for admission of students to College, and in compliance with A.R.S. § 15-1821.01 and A.R.S. § 15-1805.01. A student who is under eighteen (18) years of age may be

granted admission if the student meets the pre-requisites for the Dual Enrollment Course and the student achieves any one of the following:

1. a composite score of ninety-three (93) or more on the preliminary scholastic aptitude test;
2. a composite score of nine hundred thirty (930) or more on the scholastic aptitude test;
3. a composite score of twenty-two (22) or more on the American college test;
4. a passing score on the relevant portions of the Arizona instrument to measure standards test;
5. the completion of a college placement test designated by College that indicates the student is at the appropriate college level for the course; or
6. is a graduate of a private or public high school or has a high school certificate of equivalency.

Home schooled students are exempt from Sections 1-6 of this Paragraph C. Notwithstanding the above, a student who enrolls in a vocational or occupational education course may be admitted on an individual basis with the approval of College if the student meets the established requirements of the course for which the student enrolls and College determine that the student's admission is in the best interest of the student. College retains the right to refuse admission to and remove a student from Dual Enrollment Courses in accordance with College policy.

D. College shall determine residency status of students for tuition purposes in accordance with A.R.S. § 15-1801 *et seq.*

E. Pursuant to A.R.S. § 15-1821.01(2)(b) and subject to Section 5.1(E) below, College may waive the class status requirements set forth in Section 4.1(A) for up to twenty-five percent (25%) of the students enrolled for Dual Enrollment Courses by College. College shall have written criteria for waiving the requirement for each Dual Enrollment Course which shall include a demonstration, by an examination of the specific purposes and requirements of the course, that freshman and sophomore students who meet the Dual Enrollment Course prerequisites are prepared to benefit from the college level course. College shall report all exceptions and the justification for each exception.

F. College will provide to School District the instructional information necessary to meet the goals of the courses delivered, including but not limited to College approved textbook titles, syllabi, course outlines and grading standards applicable to the Dual Enrollment Courses.

G. College will ensure that instructors of Dual Enrollment Courses follow the Dual Enrollment Course guidelines, and that the same standards of expectation and assessment that are applied to other College courses are applied to the Dual Enrollment Courses.

H. For each student, College will assign an identification number to the student that shall correspond to or reference the Student Accountability Information System (SAIS) number assigned to the student. School District will provide College with the SAIS number for each student as provided in Section 5.1(G).

I. College will grant College credit for a Dual Enrollment Course when a student satisfactorily completes the course.

4.2 Instructors and Instruction

A. College will ensure that School District instructors teaching Dual Enrollment Courses have valid College teaching qualifications in the field being taught and are selected and evaluated by College using the same procedure and criteria that are used for instructors at College campus.

B. If College is providing the instructor for a Dual Enrollment Course, College will provide at College's expense a substitute instructor, as necessary and as agreed upon by School District, to cover the absence of any College instructor teaching a Dual Enrollment Course.

4.3 Assessment and Monitoring

A. Except for vocational and occupational Dual Enrollment Courses, and if required by College policy, College will assess each student who seeks enrollment in a Dual Enrollment Course through an assessment test prior to, or at the time of, enrollment to determine and assure proper placement in the Dual Enrollment Courses.

B. College will involve full-time College faculty who teach a particular discipline in the selection, orientation, ongoing professional development and evaluation of School District faculty teaching Dual Enrollment Courses.

C. College will designate a liaison officer to assist with dual enrollment activities and to meet with the liaison designated by School District as necessary and, at least once within a two-year period, to review Dual Enrollment Course outlines and School District's high school scope and sequence, and to review and amend the course outlines as necessary.

4.4 Policy and Procedure

A. College will comply with all applicable procedures and requirements for the Dual Enrollment Courses set out in state statute and College policy.

B. College will provide School District with College policies and procedures applicable to students enrolling in Dual Enrollment Courses.

C. College will provide School District access to the educational records of students as necessary to carry out the terms of this Agreement, and limit access to such records to employees who have a legitimate interest and a need to know the substance of the particular record, understanding that students enrolled in the Dual Enrollment Courses will be enrolled in both School District and College. Pursuant to the Family Educational Rights and Privacy Act of 1974, as amended ("FERPA"), and applicable regulations, School District and College may disclose educational records of students to each other as "officials of another school system" where the student is enrolled.

4.5 Students with Disabilities

A. After notification from School District of a student's need, if College is providing the instructor, College will cooperate with School District to ensure the instructor complies with Section

504 of the Rehabilitation Act of 1973, as amended, or the Individuals with Disabilities Education Act (“IDEA”), as applicable. College shall work with School District in determining appropriate accommodations or special education services, however, School District shall have the primary financial and administrative responsibility for providing and implementing necessary accommodations or services.

B. College will provide training and guidance to instructors and other personnel in the area of compliance with the Americans with Disabilities Act (“ADA”) and Rehabilitation Act of 1973, as amended, as the Acts specifically relate to instructing students in a postsecondary education situation.

4.6 Reporting

College will submit a report to the Joint Legislative Budget Committee pursuant to A.R.S. § 15-1821.01(2)(b) when necessary, and School District will provide College with data that is required for inclusion in any such report in a timely fashion, as specified in Section 5.6.

5. OBLIGATIONS OF SCHOOL DISTRICT

5.1 General Course Requirements

A. School District will provide an opportunity for School District students who meet criteria pursuant to Paragraph B of this Section 5.1 to enroll in Dual Enrollment Courses and to receive college credit and credit toward high school graduation.

B. Pursuant to A.R.S. § 15-1821.01(6), School District will ensure that each student who enrolls for a Dual Enrollment Course pursuant to this Agreement is a full-time student and is currently enrolled in and attending a full-time instructional program, as defined in A.R.S. § 15-901, in a school in School District, except that high school seniors who satisfy high school graduation requirements with less than a full-time instructional program shall be exempt from this provision.

C. If School District is providing the instructor for the Dual Enrollment Course, School District will provide instruction in accordance with the policies, regulations and instructional standards of College in courses designated as Dual Enrollment Courses to students of School District at the School District facility during the day.

D. School District will verify that each student enrolled in a Dual Enrollment Course, including those not electing to enroll for College credit, satisfies the prerequisites for the Dual Enrollment Course as published in College’s catalog and complies with College policies and this Agreement regarding student placement in courses.

E. The School District Superintendent or designee may allow freshman and sophomore students to enroll in Dual Enrollment Courses subject to Section 4.1(E) above.

F. School District will adopt and utilize College approved textbooks, course outlines, and grading standards applicable to the Dual Enrollment Courses being taught. School District shall provide textbooks for the students. Each student shall be responsible to purchase other supplies, if any, required for the Dual Enrollment Course. Classroom supplies normally supplied by College are included in tuition charges.

G. For each student enrolling in a Dual Enrollment Course, School District will enroll the student using the student's SAIS number and provide that number to College.

5.2 Instructors and Instruction

A. If School District is to provide the instructor, School District will nominate an instructor qualified in the appropriate subject area for each Dual Enrollment Courses and submit each instructor's name and credentials to College for approval.

B. School District will ensure that School District instructors teaching Dual Enrollment Courses provide instruction in accordance with the policies, regulations and instructional standards of College and comply with College assessments.

C. If School District is providing the instructor, School District will provide at School District's expense a substitute instructor, as necessary and as agreed upon by College, to cover the absence of a School District instructor who teaches a Dual Enrollment Course. In the case of substitutions exceeding ten (10) consecutive school days, School District shall notify College in writing of the name and credentials of the substitute instructor.

5.3 Assessment and Monitoring

School District will designate a liaison officer to assist with dual enrollment activities and to meet with the College designated liaison as necessary and, at least once within a two-year period, to review Dual Enrollment Course outlines and School District's high school scope and sequence to review and amend the course outlines as necessary.

5.4 Policy and Procedure

A. School District will ensure that each student seeking enrollment in a Dual Enrollment Course:

1. has completed the necessary registration forms;
2. has completed College assessment examinations, if required by College;
3. is aware the student is subject to both School District policies and procedures and College policies and procedures;
4. is aware the student is participating in a college level course, even though provided at the School District, and should act appropriately; and
5. is aware of the requirements for determination of in-state tuition.

B. School District will ensure that each instructor of Dual Enrollment Courses agrees to be subject to School District policies and procedures and College policies and procedures, including the right of College to withdraw authorization of the instructor's participation in the dual enrollment program for failure to follow College requirements.

C. School District will provide College access to the educational records of students as necessary to carry out the terms of this Agreement, and limit access to such records to employees who have a legitimate interest and a need to know the substance of the particular record, understanding that students enrolled in the Dual Enrollment Courses will be enrolled in both School District and College. Pursuant to FERPA and applicable regulations, School District and College may disclose educational records of students to each other as “officials of another school system” where the student is enrolled.

5.5 Students with Disabilities

School District will determine the appropriate accommodations for each qualified student with disabilities in accordance with the ADA and Section 504 of the Rehabilitation Act of 1973 or the IDEA, as applicable, submit appropriate documentation on students with disabilities to the Disabilities Coordinator at College, and implement accommodations or special education services as required by Federal and State law and as negotiated between the College Disability Resource office and School District. School District shall work with College in determining appropriate accommodations or special education services. School District shall have the primary financial and administrative responsibility for providing and implementing necessary accommodations or services.

5.6 Reporting

School District will provide to College any data or other information that is required for the submission of the report required by A.R.S. § 15-1821.01(2)(b).

5.7 Facilities and Funding

A. School District will provide classroom/laboratory space in which Dual Enrollment Courses and activities will be conducted. Facilities and ancillary services provided for the delivery of Dual Enrollment Courses shall comply with all applicable provision of the state Fire Marshall Code, A.R.S. § 41-2161 et seq. (access for disabled persons), and all other applicable federal and state laws.

B. Payment, if any, for facilities and ancillary services shall be designated in Exhibit A attached to this Agreement.

6. MUTUAL AGREEMENTS

6.1 Instructor

A. Throughout the term of this Agreement, an instructor provided by School District shall remain an employee of School District, and shall be subject to the terms and conditions of the instructor’s employment contract and School District policy, but shall also be subject to continuing approval by College. Should a School District instructor violate College procedure or policy, College may withdraw authorization for the instructor to participate in the dual enrollment program and School District, upon such withdrawal of authorization, shall substitute another qualified instructor and notify College in writing of such substitution. The instructor must be approved by College pursuant to the terms of this Agreement.

B. Throughout the term of this Agreement, an instructor provided by College shall remain an employee of College, and shall be subject to the terms and conditions of the instructor's employment contract and College policy, but shall also be subject to School District policy. Should a College instructor violate School District procedure or policy, School District may ask College to withdraw authorization for the instructor to participate in the dual enrollment program and College, upon such withdrawal of authorization, shall substitute another qualified instructor and notify School District in writing of such substitution.

6.2 Student

Each student enrolled in a Dual Enrollment Course, even though enrolled as a College student during the term of the Dual Enrollment Course, shall remain a student of School District and shall follow the schedule and calendar of classes as established by School District and approved by College.

6.3 Removal from Course

School District retains the right to refuse to allow a student to enroll in a Dual Enrollment Course and to discipline and/or remove any student from the Dual Enrollment Course in accordance with School District policies. College shall have the right to request School District to remove a student from a Dual Enrollment Course in accordance with College policy.

6.4 Schedule and Number of Students

School District and College shall mutually determine the schedule of, and maximum and minimum number of students to enroll in, each Dual Enrollment Course. Such schedule shall not be changed except by prior written agreement of School District and College. School District and College must mutually agree if any student who is not a student of School District will be enrolled in a Dual Enrollment Course; provided, however, that any such student must comply with the admissions requirements and course prerequisite requirement provisions of this Agreement.

6.5 Availability of Instructors

Availability of Dual Enrollment Courses offered by College shall be dependent on the availability of appropriately qualified instructors. College may compensate School District for the services of a qualified instructor provided by School District or, alternatively, College may provide a qualified instructor to deliver any Dual Enrollment Course.

6.6 Guidelines

School District and College shall ensure that each student enrolled in a Dual Enrollment Course, and all personnel of School District and all personnel of College who are involved in the dual enrollment program are provided with dual enrollment guidelines, and that such persons agree to review and comply with the guidelines.

6.7 Rigor of Courses

College and School District agree that college level courses are rigorous and demanding courses, and the standards and criteria of any Dual Enrollment Course shall meet statutory and College criteria, and such criteria shall not be diminished for the purpose of the dual enrollment program.

7. FINANCIAL PROVISIONS AND FORMAT FOR BILLING: See Exhibit A attached.

7.1 Fees

Fees and charges for the Dual Enrollment Courses and program are provided on Exhibit A attached to this Agreement.

7.2 Supplies

School District will provide and pay for basic textbooks, workbooks, supplies and other costs related to the teaching of and the administration of Dual Enrollment Courses within School District.

7.3 Tuition

A. Either the student or School District shall be responsible for payment of tuition to College, as specified in Exhibit A.

B. College may provide grants, scholarships or financial aid in accordance with College policies and as set forth in Exhibit A. In addition, College may offset tuition payments owed to College by School District with payments due from College to School District.

C. School District understands and agrees that tuition charges for students enrolled under this program may vary from student to student depending upon the total number of student credit hours for which each student has enrolled each term, and depending upon the student's eligibility for in-state tuition. Pursuant to A.R.S. § 15-1802(C), the residency of an unemancipated student under the age of nineteen years will be that of the student's parent or legal guardian, and any student who does not meet the statutory requirements for in-state tuition will be charged out of state tuition rates.

7.4 Billing Format

The format for the billing of all services pursuant to this Agreement is set forth on Exhibit A. The Billing Format shall include all information required by A.R.S. § 15-1821.01(1)(a).

8. RECORDS

All accounts, reports, files and other records relating to this Agreement shall be kept for a minimum of five (5) years after termination of this Agreement and shall be open to reasonable inspection and audit by the other party during that period. Audits may be conducted, at a time mutually agreed upon by the parties, by any appropriate political subdivision or agency of the State of Arizona or by representatives of the comptroller General of the United States or the Secretary of Education when required by applicable federal regulations.

9. CONFIDENTIALITY

All written student records shall be kept confidential in accordance with FERPA and regulations adopted pursuant to FERPA, the IDEA and regulations adopted thereunder, and applicable state laws and School District policies controlling the disclosure of personally identifiable information from a student's education records.

10. TERMINATION/DISPOSITION OF PROPERTY

10.1 Termination

Either Party may terminate this Agreement for any reason following written notice to the other Party of intent to terminate delivered not less than 90 days prior to the intended date of termination. Except as provided in this section 10, termination shall only be effective at the end of a semester, and no Dual Enrollment Course shall be terminated prior to such effective date.

10.2 Risk to Health or Safety

If either Party has reason to suspect that any activities undertaken pursuant to this Agreement present a risk to the health or safety of students or is contrary to the Party's mission or operations, that Party may request that a meeting between the Parties be convened within 48 hours and promptly confirm the meeting in writing. In such circumstances, the Parties to this Agreement will attempt to reconcile differences within five working days of such meeting. If reconciliation is not achieved within the five day period, this Agreement will automatically terminate.

10.3 No Relief from Obligations

Termination shall not relieve either Party from its obligation to pay for services provided prior to termination and those for any student already admitted and enrolled in a course or courses and obtaining dual credit at the time of termination or notice thereof.

10.4 Disposition of Property

The Parties do not contemplate joint acquisition of any property pursuant to this Agreement. Upon termination of this Agreement, equipment furnished or purchased by College for the program shall be retained by College, and equipment furnished or purchased by School District for the program shall be retained by School District.

11. RESPONSIBILITY

11.1 Conduct of Operations

Each Party agrees to be responsible for the conduct of its operations and performance of contract obligations and the actions of its own personnel while performing services under this Agreement, and each party shall be solely responsible for supervision, daily direction, control of payment of salary (including withholding for payment of taxes and social security), workers' compensation and disability benefits.

11.2 Indemnification

Each Party, to the greatest extent legally permissible, shall indemnify, defend, and hold harmless the other Party from any liability resulting from the negligence, intentionally tortious, or willful misconduct of the indemnifying Party's employees, officers, students and agents.

12. CANCELLATION FOR CONFLICT OF INTEREST

This Agreement may be canceled pursuant to A.R.S. § 38-511, the pertinent provisions of which are fully incorporated herein by reference.

13. NON-ASSIGNABILITY

Neither Party may assign any right or delegate a duty or responsibility under this Agreement without the prior written consent of the other Party.

14. COMPLIANCE WITH NON-DISCRIMINATION LAWS

To the extent applicable, the Parties shall comply with all College policies and State and Federal laws and regulations, including Executive Order 2009-09, which prohibit discrimination against any person based on race, religion, disability, color, age, sex, sexual orientation, political affiliation or national origin, and the Parties shall prohibit discrimination in the employment or advancement in employment of a qualified person because of physical or mental disability including all applicable provisions of the ADA.

15. RIGHTS/OBLIGATIONS OF PARTIES ONLY

The terms of this Agreement are intended only to define the respective rights and obligations of the Parties. Nothing expressed herein shall create any rights or duties in favor of any potential third party beneficiary or other person, agency or organization.

16. ENTIRE AGREEMENT

This Agreement, and its attachments as noted herein, constitutes the entire agreement between the Parties, and, except as previously noted, all prior or contemporaneous oral or written agreements are superseded by this Agreement. There are no representations or other provisions other than those contained herein, and any amendment or modification of this Agreement shall be made in writing and signed by the Parties to this Agreement.

17. INVALIDITY OF PART OF THE AGREEMENT

If any part of this Agreement is held to be illegal, invalid or void by a court of competent jurisdiction, the remainder of this Agreement shall remain in full force and effect with those offending portions omitted.

18. GOVERNING LAW

This Agreement shall be construed under the laws of the State of Arizona and shall incorporate by reference all laws governing intergovernmental agreements and mandatory contract provisions of state agencies required by statute or executive order.

All statutes and regulations referenced in this Agreement are incorporated herein as if fully stated in their entirety in the Agreement. Each Party agrees to comply with and be responsible for the provisions, the statutes, and the regulations set out in this Agreement.

19. NOTICE

All notices, requests for payment, or other correspondence between the Parties regarding this Agreement shall be mailed United States postage prepaid or delivered personally to the respective parties at the following addresses:

If to College:

Yavapai College
Attn: Purchasing and Contracting Department
1100 E. Sheldon Street
Prescott, AZ 86301

If to School District:

COLLEGE

SCHOOL DISTRICT

Penelope H. Wills, Ph.D.
President

By:
Title:

Date

Date

Attorney Approval: This Agreement has been reviewed pursuant to A.R.S. § 11-952 by the undersigned attorney who has determined that it is in proper form and is within the powers and authority granted under the laws of Arizona to the Governing Board of the College.

By: _____
Legal Counsel for College

Attorney Approval: This Agreement has been reviewed pursuant to A.R.S. § 11-952 by the undersigned attorney who has determined that it is in proper form and is within the powers and authority granted under the laws of Arizona to the Governing Board of the School District.

By: _____
Legal Counsel for School District

EXHIBIT A

FINANCIAL PROVISIONS

Fill in the blanks. If the information is not applicable, indicate NA in the blank. Additional directions for completing this form are in italics.

1. INSTRUCTORS

Instructors shall be provided as follows: *(Check the appropriate line)*

School District shall provide and pay all instructors.

College shall provide and pay all instructors.

Each party shall provide and pay for instructors as follows: _____

2. PAYMENTS TO THE SCHOOL DISTRICT

For each course for which the School District provides and pays for the instructor, the College shall pay the School District zero Dollars (\$0) per credit hour for each properly enrolled student, capped at zero Dollars (\$0) per credit hour for each course. *(Indicate NA if there is no cap.)* Invoices from the District to the College shall be based on College course rosters and include the information listed in Exhibit B of this Agreement.

3. PAYMENTS OF TUITION AND FEES/COSTS TO THE COLLEGE

TUITION:

No tuition is charged for Dual Enrollment classes.

College tuition in non-Dual Enrollment classes varies based on discipline for in-state students. The tuition rates range from seventy-nine to one hundred seventy-seven Dollars (\$79 to \$177) per credit hour for each in-state student. College tuition also varies for out-of-state students based on discipline and the number of credit hours in which the student is enrolled. The tuition rates range from one hundred twenty-four to four hundred sixty-four Dollars (\$124 to \$464) per credit hour for each student who, pursuant to A.R.S. §15-1802 or A.R.S. §15-1803, does not qualify for in-state student status. (see <http://www.yc.edu/v5content/academics/tuition-fees-2016.htm> for specific information about tuition rates).

ADDITIONAL FEES AND/OR COSTS:

Set out below are additional fees and costs and, for each, a designation as to whether the School District or student is responsible for payment of each fee or cost.

Fees and Costs (Including special course fees; assessment costs, if any; etc.)	<i>For each fee or cost, check the appropriate line to indicate whether the School District or student is responsible for payment to the College of the fee or cost. .</i>
1. There is a \$10 per credit hour cost.	District <input checked="" type="checkbox"/> Student <input type="checkbox"/>

4. COLLECTION AND PAYMENT OF TUITION AND FEES/COSTS

Check the appropriate line:

School District is responsible for payment of costs to the College.

Each student is responsible for payment of costs to the College.

For tuition and fee/cost payments required to be made by the School District to the College:

- A. School District is authorized and retains the discretion to collect tuition and fee/cost payments from its students to the extent School District deems appropriate; and
- B. School District may reduce its required payment of tuition and fees/costs owed to the College pursuant to paragraph 3 by the amount of any payment owed to School District by the College pursuant to paragraph 2.

For any tuition and fee/cost payment required to be made by a student to the College, the College shall establish an individual billing account for that student and the billing for such tuition and/or fees and costs shall occur in accordance with College policies and procedures.

5. FINANCIAL AID

Except as indicated in this section, College offers no grant, scholarship or financial aid for the dual enrollment program.

6. FORMAT OF INVOICES FROM COLLEGE FOR PAYMENTS FROM SCHOOL DISTRICT

The College shall send invoices to the School District to the attention and at the address listed below no later than sixty (60) days from the beginning date of each semester. Each invoice shall detail all payments due. Payments shall be due within thirty (30) days of receipt of an invoice.

Payments to be sent to the College:	Invoices to be sent to the School District:
Yavapai College	<i>(specify administrator and address)</i>
Attn: Accounting Manager	
1100 E. Sheldon Street	
Prescott, AZ 86301	

7. FULL TIME STUDENT EQUIVALENT FINANCIAL INFORMATION

Amount College received in FTSE in prior academic year:

(Specify dollar amount)

\$ _____

Portion of that FTSE distributed to School District:

(Specify percentage or dollar amount)

\$0

Amount School District returned to College:

(Specify percentage or dollar amount)

\$0

EXHIBIT B

**TYPE OF INSTRUCTION
DUAL ENROLLMENT COURSES**

COURSES AND CREDITS

For complete course descriptions, refer to the current College catalog.

Semester 1 is Fall, Semester 2 is Spring and Semester 3 is a Year-long course.

The following courses are also offered to freshmen and sophomore students:

The number of students admitted for any Dual Enrollment Course shall not exceed a maximum of TBD (listed below if applicable) students per section.

COLLEGE TITLE	COURSE	CREDITS	SEMESTER	INSTRUCTOR	MAX	H.S. TITLE
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Dual Enrollment Classes currently planned for 2016-17

Note: Semester 1 is Fall, Semester 2 is Spring, and Semester 3 is a Year-long course.

Ash Fork Joint Unified School District #31

TITLE	COURSE	CREDITS	SEMESTER	INSTRUCTOR
Oxyacetylene	WLD 130	4	1	Tiedeman
Arc I	WLD 140	4	2	Tiedeman
Arc II	WLD 145	4	1	Tiedeman
Blueprint Reading	WLD 156	4	2	Tiedeman
Welded Metal Fabrication	WLD 250	4	2	Tiedeman

Bagdad Unified School District #20

TITLE	COURSE	CREDITS	SEMESTER	INSTRUCTOR
Introduction to Business	BSA 131	3	2	Myers
Principles of Management	BSA 220	3	2	Myers
Culinary Principles	CUL 101	4	1	Rose
Culinary Fundamentals: Hot Foods	CUL 102	4	2	Rose
Culinary Fundamentals: Breakfast & Garde Manger	CUL 103	4	1	Rose
Culinary Fundamentals: Baking & Pastry	CUL 104	4	2	Rose
College Mathematics	MAT 142	3	1	Diehl
Elementary Statistics	MAT 167	3	2	Diehl
Oxyacetylene	WLD 130	4	1	Rotteger
Arc I	WLD 140	4	2	Rotteger
Arc II	WLD 145	4	1	Rotteger
Blueprint Reading	WLD 156	4	2	Rotteger
Gas Metal Arc Welding	WLD 210	4	2	Rotteger

Camp Verde Unified School District #28

TITLE	COURSE	CREDITS	SEMESTER	INSTRUCTOR	MAX
Introduction to Animal Industry	AGS 120	4	2	Taylor	
Agricultural Mechanics	AGS 215	3	2	Taylor	
Automotive Brakes	AUT 123	4	1	Tudor	
Auto/Diesel Suspension and Steering	AUT 126	4	2	Tudor	
Culinary Principles	CUL 101	4	1	King	
Culinary Fundamentals: Hot Foods	CUL 102	4	2 & 3	King	
College Composition I	ENG 101	3	1	Lawrence	22
College Composition II	ENG 102	3	2	Lawrence	22
Hazardous Materials First Responder Operations	FSC 104	2	1	Darby	
Firefighter I & II Certification Academy	FSC 105	12	3	Darby	
College Mathematics	MAT 142	3	1	Lewis	
Elementary Statistics	MAT 167	3	2	Lewis	
Precalculus	MAT 187	5	3	Wall	
Calculus & Analytic Geometry I	MAT 220	5	1	Schafer	
Calculus & Analytic Geometry II	MAT 230	5	2	Schafer	

Chino Valley Unified School District #51

TITLE	COURSE	CREDITS	SEMESTER	INSTRUCTOR	MAX
Human Biology for Allied Health	BIO 156	4	3	Pande	
Culinary Principles	CUL 101	4	1	Pehl	
Culinary Fundamentals: Hot Foods	CUL 102	4	2 & 3	Pehl	
College Composition I	ENG 101	3	1	Kingsley	22
College Composition II	ENG 102	3	2	Kingsley	22
College Mathematics	MAT 142	3	2	Schoenfeld	
College Algebra	MAT 152	3	1	Schoenfeld	
Precalculus	MAT 187	5	3	Schoenfeld	
Calculus and Analytic Geometry I	MAT 220	5	3	Schoenfeld	
Introduction to Viticulture	VEN 100	3	3	Masters	

Humboldt Unified School District #22

TITLE	COURSE	CREDITS	SEMESTER	INSTRUCTOR	MAX
Nursing Assistant	AHS 114	5	3	Vallely	20
Intro to Computer Networking Technology	CNT 100	3	1	Cutter	25
A+ Computer Technician Certification	CNT 110	4	1	Cutter	25
Network+: Networking Technologies Certification	CNT 115	4	2	Cutter	25
Introduction to Windows Server	CNT 120	3	2	Cutter	25
College Composition I	ENG 101	3	1	Leveron	22
College Composition II	ENG 102	3	2	Leveron	22
Screenwriting: Iconic Film & Television Analysis	FMA 109	3	1	Leveron	
College Algebra	MAT 152	3	2	Larson	
College Algebra	MAT 152	3	2	Washburn	
Precalculus	MAT 187	5	3	Washburn	
Precalculus	MAT 187	5	3	Young	

Mayer Unified School District #43

TITLE	COURSE	CREDITS	SEMESTER	INSTRUCTOR
Agribusiness Management	AGS 102	3	2	Dinges
Business Financial Applications	BSA 130	3	1	Burgess
Introduction to Business	BSA 131	3	3	Burgess
Principles of Management	BSA 220	3	3	Burgess
Microsoft Office	CSA 126	3	2	Burgess

Mingus Union High School District #4

TITLE	COURSE	CREDITS	SEMESTER	INSTRUCTOR	MAX
Introduction to Animal Industry	AGS 120	4	1	Banuelos	
Aquaculture Science	AGS 261	4	2	Banuelos	
Nursing Assistant	AHS 114	5	1 & 2	Amoscato	12
Auto/Diesel Preventative Maintenance	AUT 100	2	1	Hooton	
Engine Repair Technology	AUT 108	4	2	Hooton	

Auto/Diesel Electrical Systems	AUT 109	4	1	Hooton	
Automotive Brakes	AUT 123	4	1	Hooton	
Auto/Diesel Suspension & Steering	AUT 126	4	2	Hooton	
College Composition I	ENG 101	3	1	McKean	22
College Composition II	ENG 102	3	2	McKean	22
Production I	FMA 102	3	2	Wood	
Screenwriting I	FMA 103	3	1	Wood	
College Algebra	MAT 152	3	2	Mahendran	
Precalculus	MAT 187	5	3	Mahendran	
<u>Introduction to Viticulture</u>	<u>VEN 100</u>	<u>3</u>	<u>2</u>	<u>Banuelos</u>	

Mountain Institute Joint Technology Education District #02

TITLE	COURSE	CREDITS	SEMESTER	INSTRUCTOR	MAX
Medical Term for Patient Care	AHS 130	3	1	Wimbrough	
Medical Term for Patient Care	AHS 130	3	1	Jeffers	
Culinary Principles	CUL 101	4	1	Flannigan	
Culinary Fundamentals: Hot Foods	CUL 102	4	2	Flannigan	
Culinary Fundamentals: Breakfast & Garde Manger	CUL 103	4	1	Flannigan	
Culinary Fundamentals: Baking & Pastry	CUL 104	4	2	Flannigan	
First Aid/CPR/AED and Safety	PHE 153	2	2	Wimbrough	
First Aid/CPR/AED and Safety	PHE 153	2	2	Jeffers	

Northpoint Expeditionary Learning Academy

TITLE	COURSE	CREDITS	SEMESTER	INSTRUCTOR	MAX
College Composition I	ENG 101	3	1	Roseman-Orr (Wagoner)	22
College Composition II	ENG 102	3	2	Roseman-Orr (Wagoner)	22
<u>Precalculus</u>	<u>MAT 187</u>	<u>5</u>	<u>3</u>	<u>Swenson</u>	

Prescott Unified School District #1

TITLE	COURSE	CREDITS	SEMESTER	INSTRUCTOR	MAX
Introductory Accounting	ACC 121	3	3	Dreher	
Principles of Accounting I	ACC 131	3	3	Dreher	
Auto/Diesel Preventative Maintenance	AUT 100	2	1	Anderson	24
Engine Repair Technology	AUT 108	4	2	Anderson	24
Auto/Diesel Electrical Systems	AUT 109	4	1	Anderson	24
Automotive Brakes	AUT 123	4	2	Anderson	24
Auto/Diesel Suspension & Steering	AUT 126	4	1	Anderson	24
Auto/Diesel Heating & Air Conditioning	AUT 128	4	2	Anderson	24
Private Pilot Airplane Ground	AVT 104	2	1	Peeples	
Private Pilot Airplane Ground II	AVT 105	2	2	Peeples	
Environmental Biology	BIO 105	4	3	Burchett	
Introduction to Business	BSA 131	3	3	Dreher	
Principles of Management	BSA 220	3	3	Dreher	
Intro to Computer Networking Technology	CNT 100	3	1	Miller	26
A+ Computer Technician Certification	CNT 110	4	2	Miller	26
Network+: Networking Technologies Certification	CNT 115	4	1	Miller	26
Introduction to Windows Server	CNT 120	3	2	Miller	26
College Composition I	ENG 101	3	1	Willard	22
College Composition I	ENG 101	3	1	Yargo-Gatchell	22
College Composition II	ENG 102	3	2	Willard	22
College Composition II	ENG 102	3	2	Yargo-Gatchell	22
Film/TV History & Analysis	FMA 101	3	1	Lehleitner	
College Algebra	MAT 152	3	1	Neely	
College Algebra	MAT 152	3	2	Jacobs	
College Algebra	MAT 152	3	2	Bray	
Elementary Statistics	MAT 167	3	2	Neely	
Precalculus	MAT 187	5	3	Jacobs	
Intermediate Spanish I	SPA 201	4	1	Boehle	
<u>Intermediate Spanish II</u>	<u>SPA 202</u>	<u>4</u>	<u>2</u>	<u>Boehle</u>	

Sedona-Oak Creek Joint Unified School District #9

TITLE	COURSE	CREDITS	SEMESTER	INSTRUCTOR	MAX
Introduction to Business	BSA 131	3	2	Sellani	
Introduction to Computer Information Systems	CSA 110	3	1 & 2	Sellani	
Biology Concepts	BIO 100	4	1 & 2	Hartz	
College Composition I	ENG 101	3	1	Rutkowski	22
College Composition II	ENG 102	3	2	Rutkowski	22
Precalculus	MAT 187	5	1 & 2	Marks	

Seligman Unified School District #40

TITLE	COURSE	CREDITS	SEMESTER	INSTRUCTOR	MAX
Introductory Equine Science	AGE 100	4	3	Wallace	

Tri-city College Preparatory High School

TITLE	COURSE	CREDITS	SEMESTER	INSTRUCTOR	MAX
Intro to Human Anatomy & Physiology	BIO 160	4	3	Muchna	
General Biology I	BIO 181	4	3	Sampson	
Personal Finance	BSA 110	3	1	Wilson	
Introduction to Business	BSA 131	3	2	Wilson	
Intro to Computer Networking Technology	CNT 100	3	1	Halvorson	
Network+: Networking Technologies Certification	CNT 115	4	1	Halvorson	
College Composition I	ENG 101	3	1	Kauffman	22
College Composition II	ENG 102	3	2	Kauffman	22
College Mathematics	MAT 142	3	2	Mezeske	
College Algebra	MAT 152	3	1	Mezeske	
Precalculus	MAT 187	5	3	Marman	
Calculus & Analytic Geometry I	MAT 220	5	1	Mezeske	
Calculus & Analytic Geometry II	MAT 230	5	2	Mezeske	

Presenter : Patricia McCarver **Start Time :** 1:23 PM **Item No :** 14
Proposed By : Patricia McCarver **Time Req :** 0
Proposed : 2/15/2016 **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 :** 1:23 PM **Item No :** 15
Proposed By : Patricia McCarver **Time Req :** 15
Proposed : 2/15/2016 **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 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

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

- Introduction of the new Vice President for Instruction and Student Development - Dr. Ron Liss
- Executive Leadership Organizational Change
- Campus Master Plan Update - Dr. Clint Ewell, Vice President for Finance and Administrative Services
- College Highlights - Attached - Information Only
- Facilities Management News - Attached - Information Only
- Other Related Issues

Attachments :

Title	Created	Filename
CMP.pdf	Jun 07, 2016	CMP.pdf
College Highlights.pdf	Jun 07, 2016	College Highlights.pdf
Facilities Management News.pdf	Jun 07, 2016	Facilities Management News.pdf

CAMPUS MASTER PLAN UPDATE

- Prescott
 - REDC (Bldg 29)
 - Community Education (Bldg 31)
 - Arts (Bldg 15)



CAMPUS MASTER PLAN UPDATE

- Sedona Center
 - Programming kick off meeting in May
 - Community input via from DGB Survey & Focus Forums, VVBAC, and Programming Committee
 - Community Education
 - Hospitality & Culinary
 - Performing Arts
 - General Education
- Prescott Valley
 - Rather than build a new site, we will consolidate at Panther Path location
 - Over long term, expand site to 50,000 sq. ft.—not 136,000 sq. ft. as originally planned (reduces CMP costs by approximately \$38M)
 - Focus on Allied Health and University Learning Center

June 2016 College Highlights

Business, Education and Social Sciences

- **Dr. Mike Ruddell**, Professor of Anthropology and Sociology, reports that two Clovis age (11,000 -10,800 B.P.) spear points from Yavapai County were verified at a recent Sharlot Hall Museum meeting. Clovis points are very rare, especially in Yavapai County, and are quite significant to the archaeology of the state. The spear points will be added to the Paleo-Indian artifact data for Arizona managed by the University of Arizona Anthropology Department. Dr. Ruddell obtained his undergraduate degree in Anthropology from the University of Arizona, and his specialty is the Paleo-Indian period of North America. A display of all Prescott area Clovis points is being planned by the Smoki Museum for the near future.
- **Jacqui Schlosser**, Del E. Webb Family Enrichment Center Director, reports that the FEC received their validation visit for re-accreditation through the National Accreditation Commission for Early Care and Education on May 18, 2016. Although they will not hear the official decision of the accreditation award for a couple of months, the outcome of the visit was so overwhelmingly positive that they are confident they have earned the accreditation. The standards of accreditation include administration, staff development, classroom environment, curriculum, teacher-child interactions, and health and safety standards. The validator reviewed documents, sampled children and staff files, verified surveys, and made classroom observations, to verify that the accreditation standards were met. The accreditation award acknowledges the program for demonstrating evidenced-based practices based on the most current research leading to best outcomes for young children.
- **Dr. Terry Lovell**, Professor of Business, reports that on his weekly radio show “KYCA Talks”, he interviewed *New York Times* bestselling author Lincoln Child, half of the duo, (Doug) Preston and Child, about their latest novel, *Beyond the Ice Limit*. Collaboratively and individually, Preston and Child have written over 40 novels, and their books have been made into movies. They recently signed a contract for a new TV series featuring one of their lead characters, FBI Special Agent Pendergast. Lovell met the authors by e-mailing them and asking to interview them. They said “yes” and Lovell discovered that if you actually read their books and want to ask real questions, they will grant the interview every time they are asked. For more information about Preston and Child, visit their website at <http://www.prestonchild.com/>

Career and Technical Education

- The Electrical Lineworker and Electrical Instrumentation Technician (E & I) program graduates continued to have high placement success this spring in local and Phoenix based companies. The average starting salary was \$24.00 per hour. Five of the lineworker graduates were hired by Arizona Public Service (APS) in various parts of the state including Yuma, Douglas, Paradise Valley, and Phoenix. Other lineworker graduates were hired by subcontractors around the state. The programs continue to place over 90% of our E & I graduates within the first three months of graduation.
- Two grants within the CTE Division will fund student internships with local companies beginning summer 2016. A \$250,000 grant from the Marley Foundation will pay for six interns per semester for the next two years with local companies such as Toro, Ruger, Whipstone Farms, Bent River Machine, and Cobham. The grant also adds equipment to programs at CTEC while funding the robotics and GEEK youth camps in both the Verde Valley and Prescott areas for the next two summers. A second grant for the CTE Division from the National Science Foundation (NSF) just became official as well. This grant targets CTE STEM areas and also includes ten paid internships per year for students, as well as the integration of engineering principles across the Computer Numeric Control (CNC) and Electrical Instrumentation programs in a new “Integrated Systems Management” certificate. The grant adds different robots to the E & I lab, while also increasing the number of CNC Mills and 3-D printers in the CNC program. The total value of the NSF grant is \$855,000.

Computer Technologies & Instructional Support

- Teaching & eLearning Support (TeLS) hosted the 11th Annual Summer Institute on May 10th and 11th. One hundred and nineteen faculty and staff members attended this two-day event.

The Keynote Address was given by Dr. Rufus Glasper, President and CEO of The League for Innovation in the Community College. Dr. Glasper spoke about how community colleges nationwide are undergoing a refocus on teaching and learning in order to meet the changing needs of our communities.

The faculty and staff at Yavapai College provided 33 different training sessions covering a myriad of topics, from updating technical skills in various programs such as Canvas, Excel and VoiceThread, to Quality Matters and how to incorporate study skills into courses.

The Summer Institute concluded with the documentary “Screenagers” at the YCPAC. The documentary showing was offered to both our employees and to the public, free of charge. The documentary delved into the impact of screen time on our children and students. **Dr. Mark Shelley**, Psychology and Sociology Instructor, and **Curtis Kleinman**, Spanish Instructor, moderated the event, and provided some insightful and thoughtful dialogue.

- **Barb Churchill** and **Sue Robertson** presented, *Spice up Your PowerPoint Presentations!* at the First Friday Training on May 6th.
- **Shelly Gilliam** and **Ginney Bilbray** presented, *The Librarians: Your Partners in Crime* at the Summer Institute.
- The library was awarded a grant from the Arizona Archives Alliance for Institutional Internship this past March. This grant will help the library with the archives digitization project. **Bud Garso** has been selected as the recipient of this internship, and he began work on May 16th.

Sciences, Health & Public Safety

Brad Clifford, YC Athletic Director, reports the Yavapai College student athletes had a great spring semester, not only on the playing field, but in the classroom as well.

YC had three teams participate in their respective National Tournaments - Volleyball, Softball and Baseball.

- Volleyball participated, but did not place this season.
- Softball finished 4th at the National Tournament!
- Baseball advances to their 2nd consecutive National Tournament!

Out of 78 YC athletes, 45 players earned a 3.0 or higher making them eligible for the Athletic Director's Honor Roll (listed below in GPA order).

As teams, the Baseball squad had a 3.00 GPA for the spring semester followed by Volleyball 2.94 GPA, Softball 2.89 GPA and Soccer 2.80 GPA. The four teams combined earned an average 2.91 GPA for the spring semester.

Five student-athletes earned a perfect 4.0: **Iva Alebic, Nate Easley, Jacob Eder, Darion Green and Shelby Mottram.**

- * **Iva Alebic** – Volleyball
- * **Nate Easley** - Baseball
- * **Jacob Eder** - Baseball
- * **Darion Green** - Soccer
- * **Shelby Mottram** – Volleyball
- Dylan Enwiller** – Baseball
- Kelly Bumb** – Volleyball
- Andrea Canela** – Softball
- Eric Hegadoren** – Baseball
- Christian Maggi** – Baseball
- Ather Dawood** – Soccer

Degan Harte – Baseball
Niall Logue – Soccer
Kylie Davis – Volleyball
Michael Hicks – Baseball
Ryan Oberg – Baseball
Ascari Robles – Soccer
Kayle Park – Volleyball
Lyndsey Smith – Softball
Coltin Smith – Soccer
Darragh Boyle – Soccer
Juan Carmona-deVile – Soccer
Brooke Donnelly – Volleyball
Shayna Ige – Softball
Jocilynn Ellis – Softball
Gavin Johns – Baseball
Kevin Otokore – Soccer
Nicole Matta – Softball
Kelsey Park – Volleyball
Scott Warrender – Soccer
Jacob Malach – Soccer
Ramsey Romano – Baseball
Nikko Delgado – Baseball
BreiAnna Grunig – Volleyball
Caden Goldby – Baseball
Nick Guaragna – Baseball
Jessica Mesa – Softball
Karissa Pena – Softball
Memo Diaz – Soccer
Hayden Durkiewicz – Baseball
Jeddediah Fagg – Baseball
Sydney Forray – Softball
Reece Weldon – Soccer
Brock Ephan – Baseball
Nicko Ortego – Baseball

YAVAPAI COLLEGE FACILITIES MANAGEMENT NEWS

June 2016

Greetings from Facilities!

The June 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 1b

REDC Building 29 and Lifelong Learning Building 31 Renovations

Final cleaning is occurring for both buildings along with the completion of punch list items. Conference Room, Multi-purpose Room and Classroom presentation technology will be installed during the month of July. Furniture is scheduled to arrive the week of June 27 so REDC and Lifelong Learning personnel will be moving back to their respective spaces during that week.



Building 29 REDC/Lifelong Learning Joint Use Multi-Purpose Room



Building 29 Conference Room



Building 29 Reception



Lifelong Learning Reception and Office Suite



Building 31 Multi-Purpose Room

Prescott and Verde Valley Campus Wayfinding and Open Space

Wayfinding

Wayfinding is in the editing/fabrication stage for the first phase. Installation will begin in late June and continue through the summer for both the Prescott and Verde Valley campuses. Please see below for updated graphics related to directories and standalone signs along with locations.

This project is on a four year implementation schedule with the first phase set to begin this summer. Please see the PDF below for samples of wayfinding features along with proposed locations. Please note campus directories are still being edited for building content.



YC-DD_Directory_Ma
p_5-26.pdf



00_SLP_DID_01.pdf

Open Space

The first and third phase of open space projects will be the installation of pavers, concrete work, additional plantings and lighting for Mabery Pavilion at the Verde Valley Campus. This work will start June 13 and continue through the end of August.



Phase 1 Verde
02.09.16.pdf

Phase 2 of the open space will be the amphitheater located between Buildings 3 and 4 on the Prescott Campus. Stay tuned for a future construction schedule.



Phase 2 Prescott
02.09.16.pdf

Please visit the Master Plan web page for drawings and more details concerning construction phasing. This is year one, of a five year implementation schedule.

Allied Health/EMS/JTED Health Occupation Programs

Schematic design is underway Preliminary pricing is complete which will begin to solidify once the project moves into the final phase of design – construction document deployment.

The current plan is to move EMS to the second floor of Building 2, to be in close proximity to Nursing, and construct a garage on the Prescott campus to house ambulances and other EMS instructional equipment. Allied Health will move to the Prescott Valley Center from Building 2 along with JTED Medical Assistant and Nurse Assistant programs.

At this time, the very preliminary construction schedule is as follows:

1. Construct EMS Garage for Ambulance Parking at Prescott – Fall 2016
2. Prescott Valley Center Addition – Fall 2016 through Spring 2017
3. Building 2 Interior Remodel – Summer 2017
4. Prescott Valley Center Interior Remodel – Summer 2017
5. Move JTED from Centre Pointe to Prescott Valley – Summer 2017



Prescott Valley Center



Proposed Location for Center Expansion

Building 15 Renovation

Programming continues with a tour of the Red Rock High School Performing Art Center. Ideas for performing arts academic and practice space will be incorporated into the design of the Building 15 renovation.

Programming will continue into June followed by the design process which typically takes nine months to a year for projects of this scope and size. Please keep reading future issues of this newsletter for updates with regard to design and construction schedules.

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.

SmithGroup/JJR

McCarthy Building Companies

Project Manager: David Laurence

Logistics/Moving: Chris Larson

Sedona Center Renovation

The first programming session was held on May 24th, with the second scheduled for June 16th. It is very early in the process, but if design goes relatively quickly, construction could begin as early as January 2017. Stay tuned for more details as the design process unfolds.

CONSTRUCTION PROJECTS

CTEC Build-out and JTED Offices

Work continues with the enclosure of the west patio at CTEC to convert this space to faculty offices and a conference room. Drywall is installed and preparation is being made for the new ceilings and lighting along with HVAC. Interior painting, carpet and final HVAC work is scheduled for completion in mid-June. This will free up interior space at CTEC for JTED offices which will be completed by August 2016.



New Addition at CTEC

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:

ADA/Parking Lot Rehabilitation at Verde Valley Campus – Completion July 15, 2016

Buildings 29/30/31 Pavement Rehabilitation – Completion June 10, 2016

CTEC Parking Lot Replacement – Completion July 29, 2016

Building 4 Roof Replacement – Completion June 30, 2016

Building 7 Restroom/ADA Renovation – July 1 through August 31, 2016

Verde Building I Restroom Renovation – TBD



Parking Lot and Building Access Grading at Building G



New Sidewalk Near Building L and Greenhouses



Parking Lot Final Grading at Building 29



Completed Building 29 Parking Lot



Parking Lot Demolition at CTEC



Parking Lot Demolition at CTEC



Building 4 Roof Replacement

Michael Taylor Architects, Inc.
Project Manager: Bruce Hustedt

Haley Construction

RISK AND EMERGENCY MANAGEMENT

Test your basic knowledge of occupational safety by taking the following quiz.



Safety Quiz
Questions Short.docx

FACILITIES MANAGEMENT NEW TEAM MEMBERS

There are no new team members to announce this month. There is an open position, Manager, Custodial Services.

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.

<http://www.yc.edu/v5content/facilities/>

Presenter : Patricia McCarver

Start Time : 1:38 PM

Item No : 16

Proposed By : Patricia McCarver

Time Req : 10

Proposed : 2/15/2016

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: Creating Student Pathways and Other Related Issues - INFORMATION AND/OR DISCUSSION

Details : Dr. Ron Liss, New Vice President for Instruction and Student Development will present and update on the following:

- Yavapai College Creating Student Pathways, Tania Sheldahl, Dean of Student Development and Scott Farnsworth, Dean for Sciences, Health and Public Safety
- Other Related Issues

Attachments :

Title	Created	Filename
Pathways.pdf	Jun 09, 2016	Pathways.pdf

Pathways Project

Current Community College Educational System

- Commitment to open access.
- Focus is on the front door.
- Don't know much about students and their goals.
- Designed to maximize course enrollment.
- Courses are often disconnected from each other, programs, and support services.
- Core functions are not coordinated – academics and support.

Some YC Data

- 12% - Normal time program completion (Source: IPEDS)
- 17% - 150% of normal time program completion (Source: IPEDS)
- 21% - 200% of normal time program completion (Source: IPEDS)
- 69% - of fall 2015 credit students were degree/certificate seeking (Source: YC IER)
- 68% - of students attending exclusively full-time completed a degree or certificate within 6 years (Source: National Student Clearinghouse)
- 74% of YC credit students in fall 2015 were part-time (Source: YC IER – Final Enrollment Snap)

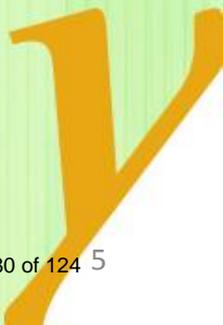
Why Build Pathways?

- Help our students navigate college in a coherent way.
- Clearly map out programs, course sequence, identify critical success courses.
- Guide and prepare students for further education and employment.
- Help students choose the right program from the start so they don't wander.

Why Build Pathways?



- Build gateway courses for program areas.
- Monitor progression and communicate when off track.
- Identify both academic and non-academic milestones.
- If we keep doing what we are doing we will get the same result.
- Brings success to scale.



Supports DGB Education Ends

- 1.1 – Students achieve their educational goals at an affordable price.
 - 1.1.1 – Job Seekers have qualifications, skills, and abilities to succeed.
 - 1.1.2 – Students seeking transfer have the qualifications, skills, and abilities for success at their next educational institution

Supports Strategic Initiative 1 – Student Success

- 1A – Increase student completion rates without sacrificing academic quality.

Next Steps

- Establish Pathways Steering Committee
- Visit with ASU
- Develop YC's Meta-majors
- Establish key steps and benchmarks
- Develop website templates
- Implement timelines

Questions?

Presenter : Patricia McCarver

Start Time : 1:48 PM

Item No : 17

Proposed By : Patricia McCarver

Time Req : 10

Proposed : 5/26/2016

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 : Senate Bill 1476: Property Tax Cap - INFORMATION AND DISCUSSION

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

Attachments :

Title	Created	Filename
Tax Cap.pdf	Jun 07, 2016	Tax Cap.pdf

SENATE BILL 1476: 1% PROPERTY TAX CAP

- The Arizona Legislature has an obligation to provide for a system of property taxation that limits the total primary property taxes levied on residential property to 1% of the property's full cash value (the "Cap").
- SBI476 sought to have overage paid by local taxing districts
- Pima County sued. Superior Court found in favor of Plaintiff on 5/23/16.

Presenter : Patricia McCarver

Start Time : 1:58 PM

Item No : 18

Proposed By : Patricia McCarver

Time Req : 0

Proposed : 2/15/2016

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 : 1:58 PM

Item No : 19

Proposed By : Patricia McCarver

Time Req : 5

Proposed : 2/15/2016

Item Type : Monitoring & Decision

Policy No.	Description	Ref No
2.3	The President shall not allow annual financial planning and budgeting that deviates materially from the Board's Ends' priorities, jeopardizes financial solvency, fails to be part of a multi-year strategic management plan, or violates applicable statutes.	560658

Description : Receipt of President's Monitoring Report - Executive Limitation 2.3 - Financial Management - MONITORING, DISCUSSION, AND/OR DECISION

Details : 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.

MOTION OPTIONS:

1. If Board intends to accept Monitoring Report:

We have read the President's Monitoring Report regarding Policy 2.3, we believe that the interpretation of the policy provided is reasonable, and we believe that there is sufficient evidence to support the conclusion of compliance with the policy. Therefore, I move that we accept the Monitoring Report for Policy 2.3.

2. If Board intends to not accept Monitoring Report:

Interpretation: We have read the President's Monitoring Report regarding Policy 2.3 and we believe that the interpretation of the policy provided is not reasonable. 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 [at the X board meeting] [within X amount months] that includes a new interpretation.

If For Insufficient Evidence:

We have read the President's Monitoring Report regarding Policy 2.3 and we believe that the interpretation of the policy provided is reasonable, but we do not believe that there is sufficient evidence to support the conclusion of compliance with the policy. 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 [at the X board meeting] [within X amount months] that provides sufficient evidence to support the conclusion of compliance.

Attachments :

Title	Created	Filename
Report Policy 2.3.pdf	Jun 01, 2016	Report Policy 2.3.pdf
GFOA News Release.pdf	Jun 01, 2016	GFOA News Release.pdf
2.3 Compilation.pdf	Jun 08, 2016	2.3 Compilation.pdf

Monitoring Report
Executive Limitations 2.3 – Financial Management
June 2016

Executive Limitations 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.

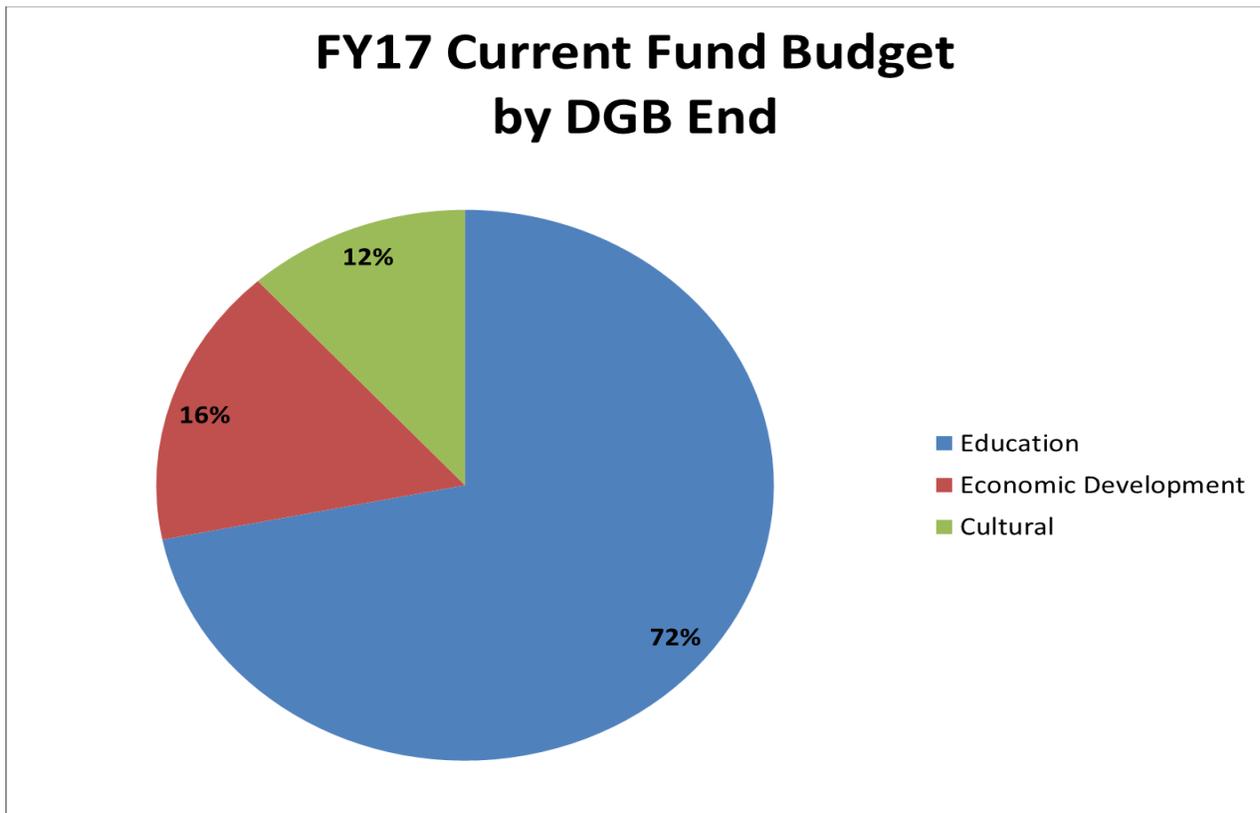
President’s Interpretation:

Financial management of the College’s resources is not an end to itself. The fiscal stewardship is an essential component of meeting the Board’s Ends. As the Board annually reviews its Ends, it is the responsibility of the administration to plan the budget to ensure achievement of the Ends, the College’s strategic initiatives, and financial solvency. The College’s budgetary plan must be responsive to not only legal requirements, but also revenues and expenses projections from local, state, and federal incomes as well as enrollment projections and endowed funds.

Supporting Evidence:

Financial Planning & Budgeting that aligns with the Board’s Ends priorities

The following is an estimate of the College Education & General Budget Budget, allocating expenses to the Board’s Ends of Education, Economic Development, or Cultural Enrichment. In the case where a department supports multiple ends, the budget or asset was split 50%-50%.



Budget Alignment with Multi-Year Strategic Management Plan

The College implemented the 2015 – 2020 Strategic Plan in the Fall of 2015 ([2015 2020 Strategic Plan](#)). This plan aligns with the Board’s Ends as we strive to improve academic excellence, economic development, and cultural enrichment at a justifiable cost. The President’s interpretation and supporting evidence of Executive Limitation 2.3 is directly sustained by Strategic Initiative 5 “Fiscal Stewardship” which provides for ensuring the College’s resources are used responsibly and efficiently; that the budget aligns with the Board’s Ends; and, provides for budget transparency with monthly financial updates to the Board. Strategic Initiative 5 also enhances mechanisms for feedback regarding the Capital Improvement Plan and optimizing the use of existing space prior to creating new facilities with similar functions.

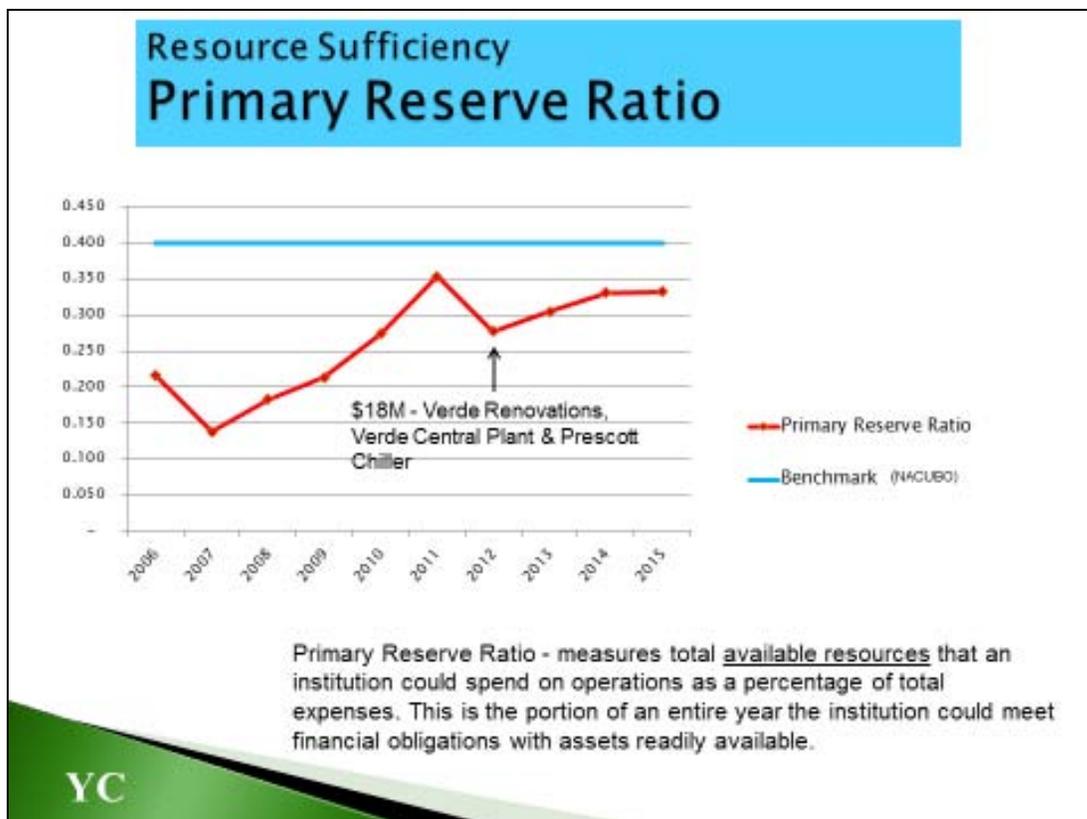
The Budget Cycle is integrated with the Strategic Planning Cycle, as can be seen from the following link [Budget Cycle and Strategic Planning](#)

Throughout the year, the Administration systematically presents a series of budget-related information to the Board as is documented on our College’s budget website. [Yavapai College Budget](#)

Financial Solvency

The Board has established fund reserve minimums for both the Operating and Capital Funds. As was demonstrated through Monitoring Report 2.3.2 – Reserves, these fund reserve targets have been consistently exceeded. Moreover, as has been demonstrated in the annual Budget Book, the College has created contingency expense budgets to cover the eventuality that the revenue targets are not achieved in any given year.

As discussed with the Board earlier this year, the College reports four financial ratios to our accrediting agency, the Higher Learning Commission (HLC), on an annual basis. As you can see from the chart below, the College reserves are below the HLC target, but trending in the right direction.



College Administration purposefully exceeds the minimum thresholds established by the Board, both to address cash flow concerns and to improve the Primary Reserve Ratio which is monitored by investors. The College's sound fiscal stewardship is reflected in part in our credit ratings from Standard & Poor's Global Credit portal Ratings Direct® of AA- and Moody's Aa2.

Legal Requirements and Projections

As part of the Preliminary Budget presentation to the Board, the College provides 5 year projections of Revenues and Expenses to project both financial solvency and compliance with the AZ Expenditure Limitation statute. The College also presents its capital budget in a multi-year format for Preventative Maintenance Plans, Equipment Replacement Plans, and Capital Improvement Plans (CIP).

Yavapai College has received the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association (GFOA) for over 10 years in a row, and has had unqualified audit opinions during that same timeframe. The GFOA established the Certificate of Achievement for Excellence to encourage and assist state and local governments to go beyond the minimum requirements of generally accepted accounting principles to prepare comprehensive annual financial reports that demonstrate transparency and full disclosure.

President's Conclusion:
I report compliance.



Government Finance Officers Association
203 N. LaSalle Street - Suite 2700
Chicago, IL 60601

Phone (312) 977-9700 Fax (312) 977-4806

May 23, 2016

Penelope H. Wills, Ph.D.
President
Yavapai County Community College District
1100 East Sheldon Street
Prescott AZ 86301-3220

Dear Dr. Wills:

We are pleased to notify you that your comprehensive annual financial report for the fiscal year ended **June 30, 2015** qualifies for a Certificate of Achievement for Excellence in Financial Reporting. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

An award for the Certificate of Achievement has been mailed to:

Frank D'Angelo
Director of Business Services & Controller

We hope that you will arrange for a formal presentation of the Certificate and Award of Financial Reporting Achievement, and that appropriate publicity will be given to this notable achievement. A sample news release is enclosed to assist with this effort. In addition, details of recent recipients of the Certificate of Achievement and other information about Certificate Program results are available in the "Awards Program" area of our website, www.gfoa.org.

We hope that your example will encourage other government officials in their efforts to achieve and maintain an appropriate standard of excellence in financial reporting.

Sincerely,
Government Finance Officers Association

Stephen J. Gauthier, Director

Technical Services Center

SJG/ds



Government Finance Officers Association
203 N. LaSalle Street - Suite 2700
Chicago, IL 60601

Phone (312) 977-9700 Fax (312) 977-4806

05/23/2016

NEWS RELEASE

For Information contact:
Stephen Gauthier (312) 977-9700

(Chicago)--The Certificate of Achievement for Excellence in Financial Reporting has been awarded to **Yavapai County Community College District** by the Government Finance Officers Association of the United States and Canada (GFOA) for its comprehensive annual financial report (CAFR). The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management

An Award of Financial Reporting Achievement has been awarded to the individual(s), department or agency designated by the government as primarily responsible for preparing the award-winning CAFR. This has been presented to:

Business Office, Yavapai County Community College District

The CAFR has been judged by an impartial panel to meet the high standards of the program including demonstrating a constructive "spirit of full disclosure" to clearly communicate its financial story and motivate potential users and user groups to read the CAFR.

The GFOA is a nonprofit professional association serving approximately 17,500 government finance professionals with offices in Chicago, IL, and Washington, D.C.

Presidential Monitoring Worksheet for Executive Limitations Policies
Policy 2.3 – Financial Management

Compilation - June 2016

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.	
Is the interpretation reasonable?	YES 4	NO
Does the data show accomplishment of the interpretation?	YES 3	NO 1
Is there sufficient evidence to indicate compliance with the Executive Limitation policy?	YES 3	NO
Based upon your review of the monitoring report, should this Executive Limitation policy be amended?	YES 0	NO 3
Comments: McCasland: I would like to see at least 85% of the total budget spent on education. Focus on eliminating some of the identified weaknesses in regards to education. McCarver: The Board received several presentations from February through June on the annual budget plans and approved the final budget in June. Documents were prepared to link the budget funds to the Board ends.		

SHADED ITEMS should be raised for discussion at the meeting.

Presenter : Patricia McCarver

Start Time : 2:03 PM

Item No : 20

Proposed By : Patricia McCarver

Time Req : 5

Proposed : 3/22/2016

Item Type : Monitoring & Decision

Policy No.	Description	Ref No
4.5	<p>The Board shall negotiate a contract with the President that shall stipulate compensation and benefits for the President.</p> <p>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.</p>	560686

Description : Board Self-Evaluation - Board-President Linkage 4.5 - President Compensation and Benefits - MONITORING, DISCUSSION AND/OR DECISION

Details : 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.

Attachments :

Title	Created	Filename
4.5 Compilation.pdf	Jun 07, 2016	4.5 Compilation.pdf

**District Governing Board Policy Review
Evaluation of Board-President Linkage Policies**

Compilation - June 2016

President Compensation and Benefits 4.5	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.	
Interpretation		
Is the interpretation reasonable?	YES 4	NO
Does the data show accomplishment of the interpretation?	YES 3	NO
Is there sufficient evidence to indicate compliance with this Board-President Linkage policy?	YES 3	NO
Is this policy still relevant or useful to the Board?	YES 3	NO
<p>Comments:</p> <p>McCasland: What is in the total compensation and benefit package?</p> <p>Irwin: The President is doing an awesome job.</p> <p>McCarver: Contract negotiations were completed in June and approved at the June Board meeting.</p>		

SHADED ITEMS should be raised for discussion at the meeting.

Presenter : Patricia McCarver

Start Time : 2:08 PM

Item No : 21

Proposed By : Patricia McCarver

Time Req : 10

Proposed : 2/15/2016

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 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.

Attachments :

Title	Created	Filename
Qtrly Review.pdf	Jun 07, 2016	Qtrly Review.pdf

**Yavapai College District Governing Board
Meeting Self-Evaluation (Quarterly)**

Months of: March to May 2016

Date Completed: June 2016

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

1- Never 2- Rarely 3 - Some of the time 4- Most of the time 5 -Always	Brief comment of specific examples to support your response
The Board provided strategic leadership by focusing on ENDS <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input checked="" type="checkbox"/> 4 <input type="checkbox"/> 5	Our ends are so open-ended that the interpretations can be totally divergent from the original intent of the Board.
The Board communicated expectations through Executive Limitations and monitored the President's performance accordingly. <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5	The monitoring reports are so global and lack detailed responses. The Executive Limitations need more specificity.
The Board obtained and/or considered ownership input <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5	We receive the ownership input in a variety of ways, however, there seems to be the "don't tell us what to do" attitude.
The Board encouraged diversity of viewpoints <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5	We meet only once a month. We represent a diversity of owner's needs and concerns. There should be lively discussions at meetings. That is the only time we can all discuss items.
Decisions were made collectively <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input checked="" type="checkbox"/> 4 <input type="checkbox"/> 5	We all vote on the issues, but often there is very little discussion.
The Board was proactive and future-focused <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input checked="" type="checkbox"/> 4 <input type="checkbox"/> 5	Definitely the Board's role. Especially important in setting better defined ends statements.

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	Board focused on administrative/internal operations
<input type="checkbox"/>	<input checked="" type="checkbox"/>	2	Board involved in making decisions in areas already delegated to CEO
<input type="checkbox"/>	<input checked="" type="checkbox"/>	3	Decisions without whole ownership input, or led by a few vocal owners
<input checked="" type="checkbox"/>	<input type="checkbox"/>	4	Decisions without whole Board input, or led by a few vocal members
<input checked="" type="checkbox"/>	<input type="checkbox"/>	5	Board automatically approving decisions of individuals or committees without due consideration
<input type="checkbox"/>	<input checked="" type="checkbox"/>	6	Board focused on present and/or past
<input type="checkbox"/>	<input checked="" type="checkbox"/>	7	Board making reactive decisions rather than pro-active decisions

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

__ We should not be a rubber stamp board automatically approving any and all proposals of the administration. We are responsible for governing on behalf of and is accountable to the taxpayers of Yavapai County. We need to remember our role of acting as a link between the taxpayers and management, directing and regulating the organization on the taxpayers' behalf. In my opinion we need to spend more time and discussion on fulfilling this accountability by developing policies that govern the operations of the College, wisely delegate concise responsibilities to the President of the College and then hold her accountable for the delegated areas through a structured detailed monitoring process.

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

__ Examine the culture of our board. A culture that discourages dissent, degrades trust, or oppresses certain voices can lead to a board that makes poor decisions. A "culture of inquiry," on the other hand, promotes thoughtful decision making, even when the decisions are tough ones. I suggest that in a workshop setting we discuss

- * the type and effectiveness of our conversations at board meetings.
- * relationships between board members and Dr. Wills.
- * decision-making processes.

Presenter : Patricia McCarver

Start Time : 2:18 PM

Item No : 22

Proposed By : Patricia McCarver

Time Req : 10

Proposed : 2/15/2016

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 : 2:28 PM

Item No : 23

Proposed By : Patricia McCarver

Time Req : 0

Proposed : 2/15/2016

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 : POLICY ISSUES - HEADING

Details :

Attachments :

No Attachments

Presenter : Patricia McCarver

Start Time : 2:28 PM

Item No : 24

Proposed By : Patricia McCarver

Time Req : 10

Proposed : 3/23/2016

Item Type : Policy Information

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 : Executive Limitations Policy 2.3.2 Reserve Designations - INFORMATION AND/OR DISCUSSION

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

Attachments :

Title	Created	Filename
Reserve Designations.pdf	Jun 07, 2016	Reserve Designations.pdf

2.3.3 RESERVES

- 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.

- Benchmarks
 - Government Finance Officers Association
 - AZ Community Colleges Survey

- Recommendations
 - Increase Current Fund target to 16% over next 2 fiscal years
 - Modify FY17 Budget to reflect we will NOT transfer \$2M to Plant Fund
 - Do not change Plant Fund target

Presenter : Patricia McCarver **Start Time :** 2:38 PM **Item No :** 25
Proposed By : Patricia McCarver **Time Req :** 0
Proposed : 3/23/2016 **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 :** 2:38 PM **Item No :** 26
Proposed By : Patricia McCarver **Time Req :** 15
Proposed : 3/23/2016 **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 Legislative Changes by the Board's Legal Counsel, Lynne Adams - INFORMATION AND/OR DISCUSSION

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

- Recap of legislative changes to the statutes that govern community colleges and their boards

Attachments :

Title	Created	Filename
Statutes.pdf	Jun 06, 2016	Statutes.pdf

Legislative Changes to Community College Statutes



**Lynne C. Adams
Osborn Maledon**

June 14, 2016

Expenditure Limitation



- **SB1322: Changes expenditure limitation calculations.**
 - Top priority for community colleges this year.
 - Excludes funds received from “entrepreneurial and commercial activities” from expenditure limitation.
 - Excludes “auxiliary fees” from expenditure limitation.
 - Increases weight of CTE students in expenditure limitation.
 - Allows governing boards to refer a reset of the expenditure limitation base to voters. Referral requires a super-majority vote of the governing board—2/3 of voting members.

Tax Levy Increases



- **SB 1523: Limits tax levy increases.**
 - Tax levy increases must be less than 15% in any year *unless* the Governing Board is unanimous in approving the increase.
 - Motivated by Central Arizona College's 21% increase last year.

Free Speech Zones



- **HB 2548: Allows students and the Attorney General to sue to enforce free speech rights.**
 - Clarifies that places where students can speak include both “traditional public forums” and “designated public forums,” both outside and inside buildings if they are open to students for expression.
 - Community colleges and universities must pay attorneys’ fees and costs if they lose.
 - Lawsuit must be brought within one year.

Free Speech Zones, part 2



- **HB 2615: Limits restrictions on areas where students may exercise free speech rights.**
 - Allows colleges to place limits, but they must:
 - be reasonable,
 - be justified without reference to the content of the regulated speech,
 - be narrowly tailored to serve a significant governmental interest,
 - leave open ample alternative channels for communication of the information.
 - Confirms that colleges can limit places of student speech using “reasonable time, place and manner restrictions.”

Charter Schools



- **HB2190: Permits all community college districts to sponsor charter schools.**
 - Used to be limited to those colleges with more than 15,000 FTES (Maricopa and Pima).
 - If you decide to sponsor charter schools, you are required to comply with certain requirements for sponsors, including establishing performance metrics, completing 5 year reviews, submitting annual reports to the Auditor General, establish procedures and standards for revocation and renewal. A.R.S. § 15-183.

Military Academic Credits



- **SB 1267: College credits may be awarded to former and current members of the military.**
 - Community college governing boards must develop policies that award academic credits for military service.
 - Credits can be applied to credits required for an associate degree.
 - Policies must take into account the length of time in military service and “the skills, knowledge and competencies” acquired during military service.

Deadly Weapons



- **HB 2338: Clarifies that deadly weapons can be carried on public right-of-ways.**
 - Law already requires governing boards to establish rules to maintain public order on campuses. A.R.S. § 13-2911(D).
 - New law clarifies that those rules cannot restrict right to possess or carry a deadly weapon on a public right-of-way (for example, sidewalks), either on person or in a car.
 - Weapons that are carried on a campus in violation of the college's rules cannot now be destroyed.
 - This bill was a response to the proliferation of university buildings in downtown Phoenix.

Enrollment Limits



- **HB 2634: State agencies other than community colleges and the Board of Regents may not limit enrollment in educational programs.**
 - A response to the State Nursing Board's attempts to set caps on the number of students matriculating with nursing degrees.
 - Still allows community college boards to set quality and other requirements for programs.
 - Does not interfere with any limits related to facility capacity.

Failed Efforts



- **Firearms.** HB 2072 would have prohibited colleges and universities from adopting or enforcing any rule or policy restricting students or faculty from carrying firearms on campus.
- **Reduction of reports.** HB 2244 would have removed certain reporting requirements for community colleges and requirements for lease-purchase agreements.
- **Fees.** HB 2295 would have prohibited colleges from charging fees to non-profit organizations for the use of athletic facilities.

Presenter : Patricia McCarver

Start Time : 2:53 PM

Item No : 27

Proposed By : Patricia McCarver

Time Req : 0

Proposed : 2/15/2016

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 (CONTINUED) - HEADING

Details :

Attachments :

No Attachments

Presenter : Patricia McCarver

Start Time : 2:53 PM

Item No : 28

Proposed By : Patricia McCarver

Time Req : 10

Proposed : 4/22/2016

Item Type : Information 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 : Ownership Linkage Plan Quarterly Update - INFORMATION, DISCUSSION, AND/OR DECISION

Details : The Board will review the quarterly status report of the 2015-2016 Ownership Linkage Plan and identify further ownership linkage as needed:

- Annual Report
- Webpage Survey
- Focus Forums

Attachments :

Title	Created	Filename
Ownership linkage plan 2nd quarterly update.pdf	Jun 07, 2016	Ownership linkage plan 2nd quarterly update.pdf

OWNERSHIP LINKAGE PLAN QUARTERLY UPDATE

PURPOSE

The Board has committed itself to being the link with the owners of Yavapai College whom it has defined as “the residents of Yavapai County and those who are affected by Yavapai College.” The Board will connect with Owners through in person meetings, public presentations, topic specific forums, focus groups, and quantitative and/or qualitative research.

Ownership Linkage Tools and Techniques	
2015-2016 Annual Plan	News Releases
	Monthly Meetings (held in various locations within the county) Open Call Educational Presentations Video Recordings on Channel 13 and the Website
	Website includes: Minutes and agendas Online comments News and Information
	Verde Valley Board Advisory Committee
	Community Outreach Communication (bi-annual letter)
	“How the Board Works” brochure
	Annual Report
	Board Liaisons for AADGB, ACCT, VVBAC, YC Foundation
	Budget process
	Voter Feedback through the Election process
	Focus groups

DISTRICT GOVERNING BOARD 2015 ANNUAL REPORT

The District Governing Board 2015 Annual Report has been completed, with electronically distribution in February 2016 to include Yavapai County municipalities, government agencies, strategic partners, school districts, and various civic groups. A hard copy distribution also includes all District Governing Board meetings, focus forums, community outreach presentations, and other applicable gatherings.

DISTRICT GOVERNING BOARD WEBPAGE SURVEY

The District Governing Board Web Survey was highlighted on the YC home Webpage for 8 weeks, and featured the following Ownership Linkage question:

ARE THERE PARTICULAR EDUCATIONAL, ECONOMIC, CULTURAL NEEDS OR ISSUES YOU WOULD LIKE YAVAPAI COLLEGE TO ADDRESS?

Summary of Feedback

Fifteen responses were received (operational concerns were forwarded to the appropriate division)

- Please stop VVBAC from splitting the college. Current Administration is doing a wonderful both with the academic and financial health of the College.
- The Verde Valley Campus needs a Bookstore
- Promote high school students taking YC classes
- Concerned about the water resources needed for the vineyard.
- Better scheduling of classes to meet student needs
- More classes offered at the Prescott Valley location
- Better marketing and outreach to promote the College programs, events, and campuses/sites
- Better connection with Verde Valley high schools (on-site advising, recruiting, and courses)
- Strengthen relationship with Yavapai Nation
- Succession Plan for the Foundation Leadership
- Strong Verde Valley programs (equine, culinary, hospitality)
- Support separate administrative districts based on property taxes
- Better Verde Valley Campus signage
- Create a Developmental Disabilities training program
- Fifty year anniversary will be a great marketing tool

The next 8 weeks will highlight the following Ownership Linkage question:

WHAT SHOULD YC'S FOCUS BE SO THAT OUR STUDENTS AND THE COLLEGE ARE SUCCESSFUL?

FOCUS FORUMS

The District Governing Board has requested a Focus Forum Recap at the August Board meeting, from Dennis Garvey, Facilitator. The Focus Forums that were completed on April 20, 2016, and each Forum included 6 to 8 participants for a 90 minute session to acquire the participants' preferences, recommendations, and insights related to the long term expectations and values of Yavapai College. The Forums were conducted at the following locations and dates:

Location	Date	Time
District 1: Prescott Campus	Wednesday, April 20, 2016	2 to 3:30 pm
District 2: Town of Dewey-Humboldt Meeting facilities	Thursday, March 3, 2016	2 to 3:30 pm
District 3: Verde Valley Campus	Wednesday, March 16, 2016	2 to 3:30 pm
District 4: Chino Valley Center	Thursday, April 7, 2016	2 to 3:30 pm
District 5: Prescott Valley YC/NAU	Wednesday, February 10, 2016	2 to 3:30 pm

Presenter : Patricia McCarver

Start Time : 3:03 PM

Item No : 29

Proposed By : Patricia McCarver

Time Req : 10

Proposed : 4/22/2016

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 September 2016 District Governing Board Retreat -
DISCUSSION AND/OR DECISION

Details : Board members will discuss the planning of the September 2016 District Governing Board Retreat:

- Facilitator
- 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)

Attachments :

No Attachments

Presenter : Patricia McCarver

Start Time : 3:13 PM

Item No : 30

Proposed By : Patricia McCarver

Time Req : 5

Proposed : 2/15/2016

Item Type : Information Item

Policy No.	Description	Ref No
3.5.5	<p>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:</p> <ul style="list-style-type: none"> 1) Foundation Liaison 2) AADGB Representative 3) Board Spokesperson 	560681

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

Details : Association of Community College Trustees (ACCT) - Ray Sigafos

Arizona Association for District Governing Boards (AADGB) - Ray Sigafos

Verde Valley Board Advisory Committee (VVBAC) - Al Filardo

Yavapai College Foundation - Dr. Patricia McCarver

Attachments :

Title	Created	Filename
VVBAC Approved Minutes April 20.pdf	May 11, 2016	VVBAC Approved Minutes April 20.pdf

Verde Valley Board Advisory Committee

Yavapai College
Verde Valley Campus - Building M, Room 202
601 Black Hills Drive, Clarkdale, AZ 86324

April 20, 2016
8:30 AM

VVBAC Members present:

Mr. Bill Regner, Vice Chair, Clarkdale
Ms. Janet Aniol, D2 Unincorporated
Ms. Carolyn Fisher, D3 Unincorporated
Ms. Lisa Sandoval, Yavapai-Apache Nation
Mr. Randy Garrison, Cottonwood
Mr. Steve King, Camp Verde

VVBAC Members absent:

Mr. Paul Chevalier, Chair, Sedona

DGB Members present:

Mr. Al Filardo, D3, VVBAC Liaison to DGB
Ms. Deb McCasland, D2

College employees present:

Ms. Alexandra Helm, Administrative Coordinator, Verde Valley Campus

I. Call to Order

Meeting called to order at 8:27 a.m. with Vice Chair Regner presiding. A quorum was present. Vice Chair Regner recognized members present as well as DGB Member McCasland and guests seated in audience.

II. Approval of Meeting Minutes March 2, 2016

On a motion by Member Garrison, with second by Member King, minutes of March 2, 2016 were unanimously approved.

III. Member Updates

1. Vice Chair Regner welcomed new VVBAC member, Lisa Sandoval. At Vice Chair Regner's request, Member Sandoval described her heritage, background and her position within the higher education department of the Yavapai-Apache Nation.
2. Vice Chair Regner asked DGB Filardo report on our request for representatives of College Marketing and Recruitment to speak to the Committee.

The committee discussed dates appropriate for a presentation.

ACTION: DGB Filardo will request to have the both college departments present at the May 11 meeting.

3. Update on Camp Verde Town Hall – Steve

Member King updated the committee on the April 4 – Camp Verde Town Forum held on April 4. Member King read a draft statement of thank you. He also provided a handout which was a brief outline of the conversation and he described the forum discussions. Member King stated another forum is being scheduled by Town of Camp Verde Mayor German.

ACTION: Vice Chair Regner asked Member King to draft a recommendation in support of Verde Valley College for Kids and to present more information regarding this summer program at the next meeting.

4. Sedona City Council Presentation on March 22 from Dr. Ewell – Randy

Member Garrison reported on the presentation by Dr. Ewell. DGB Filardo stated most of what is being done, such as the college’s “state of the union”, is as a result of the work the committee is doing; i.e., they are responding.

5. Reminder that questionnaires are due from participants by May 1. Send yours (hopefully 20 or more) by e-mail to Al and he will distribute them back to committee for discussion at May meeting before the VVBAC submits them to YCDGB.

Member Garrison stated there has been little response to the on-line questionnaire. Vice Chair Regner reminded the members to follow-up with their constituents.

III. Verde Valley Forum

Verde Valley Forum representative, Dick Dahl, provided hand-outs and presented an overview of the upcoming 2016 Verde Valley Forum, which is being held in collaboration with the AZ Town Hall and will be hosted by the Yavapai-Apache Nation.

IV. Cottonwood/Vicinity Town Hall?

Member Garrison and Vice Chair Regner discussed the possibilities in terms of time and place for an “Upper Verde” Town Hall, which would include all surrounding areas. They are tentatively looking at the 4th week of May and will report their progress at the next meeting.

V. VVBAC Open Call?

Yes/No and if so how?

Member Garrison Randy introduced the item to have an open call in order to allow the community to share topics and issues. The committee discussed whether to have the open call at the beginning or end of the meeting and the length of the open call.

MOTION: Member Garrison made a motion to have the open call at the end of each meeting with a total allocated time of ten minutes with two minutes per person. The motion was seconded by Member Fisher. Motion passed unanimously.

Gathering Community feedback with the following focus:

- What do you value about YC?
- How does YC meet the educational, economic, and cultural needs of our communities?
- What do you believe will be the most significant challenges facing YC (higher education) in the next 5 years?
- Are there particular needs/issues you would like YC to address?

VI. Possible recommendations to the Governing Board

Vice Chair Regner read the items and introduced the discussion by asking whether the committee wanted to discuss any of the items and make any recommendations.

1. **Alternative models for Foundation presence in the Verde Valley**

The committee discussed various ways in which to go about developing a foundation in the Verde Valley.

ACTION: Member Garrison will develop a proposal for a foundation structure for the Verde Valley to be discussed at the next meeting.

2. **Add a YC-DGB End that a minimum percentage of the money collected in the Verde Valley through taxes, tuition, fees and other means be spent on the education in the Verde Valley on average of any each 5 year period.**

DGB member Filardo suggested the committee focus on equity as opposed to dictating a percentage and ask for an equity report.

ACTION: Chair Chevalier and Vice Chair Regner will reword this possible recommendation for a perspective of equity rather than percentage.

3. **Put in place a way to insure the sustainability of the Sedona culinary arts and hospitality programs being developed.**

After brief discussion of this possible recommendation, no action was taken other than to possibly incorporate it into another existing possible recommendation.

4. **Engage an independent consultant to review the administration's marketing analysis regarding the viability of culinary arts and hospitality.**

DGB Filardo announced the Sedona Culinary and Hospitality Programming Committee will present to Deans Garvey and Perey on how they want to move forward. He suggested the committee may wish to attend the meeting. DGB Filardo suggested the committee consider requesting whether the college has a model for program strategy and tactics. After discussion, the committee agreed to place the possible recommendation on a future meeting agenda.

The committee also agreed to place on its next agenda the following: Recommendation to hire an independent consultant to look at three options: 1) viability of a separate Verde Valley administrative college; 2) look into the possibility of having a Verde Valley community and education advocate; 3) review the college's past actions and future plans as a result of reaction to the voice of the community and the Verde Valley District Governing Board Advisory Committee.

Gathering Community feedback with the following focus:

- *What do you value about YC?*
- *How does YC meet the educational, economic, and cultural needs of our communities?*
- *What do you believe will be the most significant challenges facing YC (higher education) in the next 5 years?*
- *Are there particular needs/issues you would like YC to address?*

- 5. Note: In addition in May, our committee VVBAC will discuss the College's latest 2015-19 Strategic Plan response to our first 15 recommendations.**

ACTION: Member Aniol will send an email to Vice Chair Regner with an additional possible recommendation regarding the nursing program.

VII. Future Meeting Schedule

W May 11 8:30 a.m. M-137

W June 8 8:30 a.m. M-137

The committee agreed to add an agenda item: Upper Verde Forum - discussion (date not yet set) and future meeting dates and locations

W July 13 8:30 a.m.

ACTION: Member Fisher will find a meeting room located in the Big Park area for consideration.

Possible location for a future meeting: Yavapai-Apache Clarkdale Learning Center

VIII. Adjourn

Hearing no objection, meeting adjourned at 10:28 a.m.

Gathering Community feedback with the following focus:

- *What do you value about YC?*
- *How does YC meet the educational, economic, and cultural needs of our communities?*
- *What do you believe will be the most significant challenges facing YC (higher education) in the next 5 years?*
- *Are there particular needs/issues you would like YC to address?*

Presenter : Patricia McCarver

Start Time : 3:18 PM

Item No : 31

Proposed By : Patricia McCarver

Time Req : 0

Proposed : 2/15/2016

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

Start Time : 3:18 PM

Item No : 32

Proposed By : Patricia McCarver

Time Req : 5

Proposed : 2/15/2016

Item Type : Information Item

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

Start Time : 3:23 PM

Item No : 33

Proposed By : Patricia McCarver

Time Req : 5

Proposed : 2/15/2016

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

Details : The Board will discuss the Proposed Dates and Places of Future Meetings for Fiscal Year 2016 - 2017.

Attachments :

Title	Created	Filename
FY16-17- Proposed Dates and Places of Future Meetings.pdf	May 19, 2016	FY16-17- Proposed Dates and Places of Future Meetings.pdf

PROPOSED DATES AND PLACES OF FUTURE MEETINGS – FY 2016-2017

TYPE OF MEETING	DATE/DAY/TIME/LOCATION
JULY 2016 – NO BOARD MEETING	
Regular Board Meeting	August 9, 2016, Tuesday, 1:00 p.m. Location: Prescott Campus – Rock House
Board Retreat	September TBD, 2016, 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: Prescott Campus – Rock House
Regular Board Meeting	November 8, 2016, Tuesday, 1:00 p.m. Location: Verde Valley Campus - Bldg. M, Rm 137
Regular Board Meeting	December 13, 2016, Tuesday, 1:00 p.m. Location: Prescott Campus – Rock House
Regular Board Meeting	January 10, 2017, Tuesday, 1:00 p.m. Location: Prescott Campus – Rock House
Annual Board Retreat	February 2017 – TBD Location: Prescott Campus – Rock House
Regular Board Meeting	February 14, 2017, Tuesday, 1:00 p.m. Location: Prescott Campus-Rock House
Regular Board Meeting*	March 7, 2017, Tuesday, 1:00 p.m. Location: Verde Valley Campus, Room M-137
Regular Board Meeting**	April 18, 2017, Tuesday, 1:00 p.m. Location: Prescott Valley Center Rm110/111
Regular Board Meeting	May 9, 2017, Tuesday, 1:00 p.m. Location: Prescott Campus, Multi-Purpose Room 3-119
Regular Board Meeting	June 13, 2017, Tuesday, 1:00 p.m. Location: Prescott Campus-Rock House

*March change due to Spring Break March 12-18, 2017

**April potential change - request of Board Member

DATES AND PLACES OF EVENTS – FY 2016-2017

TYPE OF EVENT	DATE/DAY/TIME/LOCATION
Association of Community College Trustees (ACCT) Governance Institute for Student Success (GISS)	September 9, 2016 Location: Tempe, AZ
Association of Community College Trustees (ACCT) Leadership Congress	October 5 – October 8, 2016 Location: New Orleans, LA
Northern Arizona Regional Training Academy (NARTA) Commencement	December 8, 2016, Thursday – 11:00 a.m. Location: Prescott Campus – Performing Arts Center
Nursing Pinning Ceremony	December 9, 2016, Friday – 3:00 p.m. Location: Prescott Campus – Performing Arts Center
Northern Arizona Regional Training Academy (NARTA) Commencement	May 4, 2017, Thursday – 11:00 a.m. Location: Prescott Campus – Performing Arts Center
Verde Valley Commencement	May 5, 2017, Friday, 6:00 p.m. Location: Verde Valley Campus
Nursing Pinning Ceremony	May 6, 2017, Saturday, 1:00 p.m. Location: Prescott Campus – Performing Arts Center
Prescott Commencement	May 6, 2017, Saturday, 6:00 p.m. Location: Prescott Campus – Performing Arts Center

Presenter : Patricia McCarver

Start Time : 3:28 PM

Item No : 34

Proposed By : Patricia McCarver

Time Req : 1

Proposed : 2/15/2016

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