



Yavapai College District Governing Board

Presidential Search Special Meeting In Accordance with A.R.S §15-1461.01(A) Approved Minutes of Special Meeting Wednesday, May 23, 2018 1:00 PM

Prescott Campus – Building 32, 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:

Mr. Ray Sigafoos, Chair
Mr. Steve Irwin, Secretary –left the meeting at 2:40 p.m.; returned at 2:50 p.m.
Dr. Patricia McCarver, Board Member
Dr. Connie Harris, Board Member – attending via Zoom (video conferencing)
Ms. Deb McCasland, Board Member

Administration Present:

Dr. Penelope H. Wills, President - left the meeting at 2:41 a.m. Lynne Adams, Board Attorney

1. CALL TO ORDER – HEADING

2. Call to Order - PROCEDURAL

Chair Sigafoos called the Special Meeting to order at 1:00 p.m.

3. Adoption of Agenda - DECISION

Chair Sigafoos welcomed all guests and staff, and introduced Dr. Pam Fisher, Senior Associate for Association of Community College Trustees.

Member McCarver moved, seconded by Member Harris, to adopt the agenda as written. Motion carried unanimously (Irwin, Harris, McCasland, McCarver, Sigafoos voting in favor).

4. OWNERSHIP LINKAGE – HEADING

5. Consideration of the Association of Community College Trustees (ACCT) Agreement to Provide Comprehensive Services for the Presidential Search - DISCUSSION AND/OR DECISION

Chair Sigafoos moved, seconded by Member Harris, to approve the Association of Community College Trustees (ACCT) Agreement. Motion carried unanimously (Irwin, Harris, McCasland, McCarver, Sigafoos voting in favor).

6. Presidential Search Process - DISCUSSION AND/OR DECISION

Dr. Pam Fisher, Senior Associate Consultant from ACCT, led the discussion of the Presidential Search to include the following:

- Presidential Search Process
- Position Profile Development
- Recruitment
- Candidate Evaluation and Selection

7. Presidential Search Timeline - DISCUSSION AND/OR DECISION

Dr. Fisher led the review and discussion of the Presidential Search timeline.

Member Sigafoos moved, seconded by Member Harris, to adopt the Presidential Search Process and Timeline as presented. Motion carried unanimously (Irwin, Harris, McCasland, McCarver, Sigafoos voting in favor).

8. Composition of Presidential Search Committee - DISCUSSION AND/OR DECISION

Dr. Fisher led the discussion of the composition of the Presidential Search Committee.

Member Sigafoos moved, seconded by Member McCarver, to nominate Member Harris to serve on the Presidential Search Committee. Motion carried with 3 yes votes and 2 no votes (Harris, McCarver, Sigafoos voting in favor and Irwin, McCasland voting against).

Member McCasland moved, seconded by Member Irwin, to nominate Member McCasland to serve on the Presidential Search Committee. Motion failed with 2 yes votes and 3 no votes (Irwin, McCasland voting in favor, and Harris, McCarver, Sigafoos voting against).

Member McCasland moved, seconded by Member Irwin, to change the search committee composition to include three (3) Board members to serve on the Presidential Search Committee. Motion failed with 2 yes votes and 3 no votes (Irwin, McCasland voting in favor, and Harris, McCarver, Sigafoos voting against).

Member Sigafoos moved, seconded by Member Irwin, to authorize Member McCarver and Member Harris to invite members to serve on the search committee, and adopt the following composition of the search committee: 2 Board members, 3 community members (nominated by the Board members), 1 Foundation member, 2 students, 3 faculty

members to include 1 adjunct faculty, 3 staff, 3 administrators, and diversity apply to the selection of all members with emphasis on Verde Valley. Motion carried unanimously (Irwin, Harris, McCasland, McCarver, Sigafoos voting in favor).

Board members will submit nominations for the community members to the Board Secretary by May 25, 2018.

Staff will compile a list of nominated Search Committee Members and suggested students.

9. Develop Presidential Profile - DISCUSSION AND/OR DECISION

Dr. Pam Fisher led the discussion of the Presidential Profile.

Member Sigafoos moved, seconded by Member McCarver, to adopt the Minimum Presidential Profile as presented with amendment to item #2 to include significant "successful" senior level administrative experience. Motion carried unanimously (Harris, McCasland, McCarver, Sigafoos voting in favor and Irwin absent).

10. ADJOURNMENT OF BOARD RETREAT - PROCEDURAL

Member Sigafoos moved, seconded by Member McCarver, to adjourn the meeting. Motion carried unanimously (Irwin, Harris, McCasland, McCarver, Sigafoos voting in favor).

Board Retreat adjourned at 2:51 p.m.

Respectfully submitted:

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

Date: September 11, 2018

_____/S/_____
Mr. Ray Sigafoos, Chair

_____/S/_____
Mr. Steve Irwin, Secretary

*Board agenda, packet materials, handouts from meeting are on file in the District Office and posted on the College website: www2.yc.edu.
The mission of Yavapai College is to provide cost-effective, convenient learning opportunities for the diverse populations of Yavapai County.*