



Yavapai College District Governing Board
Board Retreat

Approved Minutes of Board Retreat

Monday, September 10, 2018

9:00 AM

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

Members Present:

Mr. Ray Sigafoos, Chair

Dr. Connie Harris, Board Member

Ms. Deb McCasland, Board Member

Dr. Patricia McCarver, Board Member

Absent:

Mr. Steve Irwin, Secretary

Guests:

A.J. Crabill, Deputy Commissioner for Governance for the Texas Education Agency

Administration Present:

Dr. Penelope H. Wills, President

Dr. Ron Liss, Vice President for Instruction and Student Development

Dr. Clint Ewell, Vice President for Finance and Administrative Services

Dr. James Perey, Executive Dean/Campus Executive Officer for Verde Valley Campus

Mr. Rodney Jenkins, Vice President for Community Relations, arrived at 1:01 p.m.

Dave Garner, Board Attorney

Other staff attending are on file in the District Office

1. CALL TO ORDER - HEADING

2. Call to Order – PROCEDURAL

Chair Sigafoos called the Yavapai College District Governing Board meeting to order at 9:02 a.m.

3. Welcome to Guests and Staff – PROCEDURAL

Chair Sigafoos welcomed all guests and staff, and introduced A.J. Crabill, Deputy Commissioner for Governance for the Texas Education Agency.

4. Adoption of Agenda – DECISION

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

5. OWNERSHIP LINKAGE - HEADING

6. 2018 Environmental Scan - INFORMATION, DISCUSSION, AND/OR DECISION (Refer to *Environmental Scan* handout and Power Point.)

Dr. Tom Hughes, Director of Institutional Effectiveness and Research, provided an environmental scan to include trends and challenges of higher education.

7. SHORT RECESS - PROCEDURAL

Meeting recessed at 9:45 a.m.; reconvened at 9:58 a.m.

8. Review of Yavapai College District Governing Board Role and Responsibilities; Effective Board Members; and Best Practices - INFORMATION AND/OR DISCUSSION

AJ Crabill, Deputy Commissioner for Governance for the Texas Education Agency, led the Board in a discussion of Board role and responsibilities, effectiveness, and best practices. Discussion included the following:

- What is Yavapai College’s purpose:
 - Provide a trained workforce
 - Provide higher education for Yavapai County
 - Create an educated populous
 - Educate and train Yavapai County residents
 - Create a better future for our students
 - Improve quality of life and community engagement
 - Student success
 - Improve the quality of life
- Name one indicator that will measure success of this purpose:
 - Completions of certificates and degrees
 - Student success rate beyond YC (transfer and workforce)
 - Completion of the student’s goal
 - Course completion at a “C” or better
 - Enrollment rates
 - Retention rates
- How focused am I on YC’s purpose:
- How focused is the Board
- How focused is the College

- At the last meeting how was time distributed with the following:
 - Inputs – Resources
 - Outputs – Mid measurements – set by the President (monitoring reports)
 - Outcomes – Student results – set by the President (what they know and are able to do)
 - Outcomes – Other results – set by the Board (taxes, evaluations, financial responsibility)

9. RECESS AND LUNCH - PROCEDURAL

Meeting recessed at 12:19 p.m.; reconvened at 1:01 p.m.

10. OWNERSHIP LINKAGE (CONTINUED) – HEADING

11. Review of Yavapai College District Governing Board Role and Responsibilities; Effective Board Members; and Best Practices - INFORMATION AND/OR DISCUSSION

AJ Crabill continued the discussion of Board role and responsibilities, effectiveness, and best practices.

- Reviewing Monitoring Reports regarding reasonable interpretation and evidence.
- Ownership Linkage – inputs and outputs selected by the President, and outcomes selected by the Board. Possible ownership linkage tools include educate owners of how we govern and why, district board school, communication from the Board, town halls, and random sample survey.

12. SHORT RECESS - PROCEDURAL

Meeting recessed at 3:52 p.m.; reconvened at 4:10 p.m.

13. OWNERSHIP LINKAGE (CONTINUED) – HEADING

14. Results of the District Governing Board 2017-2018 Ownership Linkage Plan - INFORMATION AND/OR DISCUSSION

The Board received results of the 2017-2018 Ownership Linkage Plan, which provided ownership feedback/input for both Ends Review and the FY18-19 Ownership Linkage Planning.

- Rodney Jenkins, Vice President for Community Relations, and Dennis Garvey, Dean of Lifelong Learning, presented the preliminary results of the District Governing Board Ownership Community Forums (refer to *Community Forum* handout and Power Point).
- Other Ownership Linkage Tools/Techniques included monthly Board Regular meetings – Open Call, website questions, Board Liaisons for AACGB and YC Foundation, and Annual Report.

15. Develop the 2018-2019 Ownership Linkage Plan - INFORMATION, DISCUSSION, AND/OR DECISION

Ownership Linkage Tools/Techniques
News Releases
Monthly Meetings (various locations) Open Call Educational Presentations Video Recordings on Channel 13 and the Website
Website – Minutes and agendas Online comments News and Information
Brochures/Information on “How the Board Works”
Board Liaisons for AACCT and YC Foundation
Community Outreach Newsletters (bi-annual)
Annual Report
Budget process and adoption
Forums (outlying communities)
Follow-up communication to the 2018 Community Forums
Community Survey (suggested to be conducted every 3 rd year 2017/2020/2023)

Member McCarver moved, seconded by Member Harris, to adopt the 2018-19 Ownership Linkage Plan as proposed. Motion carried unanimously (Harris, McCasland, McCarver, Sigafoos voting in favor).

16. Review of the Board's Annual Calendar- INFORMATION, DISCUSSION, AND/OR DECISION

The Board did not complete due to time restraints.

17. Summary of September 11, 2017 Retreat - DISCUSSION AND/OR DECISION

The Board did not complete due to time restraints.

18. ADJOURNMENT OF BOARD RETREAT - PROCEDURAL

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

Board Retreat adjourned at 4:58 p.m.

Respectfully submitted:

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

_____/S/_____
Mr. Ray Sigafoos, Chair

Date: October 9, 2018

_____/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.