



**Special Meeting
Agenda Summary
District Governing Board Special Meeting
Wednesday, December 19, 2018
3:00 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, A.3 and A.4, 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 the Executive Assistant 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 | 3:00 PM | 822491 |
| 2 | Call to Order - PROCEDURAL | 0 | 3:00 PM | 822492 |
| 3 | Adoption of Agenda - DECISION | 1 | 3:00 PM | 822496 |
| 4 | POLICY - HEADING | 0 | 3:01 PM | 822531 |
| 5 | Update on Presidential Contract - INFORMATION, DISCUSSION AND/OR DECISION | 10 | 3:01 PM | 822522 |
| 6 | Appointment of Interim President - INFORMATION, DISCUSSION AND/OR DECISION | 10 | 3:11 PM | 822529 |
| 7 | INFORMATION - HEADING | 0 | 3:21 PM | 822837 |
| 8 | District Governing Board Dates and Places of Future Meetings - INFORMATION, DISCUSSION AND/OR DECISION | 5 | 3:21 PM | 822838 |
| 9 | ADJOURNMENT OF REGULAR MEETING - PROCEDURAL | 1 | 3:26 PM | 822526 |

Presenter : Ray Sigafoos

Start Time : 3:00 PM

Item No : 1

Proposed By : Barbara Robinson

Time Req : 0

Proposed : 12/10/2018

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 : Ray Sigafoos

Start Time : 3:00 PM

Item No : 2

Proposed By : Barbara Robinson

Time Req : 0

Proposed : 12/10/2018

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 : Ray Sigafoos

Start Time : 3:00 PM

Item No : 3

Proposed By : Barbara Robinson

Time Req : 1

Proposed : 12/10/2018

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 : Ray Sigafoos

Start Time : 3:01 PM

Item No : 4

Proposed By : Ray Sigafoos

Time Req : 0

Proposed : 12/10/2018

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 - HEADING

Details :

Attachments :

No Attachments

Presenter : Ray Sigafoos

Start Time : 3:01 PM

Item No : 5

Proposed By : Barbara Robinson

Time Req : 10

Proposed : 12/10/2018

Item Type : Decision Item

| 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 : Update on Presidential Contract - INFORMATION, DISCUSSION AND/OR DECISION

Details : Chair Ray Sigafoos, will announce the final terms (if available) of the Presidential Employment Agreement with Dr. Lisa Rhine, Yavapai College President.

Attachments :

No Attachments

Presenter : Ray Sigafoos

Start Time : 3:11 PM

Item No : 6

Proposed By : Ray Sigafoos

Time Req : 10

Proposed : 12/10/2018

Item Type : Policy & Decision

| Policy No. | Description | Ref No |
|------------|--|--------|
| 4.7 | <p>In order to protect from sudden loss of Presidential services, the President shall have a Succession Plan with at least one other senior staff person familiar with Board and Presidential issues and processes.</p> <p>When the President is absent or unavailable, the Vice President for Instruction and Student Development; Vice President for Finance and Administrative Services; or Vice President for Community Relations; will be empowered to act by the President prior to the absence. When the President is physically incapacitated or unexpectedly absent for a long period of time, the Board shall appoint one of the three vice presidents as Acting President during the President's absence. The President's whereabouts shall be available through the President's executive assistant and known by the Vice President for Instruction and Student Development; Vice President for Finance and Administrative Services; and Vice President for Community Relations.</p> | 726677 |

Description : Appointment of Interim President - INFORMATION, DISCUSSION AND/OR DECISION

Details : The Board will appoint an Interim President until the arrival of the new President, Dr. Lisa Rhine.

Attachments :

No Attachments

Presenter : Ray Sigafoos

Start Time : 3:21 PM

Item No : 7

Proposed By : Ray Sigafoos

Time Req : 0

Proposed : 12/12/2018

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 : Ray Sigafoos

Start Time : 3:21 PM

Item No : 8

Proposed By : Ray Sigafoos

Time Req : 5

Proposed : 12/12/2018

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 - INFORMATION, DISCUSSION AND/OR DECISION

Details : The Board will discuss dates and places of future meetings:

- January 15 for Budget Workshop at 9 am and Regular Meeting at 1:00 pm
- Board/President Retreat to be schedule last of February or first of March

Attachments :

| Title | Created | Filename |
|---|--------------|---|
| FY18-19 Dates and Places of Future Meetings.pdf | Dec 12, 2018 | FY18-19 Dates and Places of Future Meetings.pdf |

DATES AND PLACES OF FUTURE MEETINGS – FY 2018-2019

| TYPE OF MEETING | DATE/DAY/TIME/LOCATION |
|--|--|
| JULY 2018 – NO BOARD MEETING | |
| Special Board Meeting | August 27, 2018, Monday, 4:00 p.m. Location: Prescott Campus – Rock House |
| Board Retreat | September 10, 2018, Monday, 9:00 a.m. Location: Prescott Campus – Rock House |
| Regular Board Meeting | September 11, 2018, Tuesday, 1:00 p.m. Location: Prescott Campus – Rock House |
| Regular Board Meeting | October 9, 2018 Tuesday, 1:00 p.m. Location: Verde Valley Campus – M-137 |
| Regular Board Meeting | November 13, 2018, Tuesday, 1:00 p.m. Location: Prescott Campus – Rock House |
| Presidential Search – Open Forums Presidential Search – Executive Session | December 4, 2018, Tuesday – Various Times Location - Verde Valley Campus M-137 Prescott Campus – 19-147 December 5, 2018, Wednesday – 8:00 a.m. Location: Prescott - Prescott Resort |
| Presidential Search – Executive Session | December 6, 2018, Thursday – 1:00 p.m. Location – Prescott Campus – Rock House |
| DECEMBER 2018 – NO REGULAR BOARD MEETING | |
| Board Budget Workshop | January 15, 2019, Tuesday 9:00 a.m. Location: Prescott Campus – Rock House |
| Regular Board Meeting* | January 15, 2019, Tuesday, 1:00 p.m. Location: Prescott Campus – Rock House |
| Regular Board Meeting | February 12, 2019, Tuesday, 1:00 p.m. Location: Prescott Campus-Rock House |
| Board/President Retreat | March 4, 2019 – Monday, 9:00 a.m. Location: Prescott Campus – Rock House |
| Regular Board Meeting* | March 5, 2019, Tuesday, 1:00 p.m. Location: Verde Valley Campus, Room M-137 |
| Regular Board Meeting* | April 16, 2019, Tuesday, 1:00 p.m. Location: Prescott Campus – Rock House |
| Regular Board Meeting | May 14, 2019, Tuesday, 1:00 p.m. Location: Prescott Campus, Community Room 19-147 |
| JUNE 2019 NO REGULAR BOARD MEETING | |

*January meeting changed due to Semester Break; March due to Spring Break; April at Board Request.

Rev. 11/15/18

DATES AND PLACES OF EVENTS – FY 2018-2019

| TYPE OF EVENT | DATE/DAY/TIME/LOCATION |
|--|---|
| Community Forum | August 16, 2018, Thursday – 1:00 p.m. Location: Prescott Campus, Room 32-119 |
| Community Forum | August 17, 2018, Friday – 10:00 a.m. Location: Verde Valley Campus, Room G-106 |
| Presidential Search Open Forums | August 27, 2018, Monday – 10:00 a.m. Location: Verde Valley Campus, Room M-137 August 27, 2018, Monday – 1:30 p.m. Location: Prescott Campus, Room 3-119 |
| Association of Community College Trustees (ACCT) Leadership Congress | October 24-27, 2018 Location: New York, NY |
| Northern Arizona Regional Training Academy (NARTA) Commencement | December 13, 2018, Thursday – 11:00 a.m. Location: Prescott Campus – Performing Arts Center |
| Nursing Pinning Ceremony | December 14, 2018, Friday – 3:00 p.m. Location: Prescott Campus – Performing Arts Center |
| Verde Valley Commencement | May 10, 2019, Friday, 6:00 p.m. Location: Verde Valley Campus |
| Nursing Pinning Ceremony | May 11, 2019, Saturday, 1:00 p.m. Location: Prescott Campus – Performing Arts Center |
| Prescott Commencement | May 11, 2019, Saturday, 6:00 p.m. Location: Prescott Campus – Performing Arts Center |
| Northern Arizona Regional Training Academy (NARTA) Commencement | May 23, 2019, Thursday – 11:00 a.m. Location: Prescott Campus – Performing Arts Center |
| Govern For Impact (GFI) Conference | June 20-22, 2019 Location: Quebec City, Quebec, Canada |

Presenter : Ray Sigafoos

Start Time : 3:26 PM

Item No : 9

Proposed By : Barbara Robinson

Time Req : 1

Proposed : 12/10/2018

Item Type : Procedure Item

| Policy No. | Description | Ref No |
|------------|--|--------|
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Description : ADJOURNMENT OF REGULAR MEETING - PROCEDURAL

Details :

Attachments :

No Attachments