

Yavapai College
District Governing Board
Board Workshop

Tuesday, November 16, 2021
9:00 a.m. – 4:00 p.m.

Career and Technical Education Center
220 Ruger Road
Prescott, AZ 86301

Members Present

Ms. Deb McCasland, Board Chair
Mr. Ray Sigafoos, Secretary
Mr. Paul Chevalier, Board Member
Mr. Mitch Padilla, Board Member
Mr. Chris Kuknyo, Board Member

Administration Present

Dr. Lisa B. Rhine, President
Atty. Lynne Adams, Board Attorney
Ms. Yvonne Sandoval Executive Assistant

VIDEO RECORDING

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=7af27aeb-73dc-44d4-bfbf-ade300258429>

AGENDA

1. General Functions: Procedural
 - a. Call to Order {Time: 1}
Chair McCasland called the Yavapai College Governing Board Workshop to order at 9:00 a.m.
 - b. Adoption of Agenda – **DECISION** {Time: 1}
Board Secretary Sigafoos moved, seconded by Member Padilla, to adopt the agenda for November 16, 2021. Motion passed unanimously (Ayes: McCasland, Sigafoos, Chevalier, Padilla and Kuknyo).
2. Study Session:
 - a. Open Call - **INFORMATION** {Time: 10}
No Community members registered for open call
 - b. Board Self-Assessment – **DISCUSSION** {Time: 150 minutes}
 - i. Board Overall Performance
 - ii. Board Leadership
 - iii. Board-President Relationship**Recorded discussion and comments are available (Recording at 3:36).**

Lunch

c. Tour of the Career & Technical Education Center – Mr. John Morgan {Time: 120}

Note: This tour is time-sensitive and will be immediately following lunch, which is anticipated to be at 1:00 p.m. Because of the nature of this agenda item, it will not be broadcast via YouTube. Board members will be reminded that they can have no discussions or make any decisions regarding matters that may come before the Board during the tour, and legal counsel will be included on the tour to ensure their compliance.

A tour was provided of the Career and Technical Education building by Yavapai College Dean John Morgan. (The tour was not recorded.)

d. Board self-assessment continued – **DISCUSSION** {Time: 90 minutes}

i. Board Code of Ethics

Recorded discussion and comments are available (Recording at 3:35:36).

The Board discussed the Code of Ethics sections and made the following revisions to the document prior to adopting it, as revised.

Section A- no changes

Section B- **Board member Padilla moved, seconded by Member Chevalier, to delete item B from the proposed Code of Ethics. Motion passed 4-1 (Ayes: Sigafos, Kukyno, Chevalier, Padilla; Nays: McCasland).**

Section C – Board Chair McCasland moved, seconded by Board Secretary Sigafos, to revise the first two sentences of section C to read as follows: “The board sets the tone of the college. Yavapai College District Governing Board members will follow all board policies.” The final sentence of section C is unchanged. Motion passed unanimously (Ayes: McCasland, Sigafos, Kukyno, Padilla, Chevalier).

Section D – no changes

Section E – no changes

Section F – Member Chevalier moved, seconded by Member Padilla, to revise section F to read as follows: “Authority rests with the entire board. The board’s voice is expressed through the policies and actions it takes in the official meetings. Once the board has decided on a policy or position, the Yavapai College District Governing Board must be prepared to honor the board’s decision. As individuals, the Yavapai College District Governing Board members have no legal authority to determine policies, programs, or procedures or to direct staff.” Motion passed unanimously (Ayes: McCasland, Sigafos, Kukyno, Padilla, Chevalier).

Section G – no changes

Section H – Board Secretary Sigafos moved, seconded by Member Padilla, to remove section H from the proposed Code of Ethics. Motion passed unanimously (Ayes: McCasland, Sigafos, Padilla, Chevalier, Kukyno).

Section I – no changes

Section J – Board Chair McCasland moved, seconded by Board Secretary Sigafos, to change section J to read: “Yavapai College District Governing Board will devote time to activities that will enhance knowledge of the college and higher education issues. Yavapai College District Governing Board will engage in a regular and ongoing process of professional development and continuous improvement and

participate in college events as appropriate.” Motion passed unanimously (Ayes: McCasland, Sigafos, Kukyno, Chevalier, Padilla).

Board Chair McCasland moved, seconded by Member Kukyno, to adopt the proposed Code of Ethics with the specific revisions discussed by the Board and made in previous motions during its discussion and by changing the word “Trustees” to “District Governing Board Members” throughout the Code of Ethics. Motion passed unanimously (Ayes: McCasland, Sigafos, Kukyno, Chevalier, Padilla).

3. Board Business

- a. Faculty Grievance Regarding Compensation Proposals, including Gainsharing– Dr. Lisa Rhine –**DISCUSSION and DECISION** {Time: 20}

Recorded discussion and comments available (Recording at 2:56:57).

Member Padilla moved, seconded by Board Secretary Sigafos, for the Yavapai College President to have the authority to adjust the salary structure for faculty and staff and to make 2022-23 budget proposals for the Board accordingly. Motion passed unanimously (Ayes: McCasland, Sigafos, Kukyno, Chevalier, Padilla).

Board Secretary Sigafos moved, seconded by Member Chevalier, that if the faculty grievance is presented to the Board for action, the Board will meet to address it as soon as possible. Motion passed unanimously (Ayes: McCasland, Sigafos, Kukyno, Chevalier, Padilla).

- b. Consent Agenda – **DECISION** {Time: 5}

- i. Approval Requested to File a Substantive Change Form with the Higher Learning Commission (*Attached*)

Recorded discussion and comments available (Recording at 3:30:28).

Board Secretary Sigafos moved, seconded by Member Padilla, to remove Item 3.b.i from the consent agenda for further discussion. Motion passed unanimously (Ayes: McCasland, Sigafos, Kukyno, Chevalier, Padilla).

Board Secretary Sigafos moved, seconded by Member Padilla, to approve the Substantive Change Form. Motion passed unanimously (Ayes: McCaslin, Sigafos, Kukyno, Chevalier, Padilla).

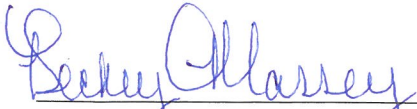
Member Padilla left the Board meeting immediately prior to the motion to adjourn.

4. Adjournment of Workshop: Procedural - **DECISION** {Time: 1}

Member Kukyno moved, seconded by Board Secretary Sigafos, to adjourn the meeting. Motion passed unanimously (Ayes: McCasland, Sigafos, Kukyno, Chevalier).

Meeting adjourned at 4:08 p.m.

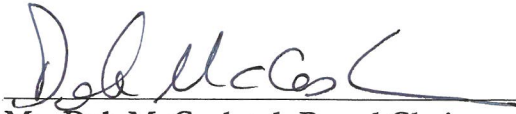
Respectfully submitted:



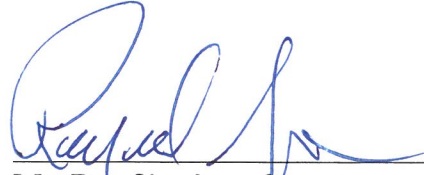
Becky Massey, Recording Secretary

1-28-2022

Date:



Ms. Deb McCasland, Board Chair



Mr. Ray Sigafos, Secretary