

Yavapai College
District Governing Board
Budget Workshop and Regular Meeting

February 22, 2022
9:00 a.m. – 4:00 p.m.

The Rock House
1100 East Sheldon Street
Prescott, Arizona 86301

Members Present

Ms. Deb McCasland, Board Chair
Mr. Ray Sigafos, 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
Mrs. Beckey Massey, Coordinator to the District Governing Board

Budget Workshop Minutes

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=bce14e13-ad5a-45de-8351-ae450019409b>

1. General Functions: Procedural
 - a. Call To Order {Time: 1} **(Recording at 0:05)**
Chair McCasland called the Yavapai College Governing Board Workshop to order at 9:00 a.m.
 - b. Adoption of Agenda – **DECISION** – {Time:5} **(Recording at 0:11)**
Member Chevalier moved to adopt the agenda. Member Sigafos seconded the motion. The motion passed unanimously (Ayes: McCasland, Sigafos, Chevalier, Padilla, Kuknyo).
2. Study Session
 - a. Yavapai County Wages, Inflation and Cost of Living – Dr. George W. Hammond,
INFORMATION AND DISCUSSION (Recording at 0:33)

Dr. George W. Hammond provided information for the Governing Board regarding his analysis of Yavapai County wages, inflation and cost of living.

- b. Yavapai College Program Demand Gap Analysis – Mr. Gavin LePage & Mr. Sterling Smith **INFORMATION AND DISCUSSION (Recording at 1:03:12)**

Mr. LePage and Mr. Smith, from EMSI/Burning Glass, provided an analysis for the Governing Board regarding Yavapai County education and training and job market needs, including a Yavapai College program demand gap analysis.

- c. Environmental Scan Highlights for Fiscal Year 2021-2022 – Dr. Tom Hughes **INFORMATION (Recording at 2:00:28)**

Dr. Hughes presented highlights of the 2021-2022 Yavapai College Environmental Scan. Materials are available in the board meeting packet.

- d. Yavapai College Strategic Plan for Fiscal Year 2021-2022 — President, Dr. Lisa Rhine - **INFORMATION AND DISCUSSION (Recording at 2:45:19)**

Dr. Rhine provided information about the College's enrollment trends, its baccalaureate degree plan and progress, the College Council, and progress on the strategic plan objectives.

The Governing Board took a short break, during which time the recording was stopped.

- e. Yavapai College Budget for Fiscal Year 2022-2023 – Dr. Clint Ewell – **INFORMATION AND DISCUSSION (Recording at 3:29:21)**

Dr. Ewell provided information to provide context for the College's budget, including the Board's schedule for reviewing budget information, the Expenditure Limitation requirements for Arizona community colleges, Arizona's property tax levy statutes, and the College's revenues and expenses.

- f. Yavapai College Compensation Management and Gainsharing for Fiscal Year 2022-2023 – Dr. Emily Weinacker – **INFORMATION AND DISCUSSION (Recording at 4:23:12)**

Dr. Weinacker and Dr. Ewell provided an update on the College's compensation structures, its proposed implementation of gainsharing as a component of the College's compensation for 2022-2023, and budget assumptions related to College compensation.

3. Adjournment of Board Workshop: Procedural – **DECISION** {Time: 1} (**Recording at 5:25:50**)

Member Sigafos moved, seconded by Member Padilla, to adjourn the Board Workshop. The motion passed unanimously (Ayes: McCasland, Sigafos, Padilla, Kuknyo, Chevalier).

Meeting adjourned at 2:58 p.m.

Regular Meeting Minutes

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=bce14e13-ad5a-45de-8351-ae450019409b>

1. General Functions: Procedural
 - a. Call to Order {Time: 1} (**Recording at 5:26:08**)
Chair McCasland called the Yavapai College Governing Board Meeting to order at 3:03 p.m.
 - b. Pledge of Allegiance: Procedural {Time: 1} (**Recording at 5:26:18**)
Member Kukyno led the Pledge of Allegiance.
 - c. Adoption of Agenda – **DECISION** {Time: 1} (**Recording at 5:26:45**)
Chair McCasland proposed a change to the order of agenda items, particularly to move item 3. Board Business to follow Agenda item 2.a. Open Call.
Member Sigafos moved, seconded by Member Kukyno, to adopt the agenda with the change requested by Chair McCasland. The motion passed unanimously (Ayes: McCasland, Sigafos, Padilla, Kukyno, Chevalier).
2. Study Session
 - a. Open Call – **INFORMATION** {Time: 10} (**Recording at 5:27:14**)
No members of the public signed up to speak at Open Call.
3. Board Business
 - a. Consent Agenda – **DECISION** {Time: 5} (**Recording at 5:30:18**)
 - i. Board Work Study Meeting Minutes- January 28, 2022
 - ii. Receipt of Report on Revenues and Expenditures for December 2021
 - iii. Acceptance of President's Report on Board Policy 203 Compensation and Benefits & Board Policy 205 Treatment of Employees.
 - iv. Yavapai County Board of Supervisors and Yavapai County Recorder Election Services Intergovernmental Agreement
 - v. Summary of New Program Proposal for Associate of Arts in Fine Arts – Dance Concentration and Behavior Health Technician Certificate**Member Sigafos moved, seconded by Member Kukyno, to approve the consent agenda with item 3.a.iii pulled for further discussion. The motion passed unanimously (Ayes: McCasland, Sigafos, Padilla, Kukyno, Chevalier).**
2. Study Session (resumed agenda item 2)
 - b. President's Reports - Dr. Lisa Rhine - **INFORMATION** {Time: 60}
 - i. President's Evaluation Report – Board Policy 203, Compensation & Benefits Board Policy 205, Treatment of Employee's – Dr. Emily Weinacker (**Recording at 5:31:27**)

Dr. Weinacker provided information regarding the College's compliance with the policies.

Member Chevalier moved, seconded by Member Sigafos, to approve Consent Agenda item 3.a.iii – Acceptance of Presidents Report on Board Policy 203 Compensation and Benefits & Board Policy 205 Treatment of Employees. The motion passed unanimously (Ayes: McCasland, Sigafos, Padilla, Kukyno, Chevalier). (Recording at 6:16:39)

Member Chevalier moved, seconded by Member Padilla, to adjourn and postpone the remainder of the meeting until the morning of the Board's next scheduled meeting. The motion failed 1-4 (Ayes: Chevalier, Nay: McCasland, Sigafos, Padilla, Kukyno). (Recording at 6:16:46)

- ii. College Council – Dr. Diane Ryan, Dr. Emily Weinacker, and Mr. Rodney Jenkins
 - 1. Faculty Senate – Dr. Karen Palmer **(Recording at 6:19:01)**
 - 2. Staff Association – Lee Ann Walker **(Recording at 6:22:49)**
 - 3. Student Government Association – Mr. Brian Moultrup and Ms. Hannah Lowe **(Recording at 6:25:17)**
 - iii. 2021-2022 Continuous Status Faculty – Dr. Diane Ryan **(Recording at 6:29:08)**
In response to questions from Member Chevalier, Dr. Ryan and Dr. Weinacker explained what is meant by “continuing status.”
 - iv. Yavapai College Legislative Report – Mr. Rodney Jenkins **(Recording at 6:32:54)**
 - vi. Budget to Actual Monthly Report and Cash Reserves Monthly Report **(Recording at 6:46:46)**
- c. Receipt of the Yavapai College's Comprehensive Annual Financial Report (CAFR), Independent Auditors' Report on Internal Controls and Independent Auditors' Report on Compliance for Each major Federal Program – for the Fiscal Year Ended June 30, 2021 – Dr. Clint Ewell and Mr. Frank D'Angelo - **INFORMATION AND/OR DISCUSSION** {Time: 15} **(Recording at 6:47:17)**

Mr. D'Angelo provided an overview of the College's CAFR, audits, and NACUBO composite financial index. The Arizona Auditor General's Office will present the final financial audit to the Governing Board at a future meeting, as now required by law.

- d. Board Liaisons' Reports - **INFORMATION AND DISCUSSION** {Time: 10} **(Recording at 7:06:00)**
- i. Board Spokesperson – Board Chair McCasland
 - ii. Arizona Association of Community College Trustee (AACCT) – Board Chair McCasland
 - iii. Yavapai College Foundation – Board Chair McCasland

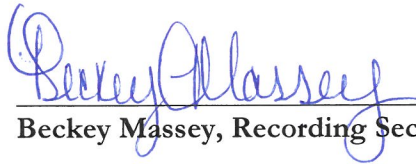
Board Chair McCasland provided updates on each of these issues.

- e. Dates and Time of Future Meetings and Events - **INFORMATION AND DISCUSSION** {Time: 5} **(Recording at 7:08:51)**

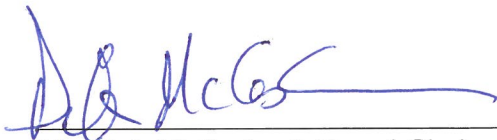
- i. 2021-2022 Dates, Times, and Places of Future Board Meetings, Workshops, and Retreats
 - ii. 2021-2022 Dates, Times, and Places of Future National, State, and Local Conferences
 - iii. 2021-2022 Dates, Times, and Places of Future College Events
4. Adjournment of Board Regular Meeting: Procedural - **DECISION** {Time: 1} (**Recording at 7:12:27**)
Member Sigafoos moved, seconded by Member Kukyno, to adjourn the meeting. The motion passed unanimously (Ayes: McCasland, Sigafoos, Padilla, Kukyno, Chevalier).

Meeting adjourned at 3:54 p.m.

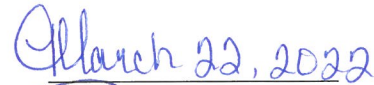
Respectfully submitted:



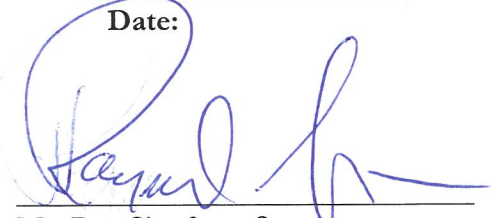
Becky Massey, Recording Secretary



Ms. Deb McCasland, Board Chair



Date:



Mr. Ray Sigafoos, Secretary