

**Yavapai College**  
District Governing Board  
Board Special Session

Monday, September 19, 2022  
12:00 p.m.

Rock House  
1100 East Sheldon Street  
Prescott, Arizona 86301

**Members Present:**

Ms. Deb McCasland, Board Chair  
Mr. Ray Sigafos, Secretary  
Mr. Mitch Padilla, Board Member  
Mr. Chris Kuknyo, Board Member

**Administration Present:**

Ms. Yvonne Sandoval, Executive Assistant

**MINUTES**

1. General Functions: Procedural

a. Call to Order {Time: 1}

Chair McCasland called the Yavapai College District Governing Board Special Session to order at 12:06 p.m.

Chair McCasland announced that Board Member Paul Chevalier emailed the College on August 15, 2022 that he was not available.

b. Pledge of Allegiance {Time:1}

The Pledge of Allegiance was led by Secretary Sigafos.

c. Adoption of Agenda – **DECISION** {Time: 1}

Chair McCasland indicated that the YouTube live will not be available for this Board Special Session as directed from the Higher Learning Commission Accreditation Chair. Anyone wanting to attend could come in person as advertised. The YouTube link will be removed from the agenda.

**Member Kuknyo moved, seconded by Secretary Sigafos, to adopt the District Governing Board Agenda with the edit noted by Chair McCasland. Motion carried unanimously. (Ayes: McCasland, Sigafos, Padilla, and Kuknyo).**

2. Board Business

a. Higher Learning Commission Accreditation Team – Dr. Andrew Nwanne – **INFORMATION AND DISCUSSION** {Time: 40}

The District Governing Board and Higher Learning Commission Team provided introductions. The first questions asked was: How do you see your role as a District Governing Board? The Board discussed they have three major roles, to provide accessible, quality (1) education, in support of (2) economic development, and (3) community enrichment. The Board went into details on their role in student success, the difference between governance vs. operational roles, and as Board Secretary ensuring the history is reflected in the Board minutes. The Board Chair has a slightly different role. As the Board Chair, they set the board agenda with the president and have ongoing communication with the president on the future of the college.

The next question was: What are the Board's policies? The Board discussed the overhaul of the Board's policies that happened last year and that every year the Board reviews their policies to make sure they are current and are understood by any incoming Board members.

The next question was: What is the Board's responsibility to the stakeholders? The Board discussed their stakeholders are students and residents/community. They discussed how they are fiscally responsible to the taxpayers and approve a college budget.

The next question was: How does the community view Yavapai College? The Board discussed the email communications it receives from the community when the community is unsatisfied. They also discussed the wide breadth of programs that are offered throughout the college's six locations and that the college is planning a bachelor degrees to begin sometime in the fall. The college has and will partner with federal, state and local entities to advance student success.

The next question was: As a Board how do you know when you are successful? The Board discussed the matrix of student success with completion rates, awarded certificates and licenses. The Board also discussed their conference training, the new board member onboarding training, and the board's workshop training they receive annually. The Board discussed being a member is voluntary and required a commitment from each of them to ensure they receive the training need to become a competent board member.

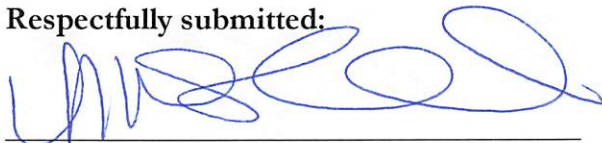
The next question was: As a Board what is the Board's role in new curriculum? The Board approves all new and sunseting programs in the Board's Consent Agenda after it has gone through the college's academic leader's approval process. The Board informed that Higher Learning Commission team that the Board only has one employee and that is the president of the college and the Board have excellent leadership under Dr. Rhine. The Board announced to the Higher Learning Commission Team that Dr. Rhine received the 2021 Association Community College Trustees Pacific Region Chief Executive Officer Award. The Board also mentioned that Board Secretary Ray Sigafos was selected for the 2022 Trustee Leadership Award for the Pacific Region from Association Community College Trustees, along with Dr. Karen Palmer for the Pacific Region Faculty Member Award, and Yvonne Sandoval for the Pacific Region Professional Board Staff Member Award.

The last question was: What are some of the challenges as a Board.? The college provides several reports and booklets on the college's budget and process. However, explaining the college budget to the public and having them understand the process and documents is challenging due to the budget's complexity- especially, on how the college is planning to spend the taxpayer money.

3. Adjournment of Board Special Session: Procedural - **DECISION** {Time: 1}  
**Member Kuknyo moved, seconded by Member Padilla, to adjourn the District Governing Board Special Session. Motion carried unanimously (Ayes: McCasland, Sigafos, Padilla, and Kuknyo).**

**Special Session adjourned at 12:48 p.m.**

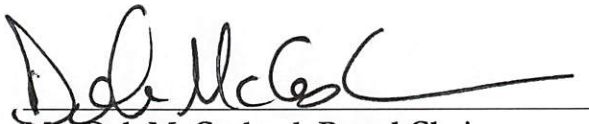
Respectfully submitted:



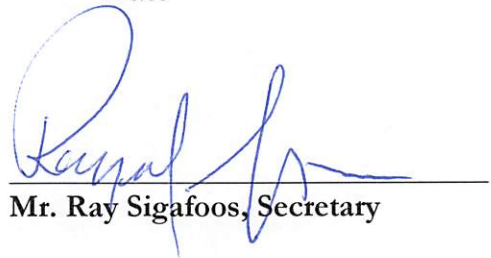
Yvonne Sandoval, Recording Secretary

9/27/2020

Date



Ms. Deb McCasland, Board Chair



Mr. Ray Sigafos, Secretary