



**Yavapai College District Governing Board  
Regular Board Meeting  
Approved Minutes of Regular Meeting  
Tuesday, November 13, 2018  
1:00 PM  
Prescott Campus – Rock House  
1100 E. Sheldon Street  
Prescott, Arizona**

District Governing Board meeting recordings may be viewed on CableOne Access 13 or the Yavapai College Website. CableOne Access 13 records all regular board meetings for subsequent broadcast and the schedule is available on the Access 13 website at <http://www.access13.org>. The District Governing Board agenda, packet materials, handouts, and minutes are on file in the District Office and posted on the College website along with regular board meeting recordings posted approximately 12 days after each meeting at <http://www.yc.edu/v5content/district-governing-board/>.

**Members Present:**

Mr. Ray Sigafoos, Chair  
Dr. Connie Harris, Board Member  
Dr. Patricia McCarver, Board Member

Mr. Steve Irwin, Secretary  
Ms. Deb McCasland, Board Member

**Administration Present:**

Dr. Penelope H. Wills, President  
Other staff attending are on file in the District Office

Lynne Adams, Board Attorney

**1. CALL TO ORDER - HEADING**

**2. Call to Order – PROCEDURAL**

Chair Sigafoos called the Yavapai College District Governing Board meeting to order at 1:00 p.m.

**3. Pledge of Allegiance – PROCEDURAL**

The Pledge of Allegiance was led by Chair Sigafoos.

**4. Welcome to Guests and Staff and Remembrance of Jim Messerschmitt – PROCEDURAL**

Chair Sigafoos welcomed all guests and staff, and Remembrance of Jim Messerschmitt.

**5. Approval of District Governing Board October 9, 2018 Regular Meeting Minutes -  
DISCUSSION AND DECISION (refer to Board agenda, pgs. 7-10)**

Member Irwin moved, seconded by Member Harris, to approve the District Governing Board October 9, 2018 Regular Meeting Minutes as written. Motion carried unanimously (Irwin, Harris, McCarver, McCasland, Sigafoos voting in favor).

**6. Adoption of Agenda – DECISION**

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

**7. INFORMATION – HEADING**

**8. Recognition of Board Member, Dr. Connie Harris For Her Valued Service - INFORMATION  
AND/OR DISCUSSION**

The Board recognized Dr. Connie Harris for her exemplary service to Yavapai College.

**9. OWNERSHIP LINKAGE – HEADING**

**10. Open Call – PROCEDURAL**

The following owners addressed the Board:

Paul Chevalier – Selection of President

Cindy Nyman – Thank you to Dr. Wills and Dr. Harris

**11. MONITORING REPORT – HEADING**

**12. October Board Meeting Evaluation - INFORMATION AND/OR DISCUSSION (refer to Board  
agenda, pg. 15)**

The Board assessed how meetings are conducted; commitment to governance style and processes; and the Board's performance according to the Board's Governance Process policies 3.1.4 Self-Evaluation and 3.5.3 Board Chair's Role in Monitoring. At the October 9, 2018 meeting, the Board completed the assessment for that meeting and staff compiled the results.

**13. CONSENT AGENDA – HEADING**

Member McCarver moved, seconded by Member Harris, to approve Consent Agenda as written. Motion carried unanimously (Irwin, Harris, McCarver, McCasland, Sigafoos voting in favor).

**14. Receipt of Report on Revenues and Expenditures – Month of October 2018 - RECEIPT,**

**DISCUSSION, AND/OR DECISION** (refer to Board agenda, pgs. 17-25)

**15. POLICY – HEADING**

**16. For Consideration for Approval of the Intergovernmental Agreement Between Arizona Board of Regents for and on behalf of Arizona State University and Yavapai College a for a Bachelor Degree Agreement - RECEIPT, DISCUSSION AND/OR DECISION** (refer to Board agenda, pgs. 27-38)

For consideration for approval of the Intergovernmental Agreement (IGA) between Arizona Board of Regents for and on behalf for Arizona State University (ASU) and Yavapai College for a Bachelor Degree Agreement. Yavapai College will continue to serve students seeking Associate degrees and certificates and the collaboration will provide new options for students seeking bachelor's degrees from ASU pursuant to the terms of the IGA. The term of the agreement will continue for five years.

Member Harris moved, seconded by Member Irwin, to approve the Intergovernmental Agreement with Arizona Board of Regents on behalf of Arizona State University as written. Motion carried unanimously (Irwin, Harris, McCarver, McCasland, Sigafos voting in favor).

**17. INFORMATUION - HEADING**

**18. Sabbatical Report From Dr. Michael Davis and Josh Schmidt - INFORMATION AND/OR DISCUSSION** (refer to PowerPoint)

Dr. Michael Davis, Administration of Justice and Paralegal Studies, School of Social Sciences, was awarded a sabbatical during the Spring 2018 semester. He completed original research in the area of Neuroscience and the Law. The article is entitled Reality on Trial: Folk Psychology, Superstition and the Illusion of Due Process. This research has been presented to multiple legal groups and has been incorporated into Yavapai College class AJS2878 Neuroscience and the Law.

Joshua Schmidt, School of Health and Wellness, was awarded a sabbatical during the Fall 2017 semester to pursue a second Master's Degree in Kinesiology in compliance with the Higher Learning Commission's credentialing standards.

**19. SHORT RECESS – PROCDURAL**

Meeting recessed at 1:48 p.m.; reconvened at 2:00 p.m.

**20. Information from the President to Include 50th Anniversary Celebrations; Veterans Celebration; Economic Summit; College Policy Naming of Facilities Update; Arizona Foster Care Report; Yavapai Combined Trust Quarterly Update; College Highlights; Facilities Management News; and Other Related Information - INFORMATION AND/OR DISCUSSION** (refer to Board agenda, pgs. 68-101)

Dr. Penny Wills reported on the following topics with discussion from the Board:

- 50th Anniversary Celebrations at Chino Valley Center, Verde Valley Campus, and Sedona Center - Dr. Karla Phillips, Associate Dean, and Dr. James Perey, Executive Dean and Executive Officer for Verde Valley Campus presented 50<sup>th</sup> Anniversary memorabilia.
- Veterans Celebration and Resource Fair - November 7 at Verde Valley Campus; November 14 at Prescott Campus
- Economic Summit, December 7 - Richard Hernandez, Director for Regional Economic Development Center
- College Policy 8.01- Naming of Facilities
- Arizona Foster Care Report
- Yavapai Combined Trust Quarterly Update
- College Highlights - Attached - Information Only
- Facilities Management News – Information Only

**21. Information from Instruction and Student Development to Include Faculty Senate, Student Ambassador Report; Financial Aid Update; and Adjunct Advisor - INFORMATION AND/OR DISCUSSION** (refer to Board agenda, pgs. 102-130)

Dr. Ron Liss, Vice President for Instruction and Student Development, presented the following:

- Faculty Senate Update - Dr. Matt Percy and Dr. Tom Hughes presented a summary report of

the Blue Ribbon Committee progress in Share Governance, starting with a College wide survey in 2017, establishing a committee, and the development of the shared governance policy 10.11 and decision matrix.

- Student Ambassadors – Alex Daniels and Angela Senger spoke about their participation through Student Engagement and Kaylee Berisford spoke about her experience in the Recruitment Office as an Ambassador.

- Adjunct Advisor – Attached – Information Only

## **22. SHORT RECESS - PROCEDURAL**

Meeting recessed at 2:48 p.m.; reconvened at 3:00 p.m.

## **23. MONITORING REPORTS (CONTINUED)– HEADING**

### **24. Receipt of President's Monitoring Report - Ends Statements 1 - MONITORING, DISCUSSION, AND/OR DECISION** (refer to Board agenda, pgs. 132-136)

Member Harris moved, seconded by Member McCarver, that we have read the President's Monitoring Report regarding Ends Statement 1, we believe that the interpretation of the policy provided is reasonable, and we believe that there is sufficient evidence to support the conclusion of compliance with these policies. Therefore, I move that we accept the Monitoring Report for Ends Statement 1. Motion carried with 4 yes votes and 1 no votes (Irwin, Harris, McCarver, Sigafos voting in favor with McCasland voting against).

### **25. Receipt of President's Monitoring Report - Ends Statements - 1.2 Economic Ends- MONITORING, DISCUSSION, AND/OR DECISION** (refer to Board agenda, pgs. 137-146)

Member McCarver moved, seconded by Member Harris, that we have read the President's Monitoring Report regarding Policy 1.2, we believe that the interpretation of the policy provided is reasonable, and we believe that there is sufficient evidence to support the conclusion of compliance with the policy. Therefore, I move that we accept the Monitoring Report for Policy 1.2. Motion carried unanimously (Irwin, Harris, McCarver, McCasland, Sigafos voting in favor).

### **26. Receipt of President's Monitoring Report - Ends Statements - 1.3 Communities Ends - MONITORING, DISCUSSION, AND/OR DECISION** (refer to Board agenda, pgs. 147-155)

Member McCarver moved, seconded by Member Harris, that we have read the President's Monitoring Report regarding Policy 1.3, we believe that the interpretation of the policy provided is reasonable, and we believe that there is sufficient evidence to support the conclusion of compliance with the policy. Therefore, I move that we accept the Monitoring Report for Policy 1.3. Motion carried unanimously (Irwin, Harris, McCarver, McCasland, Sigafos voting in favor).

### **27. Receipt of President's Monitoring Report - Executive Limitation 2.7 - Legislative Delegation Restrictions - MONITORING, DISCUSSION, AND/OR DECISION** (refer to Board agenda, pgs. 156-160)

Member Irwin moved, seconded by Member McCarver, that we have read the President's Monitoring Report regarding Policy 2.7, we believe that the interpretation of the policy provided is reasonable, and we believe that there is sufficient evidence to support the conclusion of compliance with the policy. Therefore, I move that we accept the Monitoring Report for Policy 2.7. Motion carried unanimously (Irwin, Harris, McCarver, McCasland, Sigafos voting in favor).

### **28. Content Review of Board-President Linkage Policy 4.1 Unity of Control- MONITORING, DISCUSSION, AND/OR DECISION** (refer to Board agenda, pgs. 161-163)

## **29. OWNERSHIP LINKAGE - HEADING**

### **30. Presidential Search Update - INFORMATION AND/OR DISCUSSION**

Dr. McCarver, Presidential Search Chair, and Dr. Connie Harris, Board Member, reported on the progress of the Presidential Search and recommended to the Board that it extend an invitation to future Board member, Paul Chevalier, to participate in the final interviews and provide feedback as a non-voting member prior to the Board's final decision.

Member McCarver moved, seconded by Member McCasland, that future Board member, Paul Chevalier, to participate in the final interviews of the Presidential candidates and provide feedback as a non-voting member prior to the Board's final decision. Motion carried unanimously (Irwin, Harris, McCarver, McCasland, Sigafos voting in favor).

### **31. Report from the Association of Community College Trustees (ACCT) Leadership Congress**

**- INFORMATION AND/OR DISCUSSION**

The Board shared information from the Association of Community College Trustees (ACCT) Leadership Congress in New York, NY on October 24-27, 2018. Including congratulations to the YC team of Tania Sheldahl, Scott Farnsworth, Dr. Ron Liss, Dr. Penny Wills, and Dr. Connie Harris, who presented How a Rural Community College Fundamentally Re-Engineered Itself to Improve Student Success through Guided Pathways.

**32. Reports from Board Liaisons – Board Spokesperson; Arizona Association Of Community College Trustees (AACCT); and Yavapai College Foundation – INFORMATION, AND/OR DISCUSSION**

- Board Spokesperson – no report.
- Arizona Association for Community College Trustees (AACCT) – Members McCasland and Harris reported that AACCT host the Arizona Trustee breakfast on October 26, 2018 during the ACCT Annual Leadership Congress. Next meeting will be December 7, 2018.
- Yavapai College Foundation – Chair Sigafos reported that the October 9 meeting include a financial report. The next meeting is November 14 at the Chino Valley Center.

**33. OTHER INFORMATION - HEADING**

**34. Recognition of Dr. Wills and Consideration for President/Emeritus/a Status for her Distinguished Service to Yavapai College and the Community - DISCUSSION AND/OR DECISION**

Board members recognized Dr. Wills distinguished service to the College and consider President Emeritus/a Status for her distinguished service to Yavapai College and the community.

Chair Sigafos moved, seconded by Member McCarver, in consideration of her distinguished service to the College, the Board confers the status of President Emeritus to Dr. Penny Wills. Motion carried with 4 yes votes and 1 no votes (Irwin, Harris, McCarver, Sigafos voting in favor with McCasland voting against).

**35. District Governing Board Dates and Places of Future Meetings - DISCUSSION AND/OR DECISION** (refer to Board agenda, pgs. 169-170)

The Board reviewed the Proposed Dates and Places for Future.

The Board requested to move the Budget workshop to January 15, 2019.

**36. ADJOURNMENT OF REGULAR MEETING - PROCEDURAL**

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

Regular meeting adjourned at 3:44 p.m.

Respectfully submitted:

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Ms. Karen Jones, Recording Secretary

Date: January 15, 2019

\_\_\_\_\_/S/\_\_\_\_\_  
Mr. Ray Sigafos, Chair

\_\_\_\_\_/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](http://www.yc.edu).  
The mission of Yavapai College is to provide quality higher learning and cultural resources for the diverse populations of Yavapai County.*