

Yavapai College
District Governing Board
Regular Board Meeting

Tuesday, July 28, 2020
2:00 p.m.

Online Only

Link: <https://www.youtube.com/user/YavapaiCollege>

Member Present:

Ms. Deb McCasland, Board Chair
Dr. Patricia McCarver, Secretary
Mr. Ray Sigafos, Board Member
Mr. Paul Chevalier, Board Member

Administration Present:

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

MINUTES

- 1.0 General Functions: Procedural (Reference: Board Policy 3.4 Agenda Planning)
 - 1.1 Call to Order (Reference: Board Policy 3.4 Agenda Planning) {Time: 1}
Chair McCasland called the Yavapai College District Governing Board Meeting to order at 2:01 p.m.
 - 1.2 Pledge of Allegiance (Reference: Board Policy 3.4 Agenda Planning) {Time: 1}
The Pledge of Allegiance was led by Member Chevalier.
 - 1.3 Adoption of Agenda – **DECISION** (Reference: Board Policy 3.4 Agenda Planning) {Time: 1}
Member McCarver moved, seconded by Member Sigafos, to adopt the Governing Board agenda. Motion carried unanimously.
 - 1.4 Board Minutes Approval – **DISCUSSION AND DECISION** (Reference: Board Policy 3.5.4 Secretary) {Time: 2}
 - 1.4.1 Budget Public Hearing Minutes – Tuesday, May 12, 2020 (*Attached*)
 - 1.4.2 Budget Adoption Meeting Minutes – Tuesday, May 12, 2020 (*Attached*)
 - 1.4.3 Regular Board Meeting Minutes – Tuesday, May 12, 2020 (*Attached*)
 - 1.4.4 Executive Session Confidential Minutes – Tuesday, May 12, 2020
Chair McCasland noted that she had provided information to Ms. Sandoval regarding additional detail about the Yavapai College Foundation report provided at the regular board meeting and asked that it be added to the minutes. Chair McCasland shared that additional language with all the board members.
Member McCarver moved, seconded by Member Sigafos, to approve the Budget Public Hearing Minutes, Budget Adoption Meeting Minutes, Regular Board Meeting Minutes with the edits to agenda item 3.2.3 Yavapai College Foundation requested by Chair McCasland, and Executive Session Confidential Minutes from Tuesday, May 12, 2020. Motion carried unanimously.

- 2.0 New Business: (Reference: Board Policy 3.2.1 Ownership Linkage)
 - 2.1 Consent Agenda – **DECISION** (Reference: Board Policy 3.4.3.4 Consent Agenda) {Time: 5}
 - 2.1.1 Intergovernmental Agreement – Yavapai County Education Technology Consortium (*Attached*)
 - 2.1.2 Child and Adult Care Food Program Permanent Agreement – Arizona Department of Education (*Attached*)

Member Sigafos moved, seconded by Member McCarver, to approve the consent agenda items. Motion was carried unanimously.

- 2.2 Propose Analysis of President’s Evaluation Process – Board Chair McCasland – **DISCUSSION** (Reference: Board Policy 4.4 Monitoring President Performance) {Time: 5}

Chair McCasland notified the Board that she would begin researching other Presidential Evaluations processes and report back to the Board about any proposed changes to the evaluation process used in past years.
- 2.3 OurBoardRoom Software – Board Chair McCasland – **DISCUSSION AND DECISION** (Reference: Board Policy 2.8 Communication and Support to the Board) {Time: 5}

Member Chevalier moved, seconded by Chair McCasland, to eliminate the Board’s contract with OurBoardRoom and if necessary, to satisfy any outstanding payment requirements for the use in July. Motion failed 2-2 (Aye: McCasland and Chevalier; Nay: McCarver and Sigafos)
- 2.4 Updates on District Governing Board Members – Board Chair McCasland – **INFORMATION AND DISCUSSION** (Reference: Board Policy 3.4.5 Elections/Appointments) {Time: 5}

Member Chevalier sought to comment on the College’s future budget presentation at this time. Attorney Adams advised him that because the issue was not on the meeting agenda, he could not comment on it during the meeting, and that to do so would be a violation of the open meeting laws and that it could either be added to a future board meeting agenda or that he could raise it directly with President Rhine.

Chair McCasland updated the Board on the District 5 candidate Mr. Mitch Padilla and District 4 candidate Mr. Chris Kuknyo. Mr. Padilla was unopposed in District 5 and therefore Mr. Tim Carter will appoint Mr. Padilla to the Board at the September 8, 2020 Regular Board meeting. Mr. Kuknyo will be sworn in after the November elections.

- 3.0 Information Business: (Reference: Board Policy 3.2.1 Ownership Linkage) –
 - 3.1 President’s Report **INFORMATION AND DISCUSSION** (Reference: Board Policy 2.8 Communication and Support to the Board) {Time: 30}
 - 3.1.1 College Update on COVID Reentry Plan – Dr. Rhine
 - 3.1.1.1 COVID-19 Reentry Plan
 - 3.1.1.2 Institutional CARES Funds & Reskilling Initiative
 - 3.1.1.3 Enrollment & Athletics
 - 3.1.1.4 Regional Economic Development Center
 - 3.1.1.5 Human Resources

Dr. Rhine and the Executive Leadership gave a presentation on the items listed in the College Update, with attention to the College's COVID-19 Reentry Plan.

Member Chevalier asked whether various types of courses would be offered online only in the fall semester and what safety measures students would be required to comply with. Dr. Ewell addressed those issues, noting that the College is working to design the instruction for each type of course in the safest manner possible. He also noted that students will be required to social distance and wearing face covers to minimize risk. In response to a question from Member Chevalier, Dr. Ewell also provided information about contact tracing and training.

Chair McCasland asked how many Innovation Grant applications the College received, and Dr. Ryan indicated 37.

Chair McCasland asked about the increase in summer enrollment. Mr. Jenkins stated that enrollment increased 37%.

Member Chevalier discussed the College's plan regarding athletics. Mr. Jenkins indicated that the College's current plan is to move fall athletics to the spring.

The Board discussed the College's housing plans. Mr. Jenkins and Dr. Ewell provided details regarding the financial impact related to housing issues. Dr. Ewell noted that the College is only offering single dorm rooms this year, and in doing so, the College will be losing about \$800,000 in anticipated revenue.

3.1.2 Trust Alliance General Liability COVID-19 Coverage – Dr. Rhine - **INFORMATION, DISCUSSION, AND DECISION** (Reference: Board Policy 2.6.1 Insurance) {Time: 30} *(Attached)*

Member Chevalier asked about the "COVID Rider" mentioned in the materials. Dr. Ewell stated the outside entities that use the College's locations must have at least \$1 million in liability insurance and must also sign a contract rider that indicates entities will follow the College's Safety Protocols. Member Chevalier questioned whether the Farmer's Market had met those requirements, and Mr. Jenkins said that it had.

Member Sigafos moved, seconded by Chair McCasland, to allow Yavapai College to continue to work and operate in the Orange Phase of the College's Reentry Plan through August 5, 2020. Motion carried 3-1 (Aye: McCasland, McCarver, and Sigafos; Nay: Chevalier)

Member McCarver left the Board meeting at 4:00 p.m.

3.2 Dates and Time of Future Meetings and Events – **INFORMATION, DISCUSSION, AND DECISION** (Reference: Board Policy 3.4 Agenda Planning)
{Time: 5}

3.2.1 2020-2021 Draft Board Meeting Date (*Attached*)

3.2.1.1 Board Special Session on August 5, 2020 at 1:00pm
Member Sigafos moved, seconded Chair McCasland, to schedule a Board Special Session on a date in early August that is acceptable to all Board Members. Motion carried 2-1 (Aye: McCasland and Sigafos; Nay: Chevalier)

3.2.2 2020-2021 Dates, Times, and Places of Future Meetings (*Attached*)

The Board discussed the logistics of upcoming Board meetings, in particular whether they should be scheduled only remotely or whether other options should be considered by the College administration depending on then-current conditions. Member Chevalier indicated that he did not believe that any Board meetings should be held in-person before a COVID-19 vaccine is available or there is a radical decrease in COVID-19 cases.

Member Chevalier moved, seconded by Chair McCasland to change the September, October, and November Board meetings to zoom only, without providing the administration the ability to consider an in-person option if conditions allow. Motion failed 1-2 (Aye: Chevalier; Nay: McCasland and Sigafos)

Member Chevalier moved, seconded by Chair McCasland, to remove the December 8, 2020 Board Dinner from the Board Schedule. Motion failed 1-2 (Aye: Chevalier; Nay: McCasland and Sigafos)

Member Chevalier moved, seconded by Member Sigafos, to move the Board Retreat to a date in February 2021 that is acceptable to all Board Members. Motion carried 2-1 (Aye: Chevalier and Sigafos; Nay: McCasland)

Member Chevalier moved, second by Chair McCasland, to have a two-day Budget Workshop “place holder” on the Board Schedule, to be scheduled on dates that are acceptable to the Board and the College. Motion failed 1-2 (Aye: Chevalier; Nay: McCasland and Sigafos)


3.2.3 2020-2021 Dates, Times, and Places of Future Events (*Attached*)

Member Chevalier indicated that he believed that the administration should not hold any large events, like the ceremonies included on the calendar, in-person this semester.

4.0 Adjournment of Regular Meeting: Procedural - **DECISION** (Reference: Board Policy 3.4 Agenda Planning) {Time: 1}
Member Sigafos moved, seconded by Chair McCasland, to adjourn the meeting.
Motion carried unanimously.

Regular meeting adjourned at 4:43 p.m.

Respectfully submitted:



Yvonne Sandoval, Recording Secretary



Ms. Deb McCasland, Board Chair



Date:



Dr. Patricia McCarver, Secretary