

Yavapai College
District Governing Board
Regular Meeting

Tuesday, November 28, 2023
1:00 p.m.

The meeting location will be open to the public at 12:45 p.m. at the latest.

Verde Valley Campus
M-137
601 W. Black Hills Dr.
Clarkdale, AZ 86324

Members Present:

Ms. Deb McCasland, Board Chair
Mr. Chris Kuknyo, Secretary
Mr. Ray Sigafoos, Board Member
Mr. Steve Bracety, Board Member
Mr. Toby Payne, Board Member

Administration Present:

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

MINUTES

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=a1ac32ce-ca2e-4269-a6db-b0cb018b6c65>

1. General Functions: Procedural
 - a. Call to Order {Time: 1}

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

- b. Pledge of Allegiance {Time: 1}

The Pledge of Allegiance was led by Member Payne.

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

Member Bracety moved, seconded by Member Sigafoos, to adopt the agenda. Motion carried unanimously (Ayes: McCasland, Kuknyo, Sigafoos, Bracety and Payne).

2. Study Session
 - a. Open Call – **INFORMATION** {Time: 10}

The following members of the public requested to speak:

1. Stephen King (Recording at 2:29)

3. Board Business

a. Executive Session

- i. A.R.S. §38-431.03(A)(7), Discussion and Consultation with College Representatives Regarding Potential Lease and/or Purchase of Real Property, or Properties, in Prescott – **PROCEDURAL** {Time: 90}

Member Sigafos moved, seconded by Member Bracety, to go into Executive Session pursuant to A.R.S. § 38-431.03(A)(7) for Discussion and Consultation with College Representatives Regarding Potential Lease and/or Purchase of Real Property, or Properties, in Prescott. Motion carried unanimously (Ayes: McCasland, Kuknyo, Sigafos, Bracety and Payne).

b. Reconvene in Public Session

- i. Possible Action: Confirm Instructions to College Representatives Regarding Negotiations for Potential Lease and/or Purchase of Real Property, or Properties, in Prescott, as the Result of Executive Session – **DECISION** {Time: 5}

The Board reconvened in public session at 2:01 p.m.

Member Sigafos moved, seconded by Member Bracety, that the board confirm instructions to College Representatives regarding negotiations for potential lease and/or purchase of real property, or properties, in Prescott, as the result of executive session. Motion carried unanimously (Ayes: McCasland, Kuknyo, Sigafos, and Payne).

4. Study Session

- a. President's Reports - Dr. Lisa Rhine - **INFORMATION** {Time: 60}
 - i. State of the College

Recorded discussion and comments are available and begin at 9:10.

Dr. Rhine delivered her State of the College report to the board. She reviewed the nine parts of the Strategic Plan and the four pillars. She presented a several slides to help communicate the progress of the plan and explained each slide in depth to explain the College's progress. She presented several statistics from the 2023 Strategic Vision Outcome Report, which provides statewide data related to access, completion and alignment with workforce needs at Arizona community colleges. The College was number one in the state for graduation rates, AGEC completion rates, and percent of learners achieving a successful outcome, including earning a certificate, degree, or credential. Dr. Rhine concluded by indicating that the success is due to shared successes of faculty, staff, the board, and, of course, the students.

Chair McCasland thanked everyone for all their hard work. The statistics show how dedicated everyone is and how the students are energized, excited, and involved.

1. Yavapai College's Analysis of Economic Impact – Mr. Gavin Lepage, Economic Analyst

Recorded discussion and comments are available and begin at 25:51.

Mr. Gavin Lepage, Lightcast Economic Analyst, gave an informational presentation that summarized the results of the College's Economic Impact Study. This presentation is to help the board, the college personnel, and the public understand the economic value of Yavapai College in the community.

- ii. College Council – Dr. Janet Nix and Mr. Rodney Jenkins

1. Faculty Senate – Dr. Andrew Winters (*Attached*)

Recorded discussion and comments are available and begin at 54:38.

Dr. Janet Nix introduced Dr. Andrew Winters to give an update on the Faculty Senate. Dr. Winters shared how faculty invest their time outside of the classroom.

He provided information about Josh Schmidt, Megan Hanna, and Lindsay Masten and their additional personal and professional work and projects.

2. Staff Association – Ms. Bobbi Evans (*Attached*)

Recorded discussion and comments are available and begin at 59:20.

Dr. Janet Nix introduced Ms. Bobbi Evans to give an update on the Staff Association. Ms. Evans gave an update on the events the YCSA has been planning. The Winter Celebration will be held on December 11th at the Verde Campus and December 12th at the Prescott Campus. The YC Angel Tree is intended to assist the College community, and YCSA is accepting toy donations until December 12th. The YC Food Drive is to help our students, and YCSA is accepting food donations through December 12th.

3. Student Government Association – Ms. Shanna Collier, Treasurer of Yavapai College Student Government Association (*Attached*)

Recorded discussion and comments are available and begin at 1:03:36.

Mr. Rodney Jenkins introduced Ms. Shanna Collier to give an update on the Student Government Association. SGA hosted events at the Residence Halls to provide students the opportunity to connect with SGA leadership. They plan to continue these events. SGA has created 2023-24 SGA Initiatives: OER Support and community service. The following Senators were elected: Gavae Burton (Online), Jessica Lopez (Prescott/Res Halls), Tammy Brockett (Prescott Valley), Kyle Olson (Chino Valley/CTEC), and Brenda McCord (Sedona/Verde Valley).

- iii. Budget to Actual Monthly Report and Cash Reserves Monthly Report
(*Attached*)

There were no comments or questions about the report.

- b. Overview and Environmental Scan of Yavapai County and Yavapai College – Dr. Clint Ewell, Vice President of Finance – **INFORMATION AND DISCUSSION** {Time: 30} (*Attached*)

Recorded discussion and comments are available and begin at 1:08:47.

Dr. Clint Ewell introduced Dr. Tom Hughes to share a presentation on statistics from the Yavapai College Environmental Scan. Dr. Hughes covered several categories within the scan, such as demographics, social & political, economy & workforce, education, and technology. (The information presented, including numerous statistics, can be found in the Agenda Packet and within the recorded PowerPoint presentation.)

SHORT RECESS

- c. Property and Housing Update – Dr. Clint Ewell, Vice President of Finance, **INFORMATION AND DISCUSSION** {Time: 30} (*Attached*)

Recorded discussion and comments are available and begin at 1:46:38.

Dr. Clint Ewell delivered an update to the board and public about the current projects the College is working on to alleviate the housing crisis for students, faculty, and staff. These include:

- **The attainable housing pilot project in Cottonwood.** The Inspiration Apartments would be leased out for the College's cost to College staff or students, first responders or other local teachers. Ultimately, the College did not have enough people interested in this option, and the College will be releasing the "hold" on the apartments we could not fill.

Member Payne asked about the cost of securing the availability of the apartments. Dr. Ewell informed him that the College did not have any costs for this pilot. The units were held for the College's potential use, but now will be released without any charge to the College.

Secretary Kuknyo asked whether any federal funding was available for housing. Dr. Ewell said he did not think there was any grants or other funding to assist colleges with these projects, but that he would look into it. Secretary Kuknyo would like that to happen before the Legislative Conference in DC.

- **The College's Cottonwood RV park.** The College has built ten RV pads complete with septic system, water, and power. It is in the process of building a laundry facility and a pavilion to provide some shade. The College has purchased four RVs for use on the site. Of the six empty pads, four are now being used at a rental cost for the pad of \$500 a month. Two of the four RV units have been rented.
- **Manufactured Housing through Fain Signature Group.** The College is still planning on participating in the project as it progresses through the approval process. The College has not made any capital investments into this project, which includes Zenni Homes.
- **Partnering with the College's internal traditional construction program.** The program has been building some tiny homes and will have about 6 or 7 built by the end of the school year. The College would like to start placing the homes for use either at the Chino Valley Campus or at the Verde Campus.
- **3D construction.** The College was an early adopter of the technology and has become an acknowledged leader in the industry. The College is considering a small home design that is approximately 600 sq ft, but can be constructed as a two-story home, making it 1200 sq ft. This pilot is one of the lowest price points available, coming in around \$200/sq ft.
- **Housing Assistance programs.** These programs involve a co-owned property between the employee and an employer entity – here it would be the College. The employee would put down 5%, and the College would put down 15% so that no mortgage insurance would be required. The employee will pay up to 35% of their gross income ongoing for housing. When the employee leaves the College, they have the option to buy out the College or to sell and split profit/losses based on the investment of the employee and of the College.
- **Community Land Trust.** A trust is a 501(c)(3) non-profit entity that is set up for the specific purpose of providing housing to target communities. The trust would maintain ownership of the land and can restrict the deed. For example, when employees move, they would be restricted to selling to another employee who is qualified to participate in the program.

Dr. Ewell indicated that the College is continuing to investigate housing options, and he plans to provide additional information to the board in connection with its capital budget discussion later in the year.

- d. District Governing Board Agenda Packet Procedure – Board Chair McCasland – **INFORMATION AND DISCUSSION** {Time: 15}

Recorded discussion and comments are available and begin at 2:05:11.

Chair McCasland would like to push back the deadline for providing the board meeting materials to the board so that the College's financial reports can be more current. She indicated as Board Chair she can make the change without a board vote but wanted input from the board. The board will get the agenda the Friday before a Tuesday board meeting. If a meeting falls on a Thursday, the agenda will go out on Tuesday. The Agenda will continue to be posted at least 24 hours in advance of the meeting, as required by law.

- e. Board Liaisons' Reports - **INFORMATION AND DISCUSSION** {Time: 10}
 - i. Board Spokesperson – Board Chair McCasland
 - ii. Arizona Association of Community College Trustee (AACCT) – Board Chair McCasland
 - iii. Yavapai College Foundation – Member Steve Bracety

Recorded discussion and comments are available and begin at 2:10:02.

Chair McCasland indicated that she did not speak as the Board Spokesperson since the last meeting.

Chair McCasland indicated that as the AACCT representative, there were some meetings in Las Vegas during the ACCT Conference. They have been working with the AC4 Presidents to develop a legislative priority plan. The AACCT executive committee has discussed plans for the Legislative Convention in Washington, DC. She indicated that Mr. Jenkins and Mr. Hernandez are helping set up meetings with the legislators.

Member Bracety gave a brief overview of the last Foundation meeting. The Foundation is on track with fundraising to hit the budget of \$1.3 million, and they are currently at \$450,000.

- f. Dates and Time of Future Meetings and Events – **INFORMATION, DISCUSSION, AND DECISION** {Time: 5}
 - i. 2023-2024 Dates, Times, and Places of Future Board Meetings, Workshops, and Retreats (*Attached*)
 - ii. 2023-2024 Dates, Times, and Places of Future College Events (*Attached*)
 - iii. 2023-2024 Dates, Times, and Places of Future National, State, and Local Events (*Attached*)

Recorded discussion and comments are available and begin at 2:14:57.

Executive Assistant, Ms. Yvonne Sandoval, reviewed the future meetings, college events, and conference dates. She asked for a decision to modify a future meeting date due to the College being accepted to the Bellwether Conference that is currently scheduled during February's Budget Workshop on February 27, 2024. The new dates staff would be available for the Budget Workshop to be moved to would be either February 12 or 13th.

Chair McCasland moved, seconded by Member Sigafos, to move the February 27, 2024, Budget Workshop to February 13, 2024. Motion

carried unanimously (Ayes: McCasland, Kuknyo, Sigafos, Bracety and Payne).

5. Board Business

- a. Preliminary Budget Assumptions & Proposed Scholarship, Tuition, Fees, and Discounts for Fiscal Year 2025 – Dr. Clint Ewell, Vice President of Finance – **INFORMATION, DISCUSSION, AND DECISION** {Time: 30} (Attached)

Recorded discussion and comments are available and begin at 2:19:59.

Dr. Clint Ewell stated that due to major changes in the federal financial aid process, this discussion was moved to November instead of the usual October meeting so he can be as accurate as possible with the information he provides.

Dr. Ewell reminded the board of the budget process and timeline. He informed them that much of our revenues come from property taxes. The State of Arizona no longer provides much financial support for community colleges, which puts more of a burden on local taxpayers.

Secretary Kuknyo indicated that he thought state funding was being restored. Dr. Ewell informed him that it is increasing very slightly – from 1% to 2% – but still not the 1/3 that we need it to be. Chair McCasland indicated it used to be 1/3 until the cuts in 2008, and it has been a continuous decline.

Dr. Ewell indicated that AZ is the 11th lowest for both residential and business taxes in the country. Yavapai College is right at the low median of the other colleges for property taxes.

The next largest revenue stream is tuition. The College would like to keep tuition both competitive and affordable. Yavapai College is below the state average by about 8% and below the national average for full time students by about 38%. If compared to four-year universities in Arizona, the College is about 80% less expensive.

Dr. Ewell then reviewed the Budget Assumption Spreadsheets, information and supporting statistics. (This information can be found in the Agenda Packet and/or within the PowerPoint Presentation.) He plans to ask the board to approve a 5% increase in tuition rates, and he anticipates a 3% growth in student credit hours.

Member Sigafos moved, seconded by Member Bracety, to approve the requested fees and tuition rates for 2024-25, as set forth on the “Request Approval” slide (page 85 of the Agenda Packet). Motion carried unanimously (Ayes: McCasland, Kuknyo, Sigafos, Bracety and Payne).

- b. Consent Agenda – **DECISION** {Time: 5}
 - i. Regular Meeting Minutes – Tuesday, October 17, 2023 (*Attached*)
 - ii. Receipt of Report on Revenues and Expenditures for September 2023 (*Attached*)
 - iii. Receipt of Report on Revenues and Expenditures for October 2023 (*Attached*)

- iv. Intergovernmental Agreement – Mountain Institute Career Technical Education District No. 2 (MICTED) – Joint Use Vehicles (*Attached*)
- v. Yavapai College Summary of New Program Proposals
 - 1. Practical Nursing Fast Track Certificate

Recorded discussion and comments are available and begin at 2:44:44.

Member Sigafos moved, seconded by Member Bracety, to approve the Consent Agenda. Motion carried unanimously (Ayes: McCasland, Kuknyo, Sigafos, Bracety and Payne).

- 6. Adjournment of Board Regular Meeting: Procedural - **DECISION** {Time: 1}

Member Sigafos moved, seconded by Member Bracety, to adjourn the Regular Board Meeting. Motion carried unanimously (Ayes: McCasland, Kuknyo, Sigafos, Bracety and Payne).

Regular Meeting adjourned at 4:52 p.m.

Respectfully submitted:



Deanne K. Petty, Recording Secretary

1/16/24

Date



Ms. Deb McCasland, Board Chair



Mr. Chris Kuknyo, Secretary