

Yavapai College
District Governing Board
Regular Meeting

Tuesday, September 23rd, 2025
Virtually Only
1:00 p.m.

The YouTube channel will be open to the public at **12:45 p.m.** at the latest.

Livestream Link:

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

Members Present:

Ms. Deb McCasland, Board Chair
Mr. Steve Bracety, Board Secretary
Mr. Patrick Kuykendall, Board Member
Mr. William Kiel, Board Member
Mr. Toby Payne, Board Member

Administration Present:

Dr. Lisa B. Rhine, President
Ms. Yvonne Sandoval, Executive Assistant
Atty. Lynne Adams, Board Attorney
Ms. Kimberly Whitman, Secretary to the Board

MINUTES

[HTTPS://YAVAPAI.HOSTED.PANOPTO.COM/PANOPTO/PAGES/VIEWER.ASPX?ID=A11BF6E5-E3C9-4D62-89AD-B36101602578](https://YAVAPAI.HOSTED.PANOPTO.COM/PANOPTO/PAGES/VIEWER.ASPX?ID=A11BF6E5-E3C9-4D62-89AD-B36101602578)

1. General Functions: Procedural
 - a. Call to Order

Meeting called to order by Chair McCasland at 1:00pm

This agenda item begins at 13:00:00

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=48386a56-f378-4342-99da-b361016e8137&start=269.11529>

- b. Pledge of Allegiance {Time: 1}

The Pledge of Allegiance was led by Board Member Kiel

This agenda item begins at 13:00:08

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=48386a56-f378-4342-99da-b361016e8137&start=273.803305>

Yavapai College District Governing Board operates as a policy governance Board. This means that the Board makes all the policy decisions, adopts an annual budget, and hires the college president. The college president oversees daily operations and supervises college employees.

- c. Board Meeting Procedure – Board Chair Deb McCasland – **INFORMATION**
{Time: 5}

Chair McCasland explained the general time constraints for the meeting. It was noted the President's Report was for information only to focus on student achievement, community impact and educational means for student success.

This agenda item begins at 13:00:35

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=48386a56-f378-4342-99da-b361016e8137&start=300.485787>

2. Study Session
- a. President's Report – Dr. Lisa Rhine – **INFORMATION** {Time: 60}
 - i. College Council – Dr. Douglas Berry, Dr. Marylou Mercado, Dr. Janet Nix, and Ms. Diana Dowling
 - 1. Faculty Senate – Dr. Heather Leavitt, Faculty Senate President
(Attached)

This agenda item begins at 13:01:28

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=48386a56-f378-4342-99da-b361016e8137&start=407.842355>

- 2. Staff Association – Ms. Ginney Bilbray, Staff Association President
(Attached)

This agenda item begins at 13:07:43

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=48386a56-f378-4342-99da-b361016e8137&start=735.93543>

- 3. Student Government Association – Talia Yazzie, Student Government President - (Attached)

Mr. Samuel Ogunrinu presented on behalf of Ms. Talia Yazzie and the Student Government Association.

This agenda item begins at 13:12:48

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=48386a56-f378-4342-99da-b361016e8137&start=1090.708881>

- ii. Budget to Actual Monthly Reports and Cash Reserves Monthly Reports for August 2025 (Attached)

This agenda item begins at 13:18:09

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=48386a56-f378-4342-99da-b361016e8137&start=1353.314503>

- b. Yavapai Works Presentation – Dr. Marylou Mercado, Vice President of Workforce Development & Health Sciences – **INFORMATION** {Time: 10}

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This agenda item begins at 13:18:20

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=48386a56-f378-4342-99da-b361016e8137&start=1369.241346>

Board Member comments on presentations given during the President's Report were made at this time. Comments can be found at the link below.

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=48386a56-f378-4342-99da-b361016e8137&start=1882.701473>

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

This agenda item begins at 13:26:56

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=48386a56-f378-4342-99da-b361016e8137&start=1882.701473>

Board members provided reports regarding each of the topics indicated above.

- 3. Board Business
 - a. Yavapai College District Governing Board Travel – Board Chair McCasland - **INFORMATION, DISCUSSION AND DECISION** {Time: 10}

This agenda item begins at 13:30:54

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=48386a56-f378-4342-99da-b361016e8137&start=2116.273495>

The Board discussed the need to limit travel due to potential cost overruns for the Governing Board's budget. There was some discussion regarding the budget categories and when it is considered and adopted by the Board.

- b. Association of Community College Trustee (ACCT) Delegate Conference Selection for Yavapai College – Board Chair McCasland – **INFORMATION, DISCUSSION AND DECISION** {Time: 10}

This item begins at 13:37:23

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=48386a56-f378-4342-99da-b361016e8137&start=2506.27029>

Board Chair McCasland moved, seconded by Board Secretary Bracety, to appoint Board Member Kuykendall to represent Yavapai College as the ACCT Delegate during the 2025 ACCT Congress in New Orleans, happening on October 22nd-24th, 2025. The motion carried unanimously (Ayes, McCasland, Bracety, Kiel, Payne and Kuykendall).

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- c. District Governing Board Schedule – Ms. Yvonne Sandoval, Executive Assistant – **INFORMATION, DISCUSSION, DECISION** - {Time: 5} (*Attached*)
 - i. Special Board Meeting - Tuesday, May 19th, 2026, 1p.m.
 - ii. Regular Board Meeting – Tuesday, November 18th, 2025, 1p.m.

This item begins at 13:40:00

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=48386a56-f378-4342-99da-b361016e8137&start=2664.467662>

Board Executive assistant, Yvonne Sandoval, provided information about Governing Board meeting dates that needed to be changed or added to the Boards calendar.

Board Chair McCasland moved, seconded by Board Member Payne, to add a Special Board Meeting on May 19th, 2026 at 1pm and reschedule the November 18th Regular Board Meeting to November 19th, at 1pm. The Motion carried unanimously (Ayes: McCasland, Bracety, Payne, Kiel and Kuykendall).

- d. Yavapai College District Governing Board Consideration of Potential Future District Governing Board Agenda Items – Board Chair McCasland – **INFORMATION, DISCUSSION AND DECISION** {Time: 10}
 - i. **For Consideration of Inclusion on a Future Meeting Agenda:** Campus visits pursuant to A.R.S. 15-1444 (A)(4), General Powers and Duties of District Boards – Except as otherwise provided, each district board shall: Visit each community college under its jurisdiction and examine carefully into its management, conditions and needs.

This agenda item begins at 13:44:45

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=48386a56-f378-4342-99da-b361016e8137&start=2948.916097>

Board members Kiel and Payne discussed their desire and the potential requirement to visit the College's campuses to comply with statutory requirement.

Board member Kiel moved, seconded by Board Member Kuykendall, to place this item on a future agenda. The motion carried unanimously (Ayes: McCasland, Bracety, Kiel, Payne, and Kuykendall).

- ii. **For Consideration of Inclusion on a Future Meeting Agenda:** In-Person Board Meetings

This agenda item begins at 13:50:43

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=a11bf6e5-e3c9-4d62-89ad-b36101602578&start=3127.739455>

Board Member Kiel moved, seconded by Member Kuykendall, to place this item on a future agenda. The motion carried unanimously (ayes: McCasland, Bracety, Kiel, Kuykendall and Payne).

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- e. Consent Agenda - **DECISION** {Time: 5}
 - i. Board Special Meeting Minutes July 17th, 2025 (*Attached*)
 - ii. Waiver of Conflict of Interest regarding Memorandum of Understanding between Yavapai County and Yavapai Community College District for Internships (*Attached*)
 - iii. Intergovernmental Agreement: Arizona Board of Regents and Yavapai County Community College District (*Attached*)
 - iv. Receipt of Reports on Revenues and Expenditures for July and August 2025 (*Attached*)

This agenda item begins at 13:54:08

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=48386a56-f378-4342-99da-b361016e8137&start=3512.930623>

Board member Kiel asked to pull agenda item iv from the Consent Agenda for discussion.

Board Member Kiel moved, seconded by Member Payne, to approve Consent Agenda items i, ii, and iii. The motion carried unanimously (Ayes: McCasland, Bracety, Kiel, Payne and Kuykendall).

Board member Kiel indicated that he would like additional information regarding the College's financial information presented in the summary report.

Board Member Kiel moved, seconded by Member Payne, to approve Consent Agenda item iv contingent upon his receipt of additional information. The motion did not pass (Ayes: Kiel, Payne, Nay's: McCasland, Bracety, Kuykendall).

Board Chair McCasland moved, seconded by Board Secretary Bracety, to approve Consent Agenda item iv. The motion carried unanimously (Ayes: McCasland, Kuykendall, Payne, Bracety and Kiel).

- 4. Adjournment of Board Workshop: Procedural – **DECISION** {Time: 1}

This agenda item begins at 1:11:28

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=48386a56-f378-4342-99da-b361016e8137&start=4287.843166>

Board Chair McCasland moved, seconded by Board Secretary Bracety, to adjourn the September Regular District Governing Board Meeting. The motion carried unanimously (Ayes: McCasland, Payne, Kiel, Bracety and Kuykendall).

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Respectfully submitted,



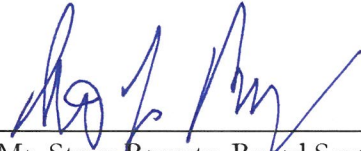
Kimberly Whitman, Recording Secretary

10/29/25

Date



Mrs. Deb McCasland, Board Chair



Mr. Steve Bracety, Board Secretary

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