

Yavapai College
District Governing Board
Regular Meeting

Tuesday, October 28th, 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. William Kiel, Board Member
Mr. Patrick Kuykendall, Board Member
Mr. Toby Payne, Board Member

Administration Present

Dr. Lisa Rhine, President
Ms. Yvonne Sandoval, Executive Assistant
Ms. Sarah Lawson, Board Attorney
Ms. Kimberly Whitman, Board Secretary

Board Meeting was virtual only, all Board Members and administration appeared virtually.

MINUTES

<HTTPS://YAVAPAI.HOSTED.PANOPTO.COM/PANOPTO/PAGES/VIEWER.ASPX?ID=57E569D8-3F71-4935-8901-B384017A82CA>

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

The meeting was called to order by Chair McCasland at 1:00 p.m.

This agenda item begins at 13:00:00

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=57e569d8-3f71-4935-8901-b384017a82ca&start=264.769924>

- b. Pledge of Allegiance {Time: 1}

The Pledge of Allegiance was led by Board Member Payne.

This agenda item begins at 13:00:17

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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}

This agenda item begins at 13:00:46

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=57e569d8-3f71-4935-8901-b384017a82ca&start=312.42171>

Board Chair McCasland explained the general expectations for the meeting. It was noted there would be no interruptions of presentations and Board discussion would take place afterwards in alphabetical order.

2. Board Business

a. Executive Session

- i. A.R.S. § 38-431.03(A)(3) & (A)(4), Discussion with the College's Attorney to Receive Legal Advice and Consider Its Position and Instruct Its Representatives Regarding Its Position on a Potential Contract Related to the Clarkdale Campus– **PROCEDURAL** {Time: 30}

This agenda item begins at 13:03:55

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=57e569d8-3f71-4935-8901-b384017a82ca&start=449.964818>

Board Member Kuykendall moved, seconded by Board Member Kiel, to enter into Executive Session to receive legal advice and consider its position and instruct its representatives regarding a potential contract related to the Clarkdale Campus. The motion carried unanimously (Ayes: McCasland, Bracety, Kiel, Payne and Kuykendall).

The Board entered Executive Session at 1:04 p.m.

b. Reconvene in Public Session

- i. Possible Action to Confirm Consultation Provided on Yavapai College Property – **DECISION** {Time: 5}

This agenda item begins at 13:48:14

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=57e569d8-3f71-4935-8901-b384017a82ca&start=3161.050675>

The Board reconvened in Public Session at 1:48 p.m.

Board Chair McCasland re-confirmed the Board's Confidentiality Statement with the Board after returning from Executive Session. It was explained that all information from the Executive Session is confidential and not to be shared.

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Board Secretary Bracety moved, seconded by Board Member Kuykendall, to follow the legal advice received in executive session as it relates to the Clarkdale campus. The motion carried unanimously (Ayes: McCasland, Bracety, Kuykendall, Payne and Kiel).

Due to time constraints, the District Governing Board considered Item 4, Continued Board Business, before Item 3, Study Session.

4. Continued Board Business

- a. [Item 4(a) was inadvertently omitted from the agenda due to a numbering error.]
- b. [Item 4(b) was inadvertently omitted from the agenda due to a numbering error.]
- c. District Governing Board Schedule – Ms. Yvonne Sandoval, Executive Assistant – **INFORMATION, DISCUSSION, DECISION** - {Time: 5} (*Attached*)
 - i. District Governing Board Edit Policy and Attorney Education Workshop – Tuesday, January 27th, 2026

This agenda item begins at 13:49:30

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=57e569d8-3f71-4935-8901-b384017a82ca&start=3260.8706>

Board Chair McCasland moved, seconded by Board Member Payne to reschedule the January Governing Board Policy and Attorney Education Workshop to Thursday, January 22nd. The motion carried unanimously (Ayes: McCasland, Bracety, Kiel, Payne, and Kuykendall).

- d. 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 – **INFORMATION, DISCUSSION AND DECISION** {Time: 15}

This agenda item begins at 13:54:08

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The Board discussed whether the Board Members should tour each of the Yavapai Community College campuses. Board Member comments on this item are available at the link above.

Board Member Kiel moved, seconded by Board Member Payne, to permit the Board Members that want to tour the campuses to work through the appropriate channels to tour the campuses in person rather than virtually. The motion failed (Ayes: Kiel and Payne; Nays: McCasland, Kuykendall and Bracety).

- e. Consideration of In-Person Board Meetings – **INFORMATION, DISCUSSION AND DECISION** {Time: 15}

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This agenda item begins at 14:16:57

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=57e569d8-3f71-4935-8901-b384017a82ca&start=4883.32922>

The Board discussed whether to return to in-person board meetings. Public attendance, working hours, the number of individuals able to attend online and other topics were discussed. Board Member comments on this item are available at the link above.

Board Member Kiel moved, seconded by Board Member Payne, to return to in-person Board meetings. The motion failed (Ayes: Kiel and Payne; Nays: McCasland, Kuykendall and Bracety).

- f. Consent Agenda – **DECISION** {Time: 5}
 - ii. Board Regular Meeting Minutes September 23rd, 2025 (*Attached*)
 - iii. Intergovernmental Agreement Between Yavapai College and Arizona Healthcare Cost Containment System (*Attached*)
 - iv. Yavapai College's Provost New Curriculum Proposal (*Attached*)
 - 1. Bachelor of Design in Visual Design
 - v. Yavapai College's Workforce Development and Health Sciences New Curriculum Proposal (*Attached*)
 - 1. HVAC Service Technician Certificate
 - 2. Robotics Certificate
 - 3. Bachelor of Applied Science in Public Safety Administration
 - vi. Receipt of Reports on Revenues and Expenditures for September 2025 (*Attached*)
 - vii. 2024 – 2025 Yavapai College All College Council Annual Report (*Attached*)

This agenda item begins at 14:29:15

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=57e569d8-3f71-4935-8901-b384017a82ca&start=5621.75383>

Board Member Kiel asked to pull item v from the Consent Agenda for discussion.
Board Member Payne asked to pull items iii and iv from the Consent Agenda for discussion.

Board Member Kiel moved, seconded by Board Member Payne, to approve the Consent Agenda items i, ii, and vi. The motion passed (Ayes: Payne, Kiel, McCasland, Kuykendall. Nays: Bracety).

Board Member Payne noted that he wanted to celebrate the College's work related to items iii and iv.

Board Member Payne moved, seconded by Board Member Kiel, to approve items iii and iv on the Consent Agenda. The motion passed unanimously (Ayes: Kiel, Kuykendall, Payne, McCasland and Bracety).

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Board Member Kiel asked questions about the College's fund reserves level. Board staff confirmed that the reserve amount was set by Board policy, not by Arizona law.

Board Member Kiel moved, seconded by Board Member Payne, to approve item v on the Consent Agenda. The motion passed unanimously (Ayes: McCasland, Kiel, Kuykendall, Bracety and Payne).

3. 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 Mr. Rodney Jenkins
 - ii. Budget to Actual Monthly Reports and Cash Reserves Monthly Reports – September (*Attached*)

This agenda item begins at 14:38:16

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=57e569d8-3f71-4935-8901-b384017a82ca&start=6162.971046>

1. Faculty Senate – Dr. Heather Leavitt, Faculty Senate President (*Attached*)

This agenda item begins at 14:45:00

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Dr. Douglas Berry presented on behalf of Dr. Heather Leavitt.

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

This agenda item begins at 14:49:26

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Ms. Bilbray presented on the activities for the Staff Association for the remainder of the 2025 year.

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

This agenda item begins at 14:53:29

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=57e569d8-3f71-4935-8901-b384017a82ca&start=7076.111751>

Ms. Yazzie introduced herself in her native language and presented on accomplishments of the Student Government Association.

The Board took a recess from 3:00 to 3:06 p.m.

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Due to time constraints, the District Governing Board considered Item 3(c)(iii), Yavapai College Foundation Board Liaison Update, before Item 3(b), Yavapai College Housing and Other Capital Projects Update.

- c. Board Liaisons' Report – **INFORMATION AND DISCUSSION**
 - iii. Yavapai College Foundation – Board Secretary Steve Bracety

This agenda item begins at 15:06:27

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- b. Yavapai College Housing and Other Capital Projects Update – Dr. Clint Ewell, Chief Operation Officer – **INFORMATION** (*Attached*) {Time: 25}

This agenda item begins at 15:07:42

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Dr. Ewell provided a presentation on the different capital project sites at the Yavapai College Campuses and Centers. Discussion on the projects was held after Dr. Ewell's presentation.

- c. Board Liaisons' Reports - **INFORMATION AND DISCUSSION** {Time: 10}
 - i. Board Spokesperson – Board Chair Deb McCasland
 - ii. AACCT Board Representative – Board Chair Deb McCasland

This agenda item begins at 15:40:04

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

This agenda item begins at 15:42:09

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

The meeting adjourned at 3:48 p.m.

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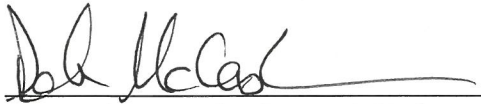
Respectfully submitted,



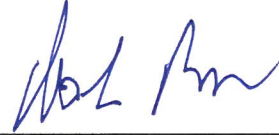
Kimberly Whitman, Recording Secretary

11/20/25

Date



Mrs. Deb McCasland, Board Chair



Mr. Steve Bracety, Board Secretary

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