Yavapai College
District Governing Board
Regular Board Meeting

Tuesday, September 22nd, 2026
Rock House and Virtually
1:00 p.m.

The YouTube channel and Rock House will be open to the public at **12:45 p.m.** at the latest. All individuals attending the meeting in person will be allowed to bring clear bags ONLY into the meeting. In addition, the College has implemented advanced weapons detections systems/metal detectors for attendees. These requirements are similar for attendees at any sporting event or concert, and they are intended to ensure safety. Please plan accordingly.

Prescott Campus
Rock House
1100 E Sheldon Street
Prescott, AZ 86301

Livestream Link:
https://www.youtube.com/user/YavapaiCollege

Members' Present
Steve Bracety, Board Chair
Toby Payne, Board Secretary
William Kiel, Board Member
Deb McCasland, Board Member – ABSENT

Staff Present
Dr. Douglas Berry, Acting President
Mr. Jon Paladini, Board Attorney
Ms. Brooke Hickman, Interim Executive Assistant to the President's Office - ABSENT
Ms. Kimberly Whitman, Secretary to the District Governing Board

MINUTES

1. General Functions: Procedural
    a. Call to Order

This agenda item begins at: 13:00:20
https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=b39caa88-4524-4072-b6ed-b4cd0172ffd6&start=0.349634

Board Chair Bracety called the meeting to order at 1:00pm.

b. Pledge of Allegiance {Time: 1}

This agenda item begins at: 13:00:25
https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=b39caa88-4524-4072-b6ed-b4cd0172ffd6&start=0.349634

Dr. Heather Leavitt led the Pledge of Allegiance.

c. Call to the Public – INFORMATION ONLY – {Time: 10}

This agenda item begins at: 13:01:04
https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=b39caa88-4524-4072-b6ed-b4cd0172ffd6&start=45.257234

One Open Call card was received at the District Governing Board meeting on September 22nd, 2026. Mr. Ryan Jones spoke to the District Governing Board about concerns related to previous approved purchases (a 3D concrete printer and Convocation speaker) and transparency. Mr. Jones' Call to the Public can be viewed at the link above.

d. Adoption of Agenda – Board Chair Steve Bracety – DECISION {Time: 5}

This agenda item begins at: 13:00:47
https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=b39caa88-4524-4072-b6ed-b4cd0172ffd6&start=29.135772

The District Governing Board adopted the agenda, before addressing item 1.c. After adopting the agenda, the board moved to item 1.c Open Call.

Board Chair Bracety, seconded by Board Secretary Payne, moved to adopt the agenda for the September 22nd, 2026, Regular Meeting. The motion passed unanimously (Ayes: Bracety, Payne, Kiel).

2. Study Session
   a. President's Report – Dr. Douglas Berry, Acting President – **INFORMATION** – {Time: 60}

This agenda item begins at: 13:05:23
https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=b39caa88-4524-4072-b6ed-b4cd0172ffd6&start=304.85066

Dr. Berry provided an update to the District Governing Board. Enrollment is up 3.3%, student dorms are at 97% capacity, new Student housing has opened in Chino Valley and the Verde Valley. Both Centers for Learning and Innovation are indicating over 2,700 visits. YC Men's Soccer is currently ranked in the top 25 in the NJCAA.

i. Roughrider Student Spotlight – Dr. Douglas Berry, Acting President (*Attached*)

This agenda item begins at: 13:06: 35
https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=b39caa88-4524-4072-b6ed-b4cd0172ffd6&start=378.888588

Dr. Berry introduced Ms. Mari Halladay, a current Yavapai College student and athlete who has maintained a 4.0 GPA at the College. Mari's story can be viewed at the link above.

ii. College Council – Dr. Marylou Mercado, Dr. Janet Nix and Ms. Diana Dowling

This agenda item begins at: 13:08:12
https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=b39caa88-4524-4072-b6ed-b4cd0172ffd6&start=470.666512

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

This agenda item begins at: 13:08:47
https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=b39caa88-4524-4072-b6ed-b4cd0172ffd6&start=509.048964

Dr. Heather Leavitt provided an update on the Faculty Association to the District Governing Board. Dr. Leavitt introduced the 2026-2027 team for the Faculty Senate and some events they have participate in thus far. Dr. Leavitt identified some projects for the Faculty Senate including Elev8 with 8, new professional growth framework and the Faculty Professional Development Pathways on Canvas. Dr. Leavitt also introduced and recognized the newest Yavapai College Emeritus Faculty. Joan Fisher, Al Garbagnati, Rosemarie Thieme and Maria Thomas were recognized at the meeting. Dr. Leavitt's presentation can be viewed at the link above.

2. Staff Association – Ms. Heather Knowles, Staff Association President - (*Attached*)

This agenda item begins at: 13:21:52
https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=b39caa88-4524-4072-b6ed-b4cd0172ffd6&start=1293.228228

Ms. Heather Knowles provided an update on the Staff Association to the District Governing Board. Ms. Knowles introduced the YCSA members for the 2026-2027 academic year. The website for the YCSA has been redesigned and updated. Ms. Knowles also spoke on a survey for staff members that want to have more community involvement and community service.

3. Student Government Association – Mr. Samuel Ogunrinu, Student Government Association President – (*Attached*)

This agenda item begins at: 13:26:50
https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=b39caa88-4524-4072-b6ed-b4cd0172ffd6&start=1591.364285

Mr. Samuel Ogunrinu provided an update on the Student Government to the District Governing Board. Mr. Ogunrinu introduced the current SGA members for the 2026-2027 academic year and then spoke on his own experiences as a student in SGA. Mr. Ogunrinu spoke about SGA on the Go and the need for SA Representatives to continue supporting Yavapai College students.

iii. Yavapai Works Presentation – Dr. Marylou Mercado, Interim Provost and Vice President Workforce Development, Health Sciences, and Public Services (*Attached*)

This agenda item begins at: 13:32:51
https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=b39caa88-4524-4072-b6ed-b4cd0172ffd6&start=1952.455285

Dr. Mercado provided an update on Yavapai Works to the District Governing Board. Dr. Mercado presented on the current partnerships and data resulting from the workforce footprint being left by Yavapai College. Yavapai Works is assisting clients, students and

community members in Yavapai County by providing paid-for-hand experience, needed supplies and other forms of workforce placement and financial assistance. For numbers and data presented please see the link above.

iv. Budget to Actual Monthly Reports and Cash Reserves Monthly Reports – (June, July and August 2026) (*Attached*)

This agenda item begins at: 13:47:36
https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=b39caa88-4524-4072-b6ed-b4cd0172ffd6&start=2837.99499

b. Policy 205 Treatment of Students – Ms. Diana Dowling, Interim VP of Student Affairs, and Ms. Tania Sheldahl, AVP of Student Affairs and Dean of Students, - (Attached) **INFORMATION AND DISCUSSION** – {Time: 20} (*Attached*)

This agenda item begins at: 13:47:44
https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=b39caa88-4524-4072-b6ed-b4cd0172ffd6&start=2845.372545

Ms. Tania Sheldahl provided a presentation on Policy 205, Treatment of Students, to the District Governing Board. Ms. Sheldahl provided information on how the College is currently meeting Policy 205 and protecting its students. Policy 205 is supported by 8 additional college policies. A 5-year history was used to show the current complaints from Students. Complaints due to AI are rising as of this year. Please see the link above for the additional data presented.

c. Yavapai College District Governing Board Budget Update FY26/FY27 – Dr. Clint Ewell, Chief Operating Officer – **INFORMATION AND DISCUSSION** – {Time: 15}

This agenda item begins at: 14:10:40
https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=b39caa88-4524-4072-b6ed-b4cd0172ffd6&start=4220.896445

Dr. Ewell provided an update on the Board budget documents to the District Governing Board. Dr. Ewell pointed out the addition of fiscal years in the budget documents included in the Agenda Packet for the District Governing Board. Multiple fiscal years will now be included in the Agenda Packet. Discussion can be viewed at the link above.

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

This agenda item begins at: 14:14:17
https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=b39caa88-4524-4072-b6ed-b4cd0172ffd6&start=4438.855766

Board Chair Bracety provided an update on the AC4 meeting that took place in Flagstaff, AZ. Board Chair Bracety spoke on the ribbon cutting ceremonies for the new student housing on the Chino and Verde Valley campuses. Board Member Kiel provided an update

on the Yavapai College Foundation. The Foundation will be holding a meeting at the end of September, 2026. Member Kiel also spoke on the Harvest Festival on Saturday October 10th.

e. Yavapai College District Governing Board Consent Agenda Items Q&A – Mr. Ed Lacasse, Purchasing Director of Procurement and Contract Services - **INFORMATION AND DISCUSSION** – {Time: 15} (*Attached*)

This agenda item begins at: 14:38:55
https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=b39caa88-4524-4072-b6ed-b4cd0172ffd6&start=5916.492834

The District Governing Board addressed item 3a prior to item 2e. The District Governing Board returned to item 2e after discussing item 3a. Mr. Ed Lacasse provided information to the Board regarding items requiring Board approval and signature. Discussion can be viewed at the link above.

3. Board Business
   a. Revisions to Board Policy 310 for Consistency with HLC Criteria 2.C. Board Governance – Dr. Douglas Berry, Acting President, and Ms. Megan Crossfield, Director of Academic Initiatives and HLC Accreditation Liaison Officer (ALO) – **INFORMATION, DISCUSSION AND DECISION** – {Time: 20} (*Attached*)

This agenda item begins at: 14:19:52
https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=b39caa88-4524-4072-b6ed-b4cd0172ffd6&start=4773.893422

Ms. Megan Crossfield spoke to the District Governing Board about Board Policy 310. An update was approved in February 2026 to meet HLC accreditation criteria. The policy was then revised a second time in March, where the revisions were lost. The current approved policy does not align with the HLC criteria. A revision was presented to the Board that included the Board revisions in March, and the HLC revision approved in February. Discussion on the policy can be viewed at the link above.

Board Chair Bracety, Seconded by Board Secretary Payne, moved to approve the changes presented to the Board at the September 22nd, 2026, Regular Meeting to maintain HLC compliance with the expectation that Policy 310 will be included on a future agenda to discuss additional topics of concern. The motion passed unanimously (Ayes: Bracety, Kiel and Payne).

   b. Potential Revision to the Yavapai College District Governing Board Executive Session Process and Potential Revision of Current Minutes Process – **INFORMATION, DISCUSSION AND DECISION** – {Time: 30}
      i. Yavapai College District Governing Board Minutes Format

This agenda item begins at: 14:56:48
https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=b39caa88-4524-4072-b6ed-b4cd0172ffd6&start=6989.563632

Board Member Kiel spoke on the current formatting of the District Governing Board Minutes. Member Kiel stated he believes the current format is difficult for the public to

utilize. Board Member Kiel believes the Minutes should be drafted with AI to be more descriptive and then reviewed. Discussion on the topic can be viewed at the link above.

Board Secretary Payne, seconded by Board Chair Bracety, moved to provide directions to Dr. Berry to look more into this topic with staff and report back to the District Governing Board. The motion passed with a 2-1 vote. (Ayes: Bracety, Payne Nays: Kiel).

ii. Inclusion of Yavapai College Secretary to the District Governing Board in Future Executive Sessions

This agenda item begins at: 15:07:04
https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=b39caa88-4524-4072-b6ed-b4cd0172ffd6&start=7605.275629

Board Member Kiel expressed concerns with the Secretary to the District Governing Board not being included in Executive Session for the purpose of taking minutes. Board Secretary Payne expressed that he is happy to continue writing the minutes and prefers it. No change will be made to the minute recording process for Executive Sessions. If requested in the future, the Secretary to the Board will be asked to record minutes.

Board Chair Bracety moved, seconded by Board Member Kiel, to keep the Executive Session minutes at the discretion of the Board Secretary. The motion passed unanimously (Ayes: Bracety, Kiel and Payne).

c. Yavapai College District Governing Board Meeting Dates and Times Selection Process – Mr. Jon Paladini, Board Attorney – **INFORMATION, DISCUSSION AND DECISION** – {Time: 15}

This agenda item begins at: 15:11:51
https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=b39caa88-4524-4072-b6ed-b4cd0172ffd6&start=7892.445659

Board Attorney Paladini provided information on the topic due to concerns raised by Board Members. It was discussed that all Regular Meetings are scheduled for the academic year. Special Board Meetings are called based on need and rely on basic scheduling. There are no reasons outside of availability and the Board Chair's discretion that the Special Meetings are called.

d. Association of Community College Trustee (ACCT) Delegate Conference Selection (ACCT Leadership Congress 2026) for Yavapai College – Board Chair Steve Bracety – **INFORMATION, DISCUSSION AND DECISION** {Time: 10}

This agenda item begins at: 15:14:41
https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=b39caa88-4524-4072-b6ed-b4cd0172ffd6&start=8062.445083

Board Secretary Payne, seconded by Board Member Kiel, moved to appoint Board Chair Bracety as the Voting Delegate for the 2026 ACCT Leadership Congress. The motion passed unanimously (Ayes: Bracety, Kiel and Payne).

e. Consent Agenda – **DECISION** – {Time: 10}
   i. Intergovernmental Agreement Between the Arizona Board of Regents, University of Arizona and Yavapai County Community College District (*Attached*)
   ii. Intergovernmental Agreement Between the Arizona Health Care Cost Containment System (AHCCCS) and Yavapai County Community College District (Contract #YH27-0052)
   iii. District Governing Board Special Public Meeting Minutes – July 29th, 2026 (*Attached*)
   iv. District Governing Board Special Public Meeting Minutes – August 11th, 2026 (*Attached*)
   v. District Governing Board Special Public Meeting Minutes – August 17th, 2026 (*Attached*)
   vi. District Governing Board Special Public Meeting Minutes – September 3rd, 2026 (*Attached*)
   vii. Receipt of Reports of Revenues and Expenditures for June 2026, July 2026 and August 2026 (*Attached*)

This agenda item begins at: 15:15:34
https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=b39caa88-4524-4072-b6ed-b4cd0172ffd6&start=8115.508175

Board Member Kiel, seconded by Board Chair Bracety, moved to approve the Consent Agenda for the September 22nd, 2026 District Governing Board Regular Meeting. The motion passed unanimously (Ayes: Bracety, Kiel and Payne).

4. Request for Future Agenda Items – **INFORMATION, DISCUSSION, AND DECISION** {Time: 10}

This agenda item begins at: 15:16:01
https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=b39caa88-4524-4072-b6ed-b4cd0172ffd6&start=8142.468213

Board Member Payne requested the following items: A report on the viticulture well status including how deep, the yield, the current water plan and how much of the $800k investment was used, A report on the Prescott Pines status including the yearly cost against the income and current and future projected improvements, a report on the Verde Valley facilities that just opened in relation to costs.

Board Member Kiel requested an Executive Session on physical security.

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

Board Chair Bracety, seconded by Board Secretary Payne, moved to adjourn the September 22nd, 2026, Yavapai College District Governing Board Regular Meeting. The motion passed unanimously (Ayes: Kiel, Bracety and Payne).

Respectfully Submitted,

Kimberly Whitman, Recording Secretary

10/27/24
Date

Mr. Steve Bracety, Board Chair

Mr. Toby Payne, Board Secretary

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.