

Yavapai College
District Governing Board
Regular Meeting

Tuesday, October 29, 2024
1:00 p.m.

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

Livestream Link:

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

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

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=99eba874-cca1-48bd-b955-b218017b8665>

1. General Functions: Procedural

a. Call to Order {Time: 1}

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

b. Pledge of Allegiance {Time: 1}

The Pledge of Allegiance was led by Member Sigafoos.

- c. Adoption of Agenda – **DECISION** {Time: 1}
Chair McCasland explained that due to the availability of an attorney who will be providing legal advice to the board in the executive session, agenda items 3.e and 3.f need to be moved to earlier in the agenda.

Secretary Kuknyo moved, seconded by Member Bracety, to adopt the agenda with the amendment of moving item 3.e and 3.f to immediately after this agenda item. Motion carried 4:1 (Ayes: McCasland, Kuknyo, Sigafos, and Bracety; Nay: Payne).

3. Board Business

- e. Executive Session
- i. A.R.S. §38-431.03(A)(7) and §38-431.03(A)(3), Discussion and Consultation with College Representatives Regarding Legal Advice and Potential Lease and/or Purchase of Real Property, or Properties, in Prescott – **PROCEDURAL** {Time: 60}

Member Sigafos moved, seconded by Secretary Kuknyo, to go into Executive Session pursuant to A.R.S. § 38-431.03(A)(7) and § 38-431.03(A)(3), Discussion and Consultation with College Representatives Regarding Legal Advice and Potential Lease and/or Purchase of Real Property, or Properties, in Prescott. Motion carried 4:1 (Ayes: McCasland, Kuknyo, Sigafos, and Bracety; Nay: Payne).

- f. Reconvene in Public Session
- ii. 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 2:05 p.m.

Recorded discussion and comments are available and begin at 13:00.

Secretary Kuknyo moved, seconded by Member Sigafos, that the board confirm its 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, Bracety, and Payne).

1. General Functions: Procedural

- d. Open Call – {Time: 10}

The following members of the public requested to speak:

1. **William Kiel (Recording at 14:28)**

2. Ray Sigafos (Recording at 16:47)

2. Study Session

- a. President's Reports - Dr. Lisa Rhine - **INFORMATION** {Time: 60}
 - i. College Council – Dr. Douglas Berry, Dr. Marylou Mercado, Dr. Janet Nix, and Mr. Rodney Jenkins
 1. Faculty Senate – Dr. Alex Barber, Faculty Senate President (*Attached*)

Recorded discussion and comments are available and begin at 20:14.

Dr. Berry introduced Dr. Alex Barber, president of the Faculty Association, to share a faculty senate report. Dr. Barber highlighted several key updates, including the Association's ongoing projects focused on faculty contracts, professional portfolios, and organizing community-building events such as potlucks and food drives. They are also preparing for the SAM Awards and plan to attend sports events in the spring. Dr. Barber recognized three faculty members — Jason Whitesitt, Jessica Hawk, and Jared King — for their outstanding contributions and achievements. Secretary Kuknyo praised the Faculty Association's accomplishments, noting that other colleges aspire to replicate their successful initiatives. Other board members expressed gratitude for the Faculty Association's hard work and dedication.

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

Recorded discussion and comments are available and begin at 20:14.

Dr. Nix introduced Ms. Bobbie Evans, the coordinator at the Verde Valley campus, who provided an update on YCSA. Ms. Evans expressed gratitude to Chair McCasland and the board members for allowing her to represent YCSA. She shared insights from the recent YCSA retreat, themed "Go Team," which featured keynote speakers Carol Beard and Ginney Bilbray. Ms. Evans highlighted the retreat's focus on positive leadership traits inspired by cheerleaders and how these traits can enhance teamwork and morale in the workplace. She described retreat activities, including an icebreaker and facilitated discussions on applying cheerleading principles to improve work environments. Chair McCasland and Dr. Rhine thanked both Ms. Evans and Dr. Nix for their presentation.

3. Student Government Association – Mr. Conner Bustamante, Treasurer of Yavapai College Student Government Association (*Attached*)

Recorded discussion and comments are available and begin at 27:41.

Mr. Jenkins introduced Connor Bustamante, the treasurer of the Student Government Association, who shared his personal journey and spoke about the significant impact Yavapai College has had on his life. Mr. Bustamante introduced representatives from each campus and outlined future SGA initiatives, including efforts to enhance online engagement and improve access to information about college resources. Secretary Kuknyo inquired if the recent changes led by Dr. Rhine and the staff had affected him positively. Mr. Bustamante responded enthusiastically, noting a positive shift and expressing how much he enjoys coming to college each day. Member Sigafos praised the student representatives and asked about his transition from Southern California to Prescott Valley and his experience in the bachelor's program, while Member Bracety expressed excitement for his upcoming graduation. Chair McCasland reflected on her own experience in student government at Yavapai College and shared satisfaction with SGA's efforts. Mr. Jenkins also praised the student government team and voiced enthusiasm for their future initiatives.

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

There were no comments or questions about the report.

- b. 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 33:51.

Chair McCasland reported on her participation in the recent ACCT Leadership Conference in Seattle, including a board chairperson workshop, where they highlighted the College's strong leadership and staff. McCasland also discussed hosting a breakfast at the conference for the AACCT, which brought together representatives from all Arizona community colleges. Member Bracety provided an update from the College Foundation meeting, announcing the hiring of a new Chief Development Officer, Ms. Nicole Kennedy, and shared excitement about her addition to the team, along with the date of the next meeting. Secretary Kuknyo spoke about a presentation on housing issues at the ACCT conference, noting its positive impact on attendees, and Chair McCasland added that it had also resonated with their peers.

- c. Dates and Time of Future Meetings and Events - **INFORMATION AND DISCUSSION** {Time: 5}
 - i. 2024-2025 Dates, Times, and Places of Future Board Meetings, Workshops, and Retreats (*Attached*)
 - ii. 2024-2025 Dates, Times, and Places of Future College Events (*Attached*)

- iii. 2024-2025 Dates, Times, and Places of Future National, State, and Local Events *(Attached)*

Recorded discussion and comments are available and begin at 36:47.

District Governing Board Coordinator, Ms. Deanne Petty, reviewed the future meetings, College events, and conference dates.

3. Board Business

- a. Bachelor of Applied Science in Business – Optimized 92 Credit Hour Degree – Dr. Doug Berry, Provost - **INFORMATION, DISCUSSION, AND DECISION** {Time: 30} (Attached)

Recorded discussion and comments are available and begin at 39:01.

Dr. Berry, along with Associate Dean of Business Ms. Lauri Dreher, presented the new program proposal for the 92-credit Bachelor of Applied Science in Business degree, detailing its history and the Higher Learning Commission's recent approval of a reduced-credit bachelor's program. Dr. Berry highlighted the benefits of this optimized degree, including faster graduation, cost savings, and increased hands-on experience, which is especially advantageous for working adult students. He also emphasized collaborations with industry and university partners and the program's endorsement by both the College curriculum committee and College Council. Ms. Dreher outlined the structure of the 92-credit degree, contrasting it with the previous 120-credit Bachelor of Science degree, and explained the adjustments made to general education, lower division, upper division, and elective requirements. Chair McCasland inquired about transfer credits for prior learning, which were confirmed as applicable. Member Sigafos congratulated the team on the program's accreditation, noted its positive impact on the accounting profession. Secretary Kuknyo shared how early business courses had benefited his career.

Dr. Rhine concluded the presentation with thanks and addressed questions about the new program's unique curriculum. Chair McCasland expressed gratitude to Dr. Rhine and the team for their proactive approach in expanding opportunities for students. Dr. Rhine recognized the College's strong relationship with the Higher Learning Commission and the dedication of faculty and staff. In response to Member Sigafos, Dr. Rhine shared that while some universities are piloting 92-credit bachelor's programs, the College aims to be the first community college to offer a 92-credit option. Chair McCasland emphasized the degree's alignment with community needs and demand for business education. Dr. Rhine concluded by noting the upcoming visit from the Higher Learning Commission for curriculum approval, with plans to enroll students by fall 2025.

Member Sigafos moved, seconded by Member Bracety, to approve the new program proposal for the Bachelor of Applied Science in Business – Optimized 92 Credit Hour Degree. Motion carried unanimously (Ayes: McCasland, Kuknyo, Sigafos, Bracety and Payne).

- b. Preliminary Budget Assumptions & Proposed Scholarship, Tuition, Fees, and Discounts for Fiscal Year 2026 – Dr. Clint Ewell, Vice President of Finance – **INFORMATION, DISCUSSION, AND DECISION** {Time: 60} (Attached)

Recorded discussion and comments are available and begin at 49:35.

Dr. Ewell began by explaining the timing of discussing budget assumptions and seeking approval for next year's tuition rates in October to enable financial aid packaging in November. He outlined the College's annual budget cycle, noting key activities from February through May, and provided an overview of revenue sources, with an emphasis on property taxes and tuition. Highlighting Arizona's relatively low property taxes, Dr. Ewell presented comparative graphs showing the College's property tax and tuition rates among peer institutions and emphasized the affordability of tuition. He proposed a 1% annual increase in the property tax levy to avoid larger, less frequent hikes to the tax levy in the future. Dr. Ewell discussed budget assumptions, including projected growth from new programs, a 5% tuition increase, anticipated revenue growth, salary raises, and increased health insurance costs. He clarified fund allocations and addressed questions on property tax usage and OER and ERP systems.

Moving to tuition, Dr. Ewell outlined the College's efforts to enhance transparency by reducing course and program fees and explained the three-tier tuition system, proposing shifts to different tiers for some courses due to cost considerations. He discussed out-of-state tuition options and proposed increases for upper-division courses, as well as discounts for high school concurrent coursework and possible in-state rates for out-of-state students taking six or fewer credits. Secretary Kuknyo commented on OER's role in offsetting costs. Dr. Ewell noted the College's continued support for scholarship programs, including the YC Promise, which offers tuition reimbursement for timely degree completion, and the Workforce Promise, aimed at local residents. Member Bracety shared positive feedback about these scholarship programs.

Dr. Ewell concluded by discussing proposed fee increases for specific programs, such as aviation, fire science, and commercial truck driving, along with administrative fees for items like proctoring, transcripts, and meal plans, aligning them with peer benchmarks.

He summarized the proposed changes to tuition and fees, as outlined in his presentation, and requested approval from the board.

Member Sigafos moved, seconded by Member Payne, to approve the Preliminary Budget Assumptions & Proposed Scholarship, Tuition, Fees, and Discounts for Fiscal Year 2026, as presented by Dr. Ewell. Motion carried unanimously (Ayes: McCasland, Kuknyo, Sigafos, Bracety and Payne).

- c. Yavapai College Past President Tribute – Mr. Rodney Jenkins, Vice President of Community Relations and Student Development - **INFORMATION, DISCUSSION AND DECISION** {Time: 15}

Recorded discussion and comments are available and begin at 1:14:42.

This agenda item was first discussed at the last regular board meeting, and the board asked the College administration to further examine this issue and report back to the board. Mr. Jenkins expressed caution about naming opportunities linked to previous College presidents, noting that any naming is typically tied to a cash donation or significant achievement to avoid setting a precedent. Member Sigafoos provided historical context, emphasizing the positive changes and accomplishments of former President Jim Horton, such as acquiring the CTEC property and establishing the Southwest Wine Center and the Family Enrichment Center. Member Sigafoos advocated for honoring Horton's contributions, which he viewed as exceptional and transformative. Mr. Jenkins acknowledged Horton's achievements but reiterated that such accomplishments align with a president's expected role and outcomes. He suggested an endowment or scholarship as a more fitting recognition method, emphasizing the importance of focusing on future accomplishments.

Chair McCasland sought clarification on whether the board should vote on a recognition plan or if the College administration could proceed independently. Mr. Jenkins confirmed that he would prefer that the board give the administration the authority to move forward with potential tributes to President Horton, with the President reporting progress back to the board. Member Payne suggested that the naming opportunity might extend beyond a building's interior. Chair McCasland supported giving Mr. Jenkins flexibility on the naming location. Secretary Kuknyo suggested a formal motion might be unnecessary, but Mr. Jenkins emphasized the importance of finalizing a motion for legal records.

Member Sigafoos moved, seconded by Member Bracety, to direct the College staff to follow the direction of the board regarding possible honoring options for President Horton, and to work with the President, who will report back to the board as necessary. Motion carried 4:1 (Ayes: McCasland, Sigafoos, Bracety, and Payne; Nay: Kuknyo).

- d. Consent Agenda – **DECISION** {Time: 5}
- i. Regular Meeting Minutes – Tuesday, September 24, 2024 (*Attached*)
 - ii. Board Executive Session Confidential Minutes – Real Estate - Tuesday, September 24, 2024
 - iii. Board Executive Session Confidential Minutes – President Goals - Tuesday, September 24, 2024
 - iv. 2024-17 Yavapai College District Governing Board Resolution (*Attached*)
 - v. Yavapai College Summary of New Program Proposals (*Attached*)
 1. Limited X-Ray Machine Operator Certificate
 - vi. Acceptance of President's Report on College Council for 2023-2024 (*Attached*)
 - vii. Receipt of Report on Revenues and Expenditures for September 2024 (*Attached*)

Recorded discussion and comments are available and begin at 1:43:08.

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

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

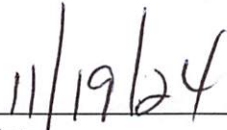
Member Sigafos moved, seconded by Member Bracety, to adjourn the Regular Meeting. Motion carried unanimously (Ayes: McCasland, Kuknyo, Sigafos, Bracety, and Payne).

Regular Meeting adjourned at 3:48 p.m.

Respectfully submitted:



Deanne K. Petty, Recording Secretary



Date



Ms. Deb McCasland, Board Chair



Mr. Chris Kuknyo, Secretary