

Yavapai College District Governing Board

Regular Board Meeting Tuesday, August 12, 2014 1:00 p.m. Rock House, Prescott Campus



- Call to Order Board Chair, Ray Sigafoos
- Pledge of Allegiance
- Welcome and Recognition of Guests & Staff
- Approval of June 10, 2014 Minutes
- Adoption of Agenda



Executive Session



Convene in Public Session Item #8

Sedona Cultural Park Property



OPEN CALL

"Request to Speak" Form to Secretary 3 Minutes Per Speaker Please



CONSENT AGENDA Items #10-14

- o Revenues & Expenditures June 2014
- 2.3.1 President's Monthly Monitoring Report – Budget Deviations
- 2.3.2 President's Monthly Monitoring Report – Reserves
- O 4.7 Board Self-Evaluation Governing Board Policy



INFORMATION Item #16

Dr. Penny Wills, President

- Convocation August 11
- Grand Opening Kachina and Marapai
- Grand Opening SW Wine Center
- GFOA Certificate of Achievement for Excellence in Financial Reporting





KACHINA & MARAPAI RESIDENCE HALL GRAND OPENING

August 21, 2014 - 4:30 to 6:00 p.m. Join Yavapai College

In celebration of the Grand Opening of our recently renovated and remodeled residence halls

> Ribbon Cutting @ 4:30 Followed by Tours 💠 Food 🛠 Music







Mou're invited

GRAND OPENING of the Teaching Winery at the Southwest Wine Center September 12, 2014 at 4:30pm

Dr. Penny Wills, President of Yavapai College, would like to invite you to the GRAND OPENING of the Teaching Winery at the Southwest Wine Center. The state of the art teaching winery will be the knowledge gateway and data repository for viticulture and enology practices throughout the desert southwest.

Following the ceremonial toast, guests will be given private tours of the teaching winery.

Yavapai College Verde Valley Campus 601 Black Hills Drive, Clarkdale AZ



RSVP Karen Jones karen.jones@yc.edu or 928.776.2307



Government Finance Officers Association

Certificate of Achievement for Excellence in Financial Reporting

Presented to

Yavapai County Community College District Arizona

> For its Comprehensive Annual Financial Report for the Fiscal Year Ended

> > June 30, 2013

Jeffrey R. Ener

Executive Director/CEO



INFORMATION

Dr. Penny Wills, President

- Tax Appeals
- Facility Management News
- College Highlights



INFORMATION

Dr. Stuart Blacklaw – Vice President for Instruction and Student Services

- Introduction Dr. Craig Ralston, Dean for Arts and Humanities
- Departure **Sandy Garber**, Dean for Student Services
- Faculty Senate Update
- Update Stacey Hilton, Dean for Computer Technology and Instructional Support

Yavapai COLLEGE

Rural Community College Alliance Pre-Conference Workshop Wednesday, September 24, 2014





Presented by Teaching & eLearning Support (TeLS)

life explored

Summer & Winter Institutes

The institutes focus on best practices in the classroom, as well as technology topics for enhancing the student learning experience.



Teacher Academy

A full day workshop designed for K-12 community educators.



life explored

EDU 255: Fundamentals of Educational Technology

Emphasis on systematic processes for designing, developing, evaluating and implementing technology effectively into instruction and the impact emerging technologies have on the educational environment.

Teaching Online Workshop

Introduces instructors new to online learning the best practices and basic skills needed to be effective in the online environment.

TEACHERS LEARNING TOGETHER Home Start Here Controlling the Web - Adding Content - A Bigger Community - EDU 256 - Who We Read ISTE Standards Flickr Group « Older Entries Subscribe to Posts Email Address How Long is Too Long? Subscribe Posted July 14, 2014 By Thatcher Bohrman **Class** websites Say "Videos have to be 5 minutes or less", then repeat that to your friends and coworkers. They will Todd Conaway no doubt agree, or suggest that really it has to be 3 minutes or less, or even, in marketing circles, 1 Thatcher Bohrman minute or less. I agree, too. Unless it's an educational thing, then you can wiggle a bit. In fact, wiggle Mark Fredrick a lot, on the couch or in a comfortable chair even, if that what it takes to settle in and enjoy video Wendy Watson Diigo Group Links over 5 minutes long Ellen Newell Jen Brown 4 Free Web Tools for Student Portfolios j Edutopia Caveat Lamold by some definitions, born in 1969, Still, my Gayle Reniamin Leonard Miller attention span isn't that great sometimes, either. That said, I think Kidblog | Safe and simple blogs for your students. Karen Mendez we all, generation gaps be damned, should slow down and enjoy Using Entrepreneurship to Transform Ashley Paisano the video, even the 20+ minute ones. If it's for the sake of



TeLS Media Studio

TeLS provides a state of the art media studio for audio and video creation.

life explored

New Faculty Orientation

First year probationary faculty are required to complete a comprehensive year long orientation program. TeLS contributes to the content and training for first year faculty.





life explored

9x9x25 Challenge

Faculty were challenged to write 25 sentences about teaching and learning per week for nine weeks.



TeLS Webletter

Web based resource for current topics in education and a place to share TeLS support and information.



life explored

57 Second Blackboard Tip

Weekly tips distributed to all college faculty targeting the use of the Blackboard LMS.



Your community. Your college.

March for Best Practice

A two week event that asked faculty to create short "Best Practice" videos shared on YouTube and Webletter.

March for Best Practice! March 17th through the 28th



Are you ready to march with us? You can find directions and propaganda here. Don't want to march with us? Well, you can see our march below and learn from the participants by simply clicking the play button on any video! They all play full screen if you click the icon in the lower right corner of the player! This is a peaceful march, so please, no screaming obscenities, throwing objects, flipping cars, or demeaning those who do not support our noble cause.

WALK WITH US IN THE MARCH FOR BEST PRACTICE



VERDE ADJUNCT FACULTY Best Practice: Sharing with your colleagues



JOANNE OELLERS Best Practice: Activities lead to desired learning



THATCHER BOHRMAN Best Practice: Using synchronous learning tools

life explored

Student Orientation to Online Learning & Digital Literacy Workshops

Student Orientation to Online Learning

Workshops targeted to assist students new to online learning and technology.

Campus	Day & Time	Location	
Prescott	Thursday, August 14th, 3:30 pm - 5:00 pm	19-206	
Prescott	Friday, August 15th, 3:00 pm - 4:30 pm	19-206	
Prescott	Wednesday, August 20th, 12:00 pm - 1:30 pm	19-208	
Prescott	Tuesday, August 26th, 9:00 am - 10:30 am	19-206	
Verde Valley	Thursday, August 14th, 10:00 am - 11:30 am	G-104	
Verde Valley	Monday, August 18th, 3:00 pm - 4:30 pm	G-104	

Workshop Materials 2014rccaconference.wordpress.com

MILE HIGH ASPIRATIONS

CONFERENCE RESOURCES - ABOUT TELS ONLINE HOMES

HOME

TELS WEBLETTER

SUMMER & WINTER

OUR MEDIA STUDIO

VIDEO CREATION AND SERVICES

57 SECOND BLACKBOARD TIP OF THE WEEK

BROWN BAG TRAININGS

9X9X25 CHALLENGE

MARCH FOR BEST PRACTICES

WELCOME TO OUR PRE-CONFERENCE SESSION!

() JULY 15, 2014 COMMENT

Welcome to Prescott and welcome to our Teaching and eLearning Support (TeLS) pre-conference workshop. During this four hour session will share some of the tools and strategies we use to engage faculty on the web, in their offices and in the hallways, and in their classrooms.

Engage with Your Students (of all ages) and Your

THE TELS TEAM

The Teaching and eLearning Support team here at Yavapai College welcomes you to the RCCA Conference and our pre-conference session!

Vavapai

RURAL COMMUNITY COLLEGE ALLIANCE creating opportunities in place

COLLEGE

TELS WEBLETTER

The ITC Summer Newsletter Features Three YC Faculty

A Copyright Education

League for Innovation Learning Summit

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REPORTS FROM BOARD MEMBERS

Item #18



MONITORING REPORTS Item #20

✓ 4.0 Board Self-Evaluation Board/President Linkage

Policy Number	District Governing Board Policy Review Evaluation of Board Policies Compilation-August 2014 Policies: 4.0 Board - President Linkage <u>Call if you need any help finding data in OurBoardroom™</u> (Barbara, 928.776.2023)	In Compliance	Out of Compliance	* Need More Data	N/A - Not Relevant at this time
4.0 Board-President Linkage	The Board's sole official connection to the operational organization, its achievements and conduct shall be through a Chief Executive Officer, titled President of Yavapai College.	4			

If you indicated that the Board was out-of-compliance with one of its above-listed policies, please state the reason why:

Is this policy still relevant or useful to the Board? Yes $\frac{3}{2}$ No \Box 1

If not, should it be deleted, updated, changed? Please comment for discussion during Board meeting.

Comments/Remarks:

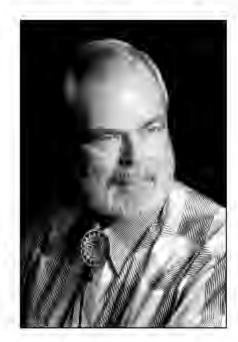


RECESS 10 MINUTES

POLICY ISSUES Item #23

• Naming of the Observatory - Policy 6.2.2

E. JAMES CONLEY (1937 - 2013)



Telescope and drive donated May 2014

"For the advancement of astronomy education at Yavapaí College, and the benefit of future astronomers. May your skies be always clear."

Jim & Lynne Conley, Phoenix Arizona 2006 - 2014 charter members of the Desert Foothills Astronomy Club



BOARD EDUCATION/STRATEGIC PLANNING

Items #25-26

International Policy Governance Association (IPGA) Conference Report – June 2014

Chair Sigafoos

≻Karen Jones

Update – Board Retreat



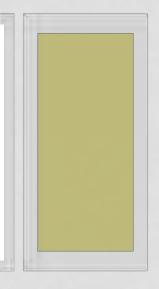
OWNERSHIP LINKAGE Item #28

District Governing Board Ownership Survey

*Preliminary Results

COMMUNITY SURVEY

PRELIMINARY FINDINGS - PREPARED FOR THE AUGUST 12, 2014 DISTRICT GOVERNING BOARD MEETING



SURVEY COMMUNICATION

Verde Independent

PrescottValleyTribune





What's your opinion, Yavapai County?



Complete the Yavapai College District Governing Board's survey about its goals: education, economic development, and cultural enrichment. Are those the right goals for the College? Here's your chance to weigh in.



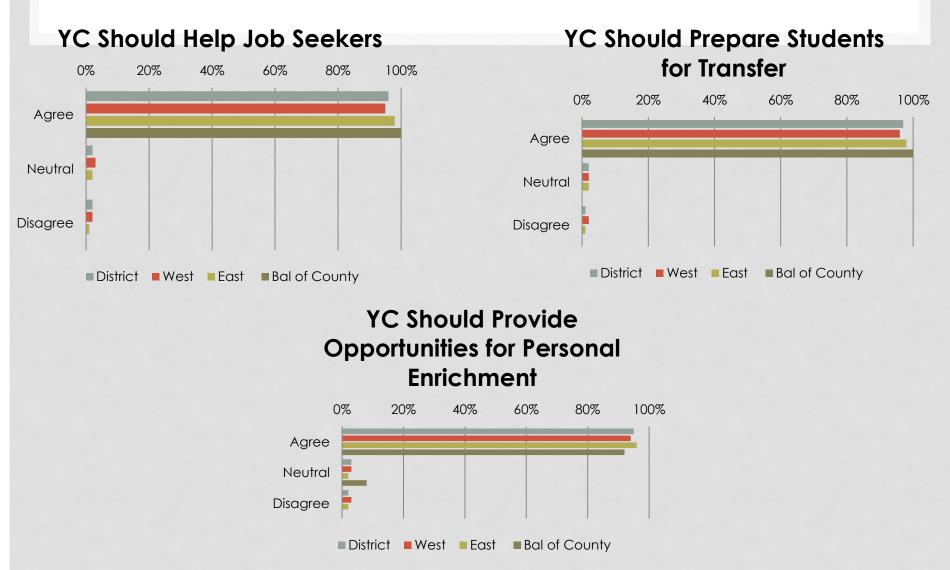






90K direct mail pieces; online ads; print ads; radio PSAs; Chambers of Commerce emails; Social Media postings

EDUCATION ENDS

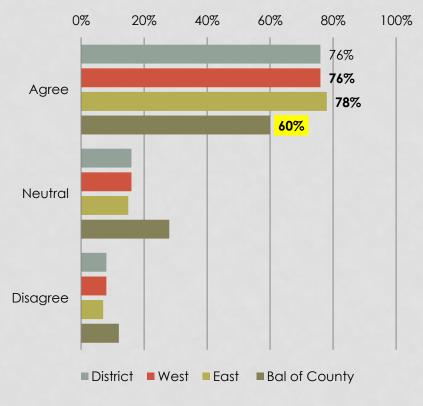


ECONOMIC/CULTURAL ENDS

Business to County 20% 0% 40% 60% 80% 100% 1 74% Agree 79% 84% Neutral Disagree ■ District ■ West ■ East ■ Bal of County

YC Should Help Attact New

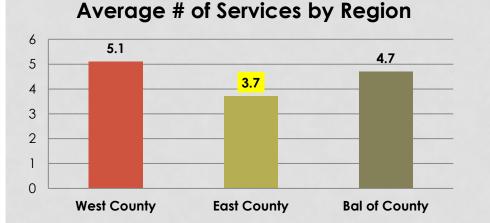
YC Should Enhance Cultural Life of Residents



Average # of Services by Region

Average # of Services by Gender

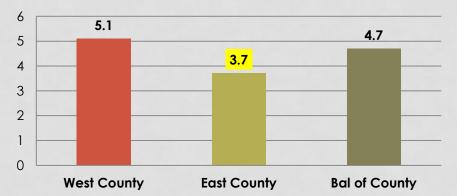
Average # of Services by Age Group



Average # of Services by Age

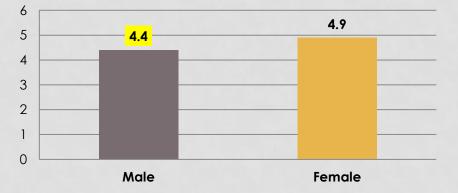
Group

Average # of Services by Gender

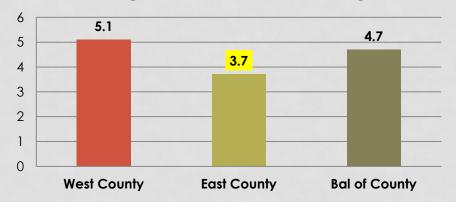


Average # of Services by Region

Average # of Services by Gender

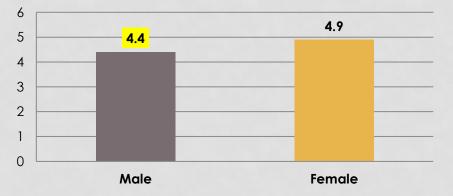


Average # of Services by Age Group

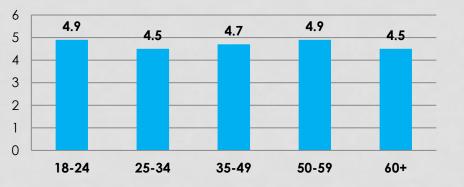


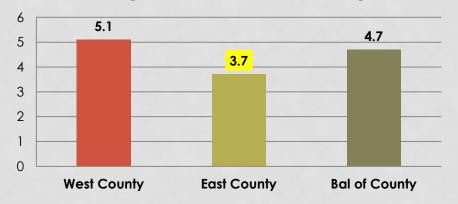
Average # of Services by Region

Average # of Services by Gender



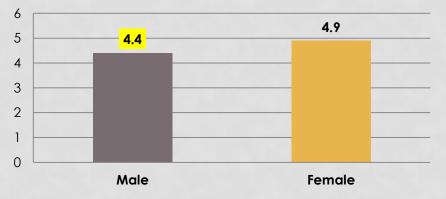
Average # of Services by Age Group



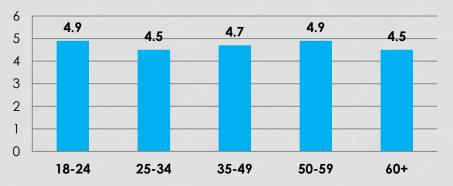


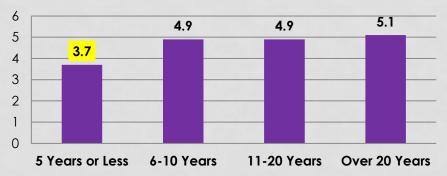
Average # of Services by Region

Average # of Services by Gender



Average # of Services by Age Group



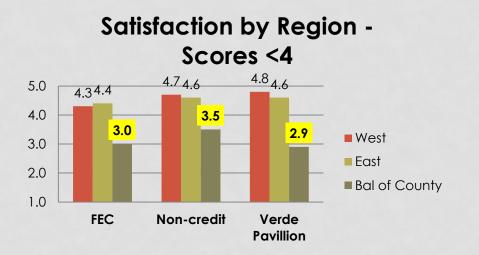


SATISFACTION WITH YC SERVICES

Satisfaction by Region -Scores <4 Satisfaction by Gender -Scores < 4

Satisfaction by Age - Scores < 4

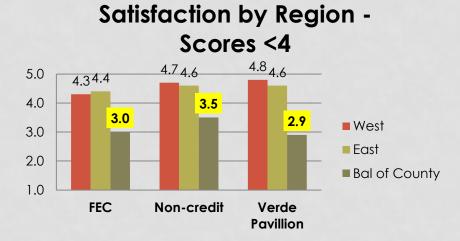
SATISFACTION WITH YC SERVICES

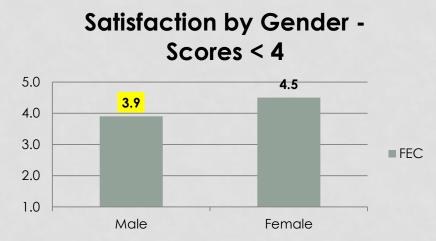


Satisfaction by Gender -Scores < 4

Satisfaction by Age - Scores < 4

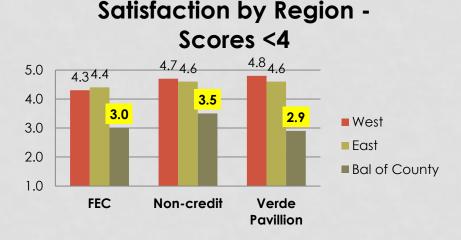
SATISFACTION WITH YC SERVICES



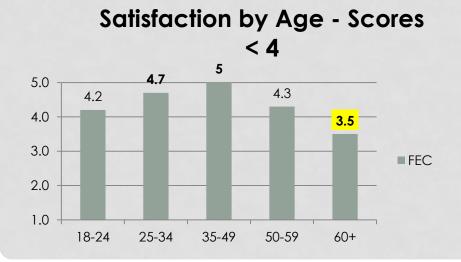


Satisfaction by Age - Scores < 4

SATISFACTION WITH YC SERVICES







OVERALL SATISFACTION

0% 10% 20% 30% 40% 50% 60% 70% 80% 90% 100% 88% Agree 69% 92% Neutral Disagree ■ District ■ West ■ East ■ Bal of County

YC is making Yavapai County a Better Place

WHAT CAN YC DO TO IMPROVE?

East County Themes

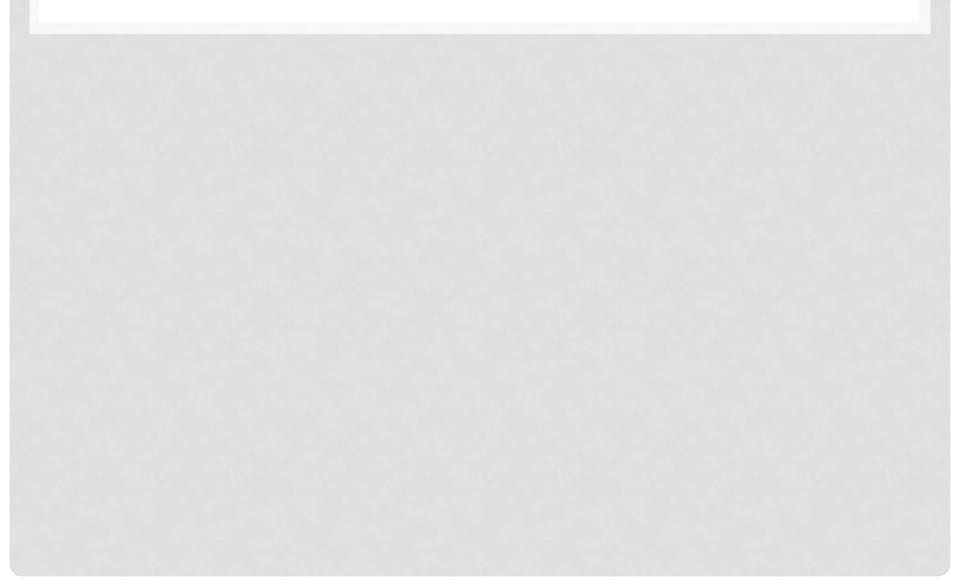
- Programming (151)
- Scheduling Issues (52)
- Not Enough East County Taxes Spent in East County (41)
- Improve Marketing/Outreach (30)

West County Themes

- Lower Pricing (32)
- Keep/More Art (28)
- Academic Quality (20)

 Improve Marketing/Outreach (19)

QUESTIONS?





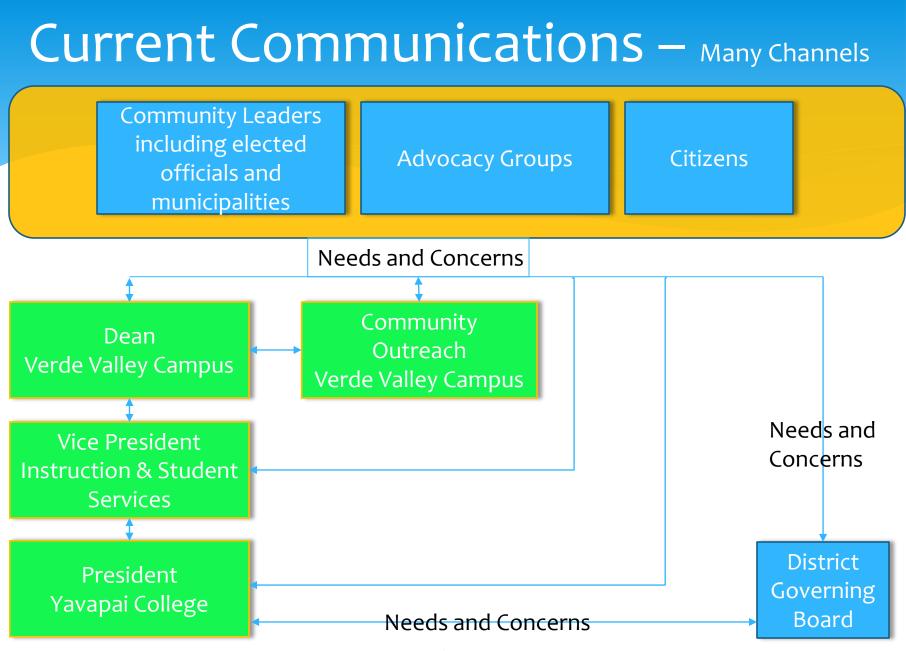
OWNERSHIP LINKAGE

ltem # 29

Verde Valley Advisory Committee

Verde Valley Advisory Committee

Albert M. Filardo Herald Harrington As of June 27, 2014



45

Formation of VV Advisory Committee

Selection of Members Process TBD

- Camp Verde
- Clarkdale
- Cottonwood
- Jerome
- Sedona
- Yavapai County District 2 and 3 (unincorporated areas)

Verde Valley Advisory Committee

 YC Community Outreach, Verde Campus to join the Committee

VV Advisory Committee - Vision

VISION

Recognized as the Verde Valley's voice for constructive and collaborative dialog between residents and the Yavapai College District Governing Board to promote improved access to quality higher education

We ensure the citizens of the Verde Valley have a forum by which their voices are heard regarding their educational needs and concerns. Addressing the array of needs across diverse populations in the Verde Valley is important. We partner with the Yavapai College District Governing Board to determine the most effective and efficient ways for our citizens to access quality education. Furthermore, we collaborate with the District Governing Board to help them create plans that serve the current and future needs of all citizens, enriching their lives at every age.

VV Advisory Committee - Mission

MISSION

To provide advice to the Yavapai College District Governing Board based on objective analysis and feedback from Verde Valley communities

We are an unbiased, community communications vehicle by which citizens in the Verde Valley may provide data-driven advice to the Yavapai College District Governing Board. Based on accurate and reliable data and input from citizens, we perform careful analysis as the basis for advice we present. We seek input from the array of communities in the Verde Valley: young and old; public and private; businesses and non-profits. We are citizen leaders that speak with one voice to prioritize the educational needs of the Verde Valley.

VV Advisory Committee - Goals

- **1.** Establish bylaws
- 2. Select officers
- 3. Inform the communities of the purpose of the Committee
- 4. Determine issues to resolve and prioritize
- 5. Create meeting schedule

VV Advisory Committee – Guiding Principles

- 1. Integrity
- 2. Teamwork
- 3. Accountability
- 4. Leadership
- 5. Service
- 6. Stewardship

We never compromise our integrity. Having integrity means more than simply the absence of deception. We tell the truth, honor our commitments, adhere to ethical standards, treat others with respect and act responsibly. We do the right thing because it is the right thing to do.

Integrity

Teamwork

We practice teamwork through such actions as assisting each other, providing each other feedback, exchanging information, and executing our tasks in a timely and integrated manner. We recognize that we make better decisions and produce better results together than working alone. Consensus and coherence are key to our approach. We speak with one voice once the group makes a decision.



We honor our commitments and take responsibility for our actions.

Leadership

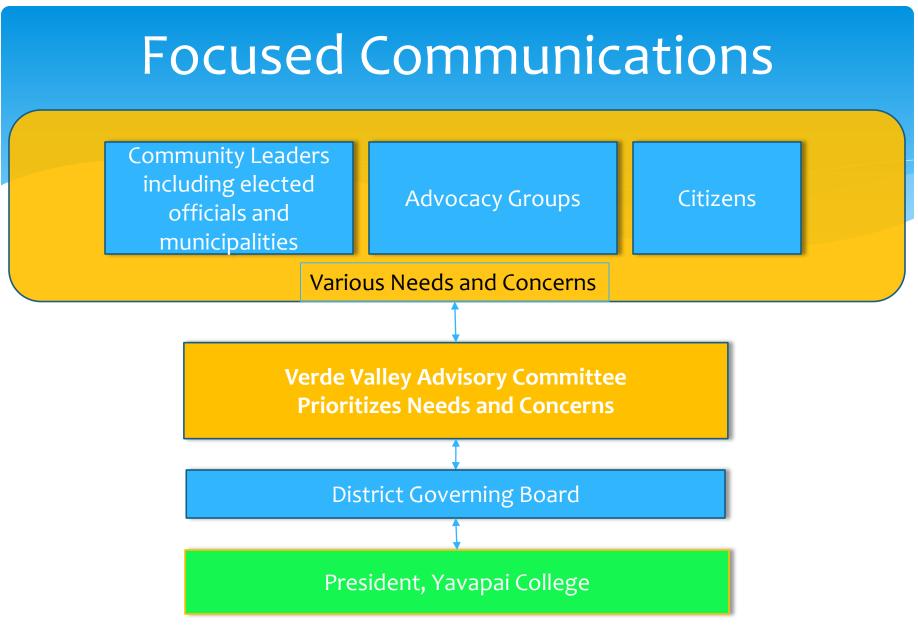
As citizen leaders we lead by example. We foster an environment that empowers and motivates others to successfully accomplish their objectives. We mentor and develop each other and our peers.

Service

We commit ourselves not only to meeting expectations, but to exceeding them. We recognize that our citizens are the most important judges of the quality of the processes, advice, and analysis we provide. We are faithful servants.



We strive to make the best use of resources within our control and to support others in doing the same. We recognize that we are caretakers of these resources.





OWNERSHIP LINKAGE Item #30

✓ Reports From Board Liaisons

✓ Yavapai College Foundation – Dr. Patricia McCarver

✓ Board Spokesperson – Mr. Herald Harrington



OTHER INFORMATION Item #32-33

Correspondence to the Board

- 2014 Proposed Addition and Changes to Dates and Places of Future Meetings
 - ADD: September 9th Retreat Continued Before Regular Board Meeting
 - September 9th Regular Meeting Relocated to Prescott Campus
 - October 14th Regular Meeting Relocated to Verde Valley Campus

PROPOSED DATES AND PLACES OF FUTURE MEETINGS 2014	
TYPE OF MEETING	DATE/DAY/TIME/LOCATION
Regular Board Meeting	January 14, 2014, Tuesday, 1:00 p.m.
	Location: Prescott Campus-Rock House
Regular Board Meeting	February 4, 2014, Tuesday, 1:00 p.m.
Regular Board Meeting	Location: Prescott Campus-Rock House March 4, 2014, Tuesday, 1:00 p.m. *
Regular board meeting	Location: Sedona Campus
Work Session	March 5, 2014, Wednesday, 9:00 a.m.
	Location: Prescott Campus – Rock House
Roughrider Community Tennis Center	March 6, 2014, Thursday, 11:00 a.m. Location: Prescott
Ground Breaking	Campus – Roughrider Community Tennis Center
Regular Board Meeting	April 15, 2014, Tuesday, 11:30 a.m.*
	Location: Prescott Campus-Rock House
Nursing Pinning Ceremony	May 7, 2014, Wednesday, 3:00 p.m.
	Location: Prescott Campus – Performing Arts Center
Northern Arizona Regional Training	May 8, 2014, Thursday, 11:00 a.m.
Academy (NARTA) Commencement	Location: Prescott Campus – Performing Arts Cente
Verde Valley Commencement	May 9, 2014, Friday, 6:00 p.m.
	Location: Verde Valley Campus
Prescott Commencement	May 10, 2014, Saturday, 6:00 p.m.
	Location: Prescott Campus – Performing Arts Cente
Regular Board Meeting	May 13, 2014, Tuesday, 1:00 p.m.
	Location: Career & Technical Education Center (CTEC) Rm 105
Regular Board Meeting	June 10, 2014, Tuesday, 1:00 p.m.
	Location: Prescott Campus-Rock House
JOL	T 2014 - NO BOAKD MEETING
Regular Board Meeting	August 12, 2014, Tuesday, 1:00 p.m.
	Location: Prescott Campus-Rock House
Grand Opening - Kachina & Marapai	August 21, 2014, Thursday, 4:30 p.m.
Residence Halls	Location: Prescott Campus – Kachina & Marapa
Board Retreat - Strategic Planning	September 8, 2014, Monday – 9:00 a.m.
	Location: Prescott Campus-Rock House
Board Retreat Continued - Strategic	September 9, 2014, Tuesday – 9:00 a.m.
Planning	Location: Prescott Campus-Bldg.32-119
Regular Board Meeting	September 9, 2014, Tuesday, 1:00 p.m.
	Location: Prescott Campus-Rock House
Southwest Wine Center Grand	September 12, 2014, Friday, 4:30 p.m.
Opening	September 12, 2014, Friday, 4:30 p.m. Location: Verde Campus SW Wine Center
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Opening Regular Board Meeting	September 12, 2014, Friday, 4:30 p.m. Location: Verde Campus SW Wine Center October 14, 2014, Tuesday, 1:00 p.m.
Opening Regular Board Meeting Association of Community College	September 12, 2014, Friday, 4:30 p.m. Location: Verde Campus SW Wine Center October 14, 2014, Tuesday, 1:00 p.m. Location: Verde Campus Room M-13
Opening Regular Board Meeting Association of Community College Trustees (ACCT) Leadership Congress	September 12, 2014, Friday, 4:30 p.m. Location: Verde Campus SW Wine Center October 14, 2014, Tuesday, 1:00 p.m. Location: Verde Campus Room M-132 October 22 – October 25, 2014 Location: Chicago, IL
Opening Regular Board Meeting Association of Community College	September 12, 2014, Friday, 4:30 p.m. Location: Verde Campus SW Wine Center October 14, 2014, Tuesday, 1:00 p.m. Location: Verde Campus Room M-137 October 22 – October 25, 2014 Location: Chicago, IL November 18, 2014, Tuesday, 1:00 p.m.*
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Opening Regular Board Meeting Association of Community College Trustees (ACCT) Leadership Congress Regular Board Meeting Northern Arizona Regional Training Academy (NARTA) Commencement Nursing Pinning Ceremony	September 12, 2014, Friday, 4:30 p.m. Location: Verde Campus SW Wine Center October 14, 2014, Tuesday, 1:00 p.m. Location: Verde Campus Room M-137 October 22 – October 25, 2014 Location: Chicago, IL November 18, 2014, Tuesday, 1:00 p.m.* Location: Town of Prescott Valley Auditorium December 2014 - TBD Location: Prescott Campus – Performing Arts Center December 2014 - TBD Location: Prescott Campus – Performing Arts Center
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 February 4, 2014 (First Tuesday of the Month) changed due to out of state conferences
March 4, 2014 (First Tuesday of the Month) changed due to Spring Break scheduled for March 10th – 14th
November 18, 2014 (Third Tuesday of the Month) changed due to Veteran's Day November 11
April 15, 2014 (Third Tuesday of the Month) - Mr. Sigafoos is requesting third Tuesday of the month, due to his tax season workload. Approved and Revised 8/6/2014



OTHER INFORMATION

2015 Proposed Dates and Places of Future Meetings

PROPOSED DATES AND PLACES OF FUTURE MEETINGS 2015	
TYPE OF MEETING	DATE/DAY/TIME/LOCATION
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Regular Board Meeting	February 10, 2015, Tuesday, 1:00 p.m. Location: Prescott Campus-Rock House
Regular Board Meeting	March 3, 2015, Tuesday, 1:00 p.m. Location: Sedona Campus
Regular Board Meeting	April 14, 2015, Tuesday, 1:00 p.m. Location: Prescott Campus-Rock House
Nursing Pinning Ceremony	May 9, 2015, Saturday, 3:00 p.m. Location: Prescott Campus – Performing Arts Center
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Verde Valley Commencement	May 8, 2015, Friday, 6:00 p.m. Location: Verde Valley Campus
Prescott Commencement	May 9, 2015, Saturday, 6:00 p.m. Location: Prescott Campus – Performing Arts Center
Regular Board Meeting	May 12, 2015, Tuesday, 1:00 p.m. Location: Career & Technical Education Center (CTEC) Rm 105
Regular Board Meeting	June 9, 2015, Tuesday, 1:00 p.m. Location: Prescott Campus-Rock House
JULY 2015 - NO BOARD MEETING	
Regular Board Meeting	August 11, 2015, Tuesday, 1:00 p.m. Location: Prescott Campus-Rock House
Board Retreat - Strategic Planning	September TBD, 2015, XXXday – 9:00 a.m. Location: Prescott Campus-Rock House
Regular Board Meeting	September 8, 2015, Tuesday, 1:00 p.m. Location: Verde Campus Room M-137
Regular Board Meeting	October 13, 2015, Tuesday, 1:00 p.m. Location: Chino Valley Agribusiness Center Rm 120/121
Association of Community College Trustees (ACCT) Leadership Congress	October 14 – October 17, 2015 Location: San Diego, CA
Regular Board Meeting	November 10, 2015, Tuesday, 1:00 p.m. Location: Town of Prescott Valley Auditorium
Northern Arizona Regional Training	December 2015 - TBD
Academy (NARTA) Commencement	Location: Prescott Campus – Performing Arts Center
Nursing Pinning Ceremony	December 2015 - TBD Location: Prescott Campus – Performing Arts Center
Annual Board Retreat	December 2015 - TBD Location: Prescott Campus – Rock House
Regular Board Meeting	December 8, 2015, Tuesday, 1:00 p.m. Location: Prescott Campus – Rock House
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* March 3, 2015 (First Tuesday of the Month) changed due to Spring Break scheduled for March 9th – 13th



ADJOURNMENT



UPCOMING

District Governing Board Meetings

- Board Retreat September 8, 2014, 9:00 a.m. at Prescott Campus, Rock House
- Board Retreat September 9, 2014, 10:30 a.m. at Prescott Campus, Building 32, Room 119
- Regular Meeting September 9, 2014, 1:00 p.m. at Prescott Campus, Rock House