

Bob Oliphant - signage
Ruth Wicks – VVCCCA Advocate
Chris Kuknyo – Citizens Tax Committee
Lisa Sandoval – Yavapai Apache Nation

10. MONITORING REPORT – HEADING

11. November Board Meeting Evaluation - INFORMATION AND/OR DISCUSSION (refer to Board agenda, pgs. 16-17)

At the November 14, 2017 meeting, the Board completed the assessment of how the meeting was conducted; commitment to governance style and processes; and the Board's performance according to the Board's Governance Process.

12. CONSENT AGENDA – HEADING

Member McCarver moved, seconded by Member Harris, to approve Consent Agenda with the exception of item #17. Motion carried unanimously.

13. Receipt of Report on Revenues and Expenditures – Month of December 2017 - RECEIPT, DISCUSSION, AND/OR DECISION (refer to Board agenda, pgs. 19-28)

14. Consideration for Approval of Faculty Sabbatical Request for 2018-2019 - RECEIPT, DISCUSSION, AND/OR DECISION (refer to Board agenda, pgs. 29-40)

This item is on the consent agenda to comply with A.R.S. §15-510 - Authorization of Leaves of Absence; Application; Preservation of Rights. Faculty members apply for a Sabbatical leave and applications are reviewed and prioritized by the Division Dean, Professional Growth Committee, Vice President for Instruction and Student Development, and the President. Upon review of available funding and prioritizing, the College recommends the District Governing Board approve the following request:

Tara O'Neill, School of Social Sciences, is requesting a sabbatical for the Spring 2019 semester to complete her dissertation and Ph.D. in General Psychology with an Emphasis in Integrating Technology, Learning and Psychology.

15. For Consideration for Approval of the First Amendment to the Intergovernmental Agreement Between Yavapai College and Mayer Unified School District for a Public Notice Electronic LED Sign- RECEIPT, DISCUSSION AND/OR DECISION (refer to Board agenda, pgs. 41-52)

For consideration for approval of the first amendment to the intergovernmental agreement (IGA) Between Yavapai College and Mayer Unified School District for a public notice electronic LED sign.

16. For Consideration for Approval of the Second Amendment to the Intergovernmental Agreement (IGA) Between Yavapai College and Humboldt Unified District No. 22 for the Purpose of Providing On-Site Nursing Training - RECEIPT, DISCUSSION AND/OR DECISION (refer to Board agenda, pgs. 53-63)

For consideration for approval of the second amendment to the intergovernmental agreement (IGA) between Yavapai College and Humboldt Unified District No. 22 for the purpose of providing on-site nursing training for five (5) additional years. This second amendment will extend the IGA until March 19, 2023.

17. For Consideration for Approval of the Termination of the Intergovernmental Agreement Between Yavapai College and the City of Prescott for a NARTA Academy Sergeant - RECEIPT, DISCUSSION AND/OR DECISION (refer to Board agenda, pgs. 64-71)

For consideration for approval of the termination of the intergovernmental agreement between Yavapai College and the City of Prescott for a Sergeant for the Northern Arizona Regional Training Academy (NARTA). The College is currently working on an IGA with Yavapai County Sheriff's Office for the NARTA Sergeant and therefore the current IGA with the City must be terminated.

Member McCasland moved, seconded by Member McCarver, to approve Consent Agenda item #17 as written. Motion carried unanimously.

18. INFORMATION - HEADING

19. Information from the President to Include Spring 2018 Convocation; All Arizona Academic Team; Achieve60AZ; Budget to Actual Monthly Report; Cash Reserves Monthly Report; Yavapai College Staff Association Update; College Highlights; Facilities Management News; and Other Related Information - INFORMATION AND/OR DISCUSSION (refer to Board agenda, pgs. 73-101)

Dr. Penny Wills reported on the following topics with discussion from the Board:

- Spring 2018 Convocation
- All Arizona Academic Team 2018
- Achieve60AZ, Education Advances Everyone - Video
- Budget to Actual Monthly Report - Attached
- Cash Reserves Monthly Report – Attached
- Yavapai College Staff Association (YCSA) Newsletter - Attached - Information Only
- College Highlights – Attached – Information Only
- Facilities Management News - Attached - Information Only

20. Information from Instruction and Student Development to Include Faculty Senate; Pathways Update; and Adjunct Advisor - INFORMATION AND/OR DISCUSSION (refer to Board agenda, pgs. 102-114)

Dr. Ron Liss, Vice President for Instruction and Student Development Division, presented an update on the following:

- Faculty Senate Update - Dr. Matt Percy reported that beginning this Fall all online classes will be incorporating Quality Matters standards. Spring semester work will continue to work on our shared governance process with review of survey results, developing a matrix that identifies faculty and administration role in recommendations/decisions; and reviewing all faculty committees' functions and purpose.
- Pathways Update - Tania Sheldahl, Associate Vice President for Student Development and Scott Farnsworth, Associate Vice President for Student Success and Dean for Science, Health & Public Safety, presented FY16-17 accomplishments, current year priorities, and metrics to measure student success.
- Adjunct Advisor – Attached – Information Only

21. RESA Production Technician Training and Internship - INFORMATION AND/OR DISCUSSION – Agenda item was postponed until after the recess

22. SHORT RECESS - PROCEDURAL

Meeting recessed at 1:51 p.m.; reconvened at 2:01 p.m.

21. RESA Production Technician Training and Internship - INFORMATION AND/OR DISCUSSION (refer to handout)

Vice President Dr. Ron Liss and Michael Lamar, Prescott City Manager, presented the new Yavapai College Career and Technical Education 14-week training and internship program in custom 3D printing. The program was developed by Yavapai College in partnership with the City of Prescott Economic Development Office and RESA Wear.

23. POLICY ISSUES - HEADING

24. Consideration for Approval of Proposed Revised Executive Limitations Policies - DISCUSSION AND/OR DECISION (refer to Board agenda, pgs. 116-119)

At the December 11, 2017 District Governing Board Retreat, the Board revised and approved in substance the Executive Limitations Policies as attached. The Board reviewed the final policies for correct wording and grammar.

Member McCarver moved, seconded by Member Harris, to adopt the Executive Limitations as written. Motion carried unanimously.

25. Consideration of Preliminary Assumptions for 2018-2019 Budget Planning - DISCUSSION AND/OR DECISION (refer to handout)

Dr. Clint Ewell, Vice President for Finance and Administrative Services, presented the preliminary assumptions for budget planning for the Fiscal Year Ending June 30, 2019.

Assumptions includes:

1. Increases in Expenses: salary, benefits, preventative maintenance, deferred maintenance, and student success initiatives.
2. Increases in Revenues: recommendations for property tax and tuition & fees

26. MONITORING REPORTS – HEADING

27. Receipt of President's Monitoring Report - Executive Limitation 2.4 - Asset Protection - MONITORING, DISCUSSION, AND/OR DECISION (refer to Board agenda, pgs. 121-127)

Member McCarver moved, seconded by Member Harris, that we have read the President's Monitoring Report regarding Policy 2.4, we believe that the interpretation of the policy provided is reasonable, and we believe that there is sufficient evidence to support the conclusion of compliance with this policy. Therefore, I move that we accept the Monitoring Report for Policy 2.4. Motion carried unanimously.

28. Receipt of President's Monitoring Report - Executive Limitations - 2.5 Communication and Support to the District Governing Board and 2.5.1 Compliance - MONITORING, DISCUSSION, AND/OR DECISION (refer to Board agenda, pgs. 128-132)

Member Harris moved, seconded by Member McCarver, that we have read the President's Monitoring Report regarding Policy 2.5 and 2.5.1, we believe that the interpretation of the policy provided is reasonable, and we believe that there is sufficient evidence to support the conclusion of compliance with these policies. Therefore, I move that we accept the Monitoring Report for Policy 2.5 and 2.5.1. Motion carried unanimously.

29. Receipt of President's Monitoring Report - Executive Limitations - 2.6 Presidential Continuity and Absences – MONITORING, DISCUSSION, AND/OR DECISION (refer to Board agenda, pgs. 133-136)

Member McCarver moved, seconded by Member Harris, that we have read the President's Monitoring Report regarding Policy 2.6, we believe that the interpretation of the policy provided is reasonable, and we believe that there is sufficient evidence to support the conclusion of compliance with this policy. Therefore, I move that we accept the Monitoring Report for Policy 2.6. Motion carried unanimously.

30. Content Review of Governance Policy 3.7 - Cost of Governance - MONITORING, DISCUSSION, AND/OR DECISION (refer to Board agenda, pgs. 137-139)

At the October 24, 2017 Meeting, the Board developed a process and schedule for monitoring and reviewing the Governance Process (3's) and Board-President Linkage (4's) Policies. The Board reviewed policy 3.7 Cost of Governance for content and a compilation of suggested edits was presented for the Boards' consideration.

31. BOARD EDUCATION/STRATEGIC THINKING AND PLANNING – HEADING

32. Board Education regarding Open Meeting Law, Ethics, and Conflict of Interest Declaration - INFORMATION AND DISCUSSION (refer to Board agenda, pgs. 141-160)

Lynne Adams, District Governing Board Counsel, provided Board Education related to Open Meeting Law for Board members, with particular emphasis on ethics and the conflict of interest statutes.

Board members are asked to complete the Annual Conflict of Interest Declaration annually, as required by Board Policy 3.3. Conflict of Interest forms are provided in the Board packet to be completed and returned to the Executive Assistant by January 31, 2018. The Conflict of Interest forms will be shared and reviewed by all Board members at the February 13, 2018 Regular Board meeting. This form shall be kept in a file maintained by the College and which shall be open to the public.

33. OWNERSHIP LINKAGE - HEADING - CONTINUED

34. Reports from Board Liaisons – Board Spokesperson; Arizona Association for District Governing Boards (AADGB); and Yavapai College Foundation – INFORMATION, AND/OR DISCUSSION

- Board Spokesperson – no report.
- Arizona Association for District Governing Boards (AADGB) – Members McCasland and Harris

reported that both attended the ACCT Governance Institute for Student Success (GISS) event to be held on November 29th and 30th at the Maricopa Community College.

- Yavapai College Foundation - Dr. Patricia McCarver reported the last meeting was held on December 13th as a Holiday celebration and the next meeting will be on January 17th in the Community Room.

35. OTHER INFORMATION – HEADING

36. District Governing Board Dates and Places of Future Meetings - DISCUSSION AND/OR DECISION (refer to Board agenda, pgs. 163-167)

The Board reviewed the Proposed Dates and Places for Future with reminder of:

- i. Due to the Performing Arts Building 15 Reopening Event on March 6, 2018, the Board meeting locations will be the February 13 at the Verde Valley Campus and the March 6 at the Prescott Campus.
- ii. The International Policy Governance Policy Association (IPGA) Annual Conference is June 21-23, 2018 in Savannah, Georgia. The early bird registration discount expires January 31, 2018.
- iii. Registration opens this month for the Association of Community College Trustees (ACCT) Leadership Congress to be held in New York, New York, October 24-27, 2018.

37. MONITORING REPORT - HEADING (CONTINUED)

38. Board Meeting Evaluation (Monthly) - DISCUSSION, AND/OR DECISION

The Board completed the Monthly Board Meeting Evaluation for today's meeting.

39. ADJOURNMENT OF REGULAR MEETING - PROCEDURAL

Member McCarver moved, seconded by Member Harris, to adjourn the meeting. Motion carried unanimously.

Regular meeting adjourned at 3:24 p.m.

Respectfully submitted:

_____/S/_____
Ms. Karen Jones, Recording Secretary

Date: February 13, 2018

_____/S/_____
Mr. Ray Sigafos, Chair

_____/S/_____
Mr. Steve Irwin, Secretary

*Board agenda, packet materials, handouts from meeting are on file in the District Office and posted on the College website: www.yc.edu.
The mission of Yavapai College is to provide quality higher learning and cultural resources for the diverse populations of Yavapai County.*