

**Yavapai College**  
District Governing Board  
Regular Board Meeting

Tuesday, November 17, 2020  
1:00 p.m.

**Online Only**

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

**Member Present:**

Ms. Deb McCasland, Board Chair  
Dr. Patricia McCarver, Secretary  
Mr. Ray Sigafoos, Board Member  
Mr. Paul Chevalier, Board Member  
Mr. Mitch Padilla, Board Member

**Administration Present:**

Dr. Lisa B. Rhine, President  
Atty. Lynne Adams, Board Attorney  
Ms. Yvonne Sandoval, Executive Assistant

**MINUTES**

- 1.0 General Functions: Procedural (Reference: Board Policy 3.4 Agenda Planning)
  - 1.1 Call to Order (Reference: Board Policy 3.4 Agenda Planning) {Time: 1}  
Chair McCasland called the Yavapai College District Governing Board Meeting to order at 1:00p.m.
  - 1.2 Pledge of Allegiance (Reference: Board Policy 3.4 Agenda Planning) {Time: 1}  
The Pledge of Allegiance was led by Member Padilla.
  - 1.3 Adoption of Agenda – **DECISION** (Reference: Board Policy 3.4 Agenda Planning) {Time: 5}  
**Member Sigafoos moved, seconded by Member Padilla, to adopt the District Governing Board Agenda. Motion was carried 4-1 (Ayes: McCasland, McCarver, Sigafoos, and Padilla; Nay: Chevalier)**
  - 1.4 Board Minutes Approval – **DISCUSSION AND DECISION** (Reference: Board Policy 3.5.4 Secretary) {Time: 5}
    - 1.4.1 Regular Board Meeting Minutes – Tuesday, October 20, 2020 (*Attached*)  
**Member Padilla moved, seconded by Member McCarver, to approve the District Governing Board Minutes for Tuesday, October 20, 2020. Motion carried unanimously.**
  - 1.5 Open Call - **INFORMATION** (Reference: Board Policy 3.1.1 Trustee Obligation and Board Policy 3.2.1 Ownership Linkage) {Time: 10}  
No community members registered for open call.

- 2.0 New Business: (Reference Board Policy 3.2.1 Ownership Linkage)
- 2.1 Consent Agenda – **DECISION** (Reference Board Policy 3.4.3.4 Consent Agenda) {Time: 5}
- 2.1.1 Receipt of Report on Revenues and Expenditures for September 2020  
*(Attached)*  
Member Chevalier asked that this matter be pulled from the Consent Agenda for discussion. During discussion, Member Chevalier asked Dr. Ewell questions about the financial reports included on pages 15 and 16 of the Board Packet. Dr. Ewell indicated that he would look into the issues raised.
- Member Chevalier moved, seconded by Member Sigafos, to table Consent Agenda item 2.1.1. Receipt of Report on Revenues and Expenditures for September 2020 until the Tuesday, January 12, 2021 District Governing Board Meeting. Motion was carried unanimously.**
- 2.2 Overview and Environmental Scan of Yavapai County and Yavapai College – **INFORMATION AND DISCUSSION** (Reference: Board Policy 2.8.1.1 Timely Information & Criteria) {Time: 45}  
Dr. Tom Hughes provided a presentation on the Overview and Environmental Scan of Yavapai County and Yavapai College to the District Governing Board.
- 2.3 President’s Monitoring Reports – **MONITORING, DISCUSSION, AND DECISION** (Reference: Board Policy 3.4.4 President Monitoring) {Time: 10}
- 2.3.1 Policy 2.3 Compensation and Benefits *(Attached)*  
**Member McCarver moved, seconded by Member Padilla, we have read the President’s Monitoring Report regarding Policy 2.3 and its sub-policies, 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 the policy. Therefore, I move that we accept the Monitoring Report for Policy 2.3 and its sub-policies. Motion carried unanimously.**
- 3.0 Information Business: (Reference: Board Policy 3.2.1 Ownership Linkage) –
- 3.1 Board Self-Evaluation and Review of Board Policies **INFORMATION AND DISCUSSION** (Reference: Board Policy 3.1.5 Self-Evaluation) {Time: 10}
- 3.1.1 Evaluation Board Policy 4 Board – President Linkage *(Attached)*  
Chair McCasland indicated that she agreed with Mr. Sigafos’s comment.
- 3.1.2 District Governing Board Self-Evaluation *(Attached)*  
Member McCarver suggested that the District Governing Board Self-Evaluation be completed quarterly by the Board because the topics are not specific to any Board meeting, but seem to be more appropriately answered over time.
- 3.2 President’s Report - **INFORMATION** (Reference: Board Policy 2.8.1 Information to the Board) {Time: 45}
- 3.2.1 Update on the College – Dr. Lisa Rhine  
Dr. Rhine provided an update on the College’s operations.
- 3.2.1.1 Fall Enrollment Update – Dr. Tom Hughes

Dr. Hughes gave a presentation on the College's Fall enrollment numbers.

- 3.2.1.2 Budget to Actual Monthly Report and Cash Reserves Monthly Report (*Attached*)
- 3.2.1.3 Recruitment & Retention Update – Mr. Rodney Jenkins  
Mr. Rumsey, Ms. Dowling, and Ms. Sheldahl gave a presentation on the College's recruitment and retention efforts.
- 3.2.2 Faculty Senate Report – Dr. Jennifer Jacobson
  - 3.2.2.1 Fall 2019 Sabbatical Report from Ms. Beth Beecham – Study of Jane Austin (*Attached*)  
Ms. Beecham gave a presentation on her Fall 2019 Sabbatical on the Study of Jane Austin.
  - 3.2.2.2 Spring 2020 Sabbatical Report from Mr. Chris Dunn – Investigation of a Dense Meteorite Collection Area (*Attached*)  
Mr. Dunn gave a presentation on his Spring 2020 Sabbatical on the investigation of a dense meteorite collection area.
- 3.3 Board Liaisons Reports – **INFORMATIONAL AND DISCUSSION** (Reference: Board Policy 3.4 Agenda Planning) {Time: 10}
  - 3.3.1 Board Spokesperson – Board Chair Deb McCasland  
Chair McCasland indicated that she had provided a comment to Ray Newton from Quad Cities News on Dr. Rhine and the Viticulture and Enology program.
  - 3.3.2 Arizona Association of Community College Trustees (AACCT) – Board Chair Deb McCasland and Board Member Ray Sigafos  
Chair McCasland reported that the AACCT is moving forward with the President's Council (AC4) to develop lobbying and education resources for community college trustees/board members throughout Arizona.
  - 3.3.3 Yavapai College Foundation – Board Secretary Patricia McCarver and Board Member McCarver reported at the last District Governing Board meeting. The next Yavapai College Foundation meeting will be tomorrow, November 18, 2020. The Foundation is continuing the virtual fundraising during COVID, and more information is available on the Foundation's website.
- 3.4 Dates and Time of Future Meetings and Events (Reference: Board Policy 3.4 Agenda Planning) {Time: 5}
  - 3.4.1 2020-2021 Dates, Times, and Places of Future Meetings (*Attached*)
    - 3.4.1.1 Board Budget Workshop and Regular Meeting on Tuesday, January 12, 2021 - **INFORMATION, DISCUSSION, AND DECISION** (*Attached*)  
**Chair McCasland moved, seconded by Member Sigafos, to have a hybrid (in person and zoom) Board Budget Workshop and Regular Meeting on Tuesday, January 12, 2021 with appropriate social distancing for attendees and a limited audience (for social distancing reasons), and to give**

the Board Chair the authority to adjust the meeting logistics to comply with the College's COVID-19 Re-Entry Plan and any current safety measures or requirements, if needed. Motion carried 3-1 (Aye: McCasland, Sigafoos, and Padilla; Nay: Chevalier) and 1 Abstention (McCarver).

3.4.1.2 April's Board Regular Meeting - **INFORMATION, DISCUSSION, AND DECISION** (*Attached*)  
The Board agreed to the date change for the April Regular Board Meeting to April 20, 2021.

3.4.1.3 2021-2022 Board Meeting Calendar - **INFORMATION, DISCUSSION, AND DECISION**

3.4.2 2020-2021 Dates, Times, and Places of Future Events (*Attached*)

4.0 EXECUTIVE SESSION – A.R.S. §38-431.03(A)(1), Review of President's Contract Terms – **PROCEDURAL** (Reference: Board Policy 4.5 President Compensation and Benefits) {Time: 45}

Member Sigafoos moved, seconded by Member McCarver, to move into executive session pursuant to A.R.S. §38-431.03(A)(1) to review the President's Contract Terms. Motion carried unanimously.

5.0 Convene in Public Session with Possible Action RE: Potential Amendments to President's Contract Terms as a Result of Executive Session – **DECISION** (Reference: Board Policy 3.2 Board Job Description) {Time: 5}

Chair McCasland moved, seconded by Member McCarver, to increase Dr. Rhine's base salary by four percent effective as of December 1, 2020. Motion carried unanimously.

6.0 Adjournment of Regular Meeting: Procedural - **DECISION** (Reference: Board Policy 3.4 Agenda Planning) {Time: 1}

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

Regular meeting adjourned at 5:17 p.m.

Respectfully submitted:

  
Yvonne Sandoval, Recording Secretary

1/12/2021  
Date:

  
Ms. Deb McCasland, Board Chair

  
Mr. Ray Sigafoos, Secretary