

ERRATA

Yavapai College District Governing Board Board Workshop

**Wednesday, March 4, 2026
Rock House and Virtual
9:00 a.m.**

The YouTube channel and Rock House will be open to the public at **8:45 a.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.

Livestream Link:

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

Members' Present

Ms. Deb McCasland, Board Chair (participated via Zoom)
Mr. Steve Bracety, Board Secretary
Mr. William Kiel, Board Member
Mr. Patrick Kuykendall, Board Member
Mr. Toby Payne, Board Member

Administration Present

Dr. Lisa Rhine, President (participated via Zoom)
Ms. Yvonne Sandoval, Executive Assistant (participated via Zoom)
Ms. Sarah Lawson, Board Attorney
Ms. Kimberly Whitman, Board Secretary

MINUTES

1. General Functions: Procedural
 - a. Call to Order

This agenda item begins at 09:00:44

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=5290109c-4e6d-418e-bd08-b403014532d3&start=968.606045>

Board Chair McCasland called the meeting to order at 9:00 am.

- b. Pledge of Allegiance {Time: 1}

This agenda item begins at 09:00:51

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=5290109c-4e6d-418e-bd08-b403014532d3&start=978.429055>

The Pledge of Allegiance was led by Board Secretary Bracety.

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- c. Policy Review Procedure –Board Chair Deb McCasland– **INFORMATION** -
{Time: 15}

This agenda item begins at 09:01:21

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=5290109c-4e6d-418e-bd08-b403014532d3&start=1007.785525>

Board Chair McCasland stated that the Board will not be following any specific procedures for discussion during this meeting.

2. Board Business

- a. Policy Governance Regulations and Operational Principles – Attorney Sarah Lawson – Board Attorney - **INFORMATION AND DISCUSSION** {Time: 15}

This agenda item begins at 09:01:32

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=5290109c-4e6d-418e-bd08-b403014532d3&start=1019.418727>

Board Attorney Sarah Lawson provided information on policy governance regulations and operational principles. Attorney Lawson described the policy governance model the Board currently follows and its relationship to applicable statutes. The presentation and discussion can be viewed at the link above.

- b. Yavapai College District Governing Board’s Meeting Items for Consideration to be included on the March Agenda for Final Decision - Board Chair McCasland - **INFORMATION, DISCUSSION, DECISION** {Time: 45}
- i. Consideration of Call to the Public for potential inclusion on the March Regular Meeting Agenda
 - ii. Consideration of Removal of Board Member Discussion Time Limits for potential inclusion on the March Regular Meeting Agenda
 - iii. Consideration of Potential to Return to In-Person Board Meetings for potential inclusion on the March Regular Meeting Agenda
 - iv. Consideration of Potential Board Retreat for potential inclusion on the March Regular Meeting Agenda
 - v. Consideration of Revision to Board Policy 304 – Board Elections & Appointment for potential inclusion on the March Regular Meeting Agenda

This agenda item begins at 09:05:00

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=5290109c-4e6d-418e-bd08-b403014532d3&start=1226.579731>

The Board discussed the potential agenda items. Discussion can be viewed at the link above.

The motion was amended twice. Amendments to the motion can be viewed at the link above. The final approved motion is provided below.

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Board Member Payne moved, seconded by Secretary Bracety, to include items (b)(i) – (v) for the March meeting agenda.

Board Member Payne then amended his motion to state that the agenda items (b)(i) – (v) should be included on either the March 11th or 31st meeting agenda. Secretary Bracety seconded the amended motion.

Board Member Payne then amended his motion to state that the agenda items (b)(i) – (v) should be included on either the March 11th or 31st meeting agenda, preferably the earlier date. Secretary Bracety seconded the amended motion.

The motion passed with a 3-2 vote (Ayes: Bracety, Kiel, Payne; Nays: McCasland, Kuykendall).

- c. Yavapai College District Governing Board Policy Revision – Board Chair McCasland – **INFORMATION, DISCUSSION AND DECISION** {Time: 60} (*Attached*)

This agenda item begins at 9:20:43

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=5290109c-4e6d-418e-bd08-b403014532d3&start=2170.309933>

- i. **Board Policy 308 – Board Policy & Agenda Discussion**

The Board discussed potential revisions to Policy 308 as drafted by Board Member Kiel and Board Chair McCasland. The Board discussed and suggested potential additional revisions to Policy 308 as drafted by Board Member Kiel.

The Board took a brief recess. The Board returned to public session at 10:10.

- ii. **Board Policy 308 – Board Policy & Agenda Decision**

Board Member Kiel moved, seconded by Board Member Payne, to approve the copy of Board Policy 308 that was prepared by Board Member Kiel and distributed to the Board at this meeting, with the addition of the corrections that were shown on screen during the meeting. This motion was withdrawn by Board Member Kiel to allow Board Secretary Bracety to make a new motion.

Board Secretary Bracety moved, seconded by Board Member Payne, to approve the revisions to Board Policy 308 as drafted by Board Member Kiel with the following revisions:

1. Change the requirement to submit a request for an agenda item from two working days prior to the meeting to four working days prior to the meeting, to accommodate staff;

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2. State that District Governing Board meetings will be “held preferably live with a virtual option”; and
3. Strike the dispute process regarding the Chair’s determination that a matter is an issue for the President, pending further discussion with an HLC representative.

The motion passed with a 4-0 vote (Ayes: Bracety, Kiel, Kuykendall and Payne; Abstain: McCasland).

The District Governing Board took a short break and returned to discussion at 11:08.

iii. **Board Policy 310 – Code of Conduct and Ethics Discussion**

This agenda item begins at 11:09:10

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=5290109c-4e6d-418e-bd08-b403014532d3&start=8675.571599>

The Board discussed potential revisions to Policy 310 as drafted by Board Member Kiel and Board Chair McCasland. The Board discussed and suggested potential additional revisions to Policy 310 as drafted by Board Member Kiel.

iv. **Board Policy 310 – Code of Conduct and Ethics Decision**

Board Chair McCasland moved, seconded by Board Secretary Bracety, to approve Policy 310 as drafted by Board Member Kiel, with the following revisions:

1. **Strike the added sentences in item number 2, to revert back to the original policy language;**
2. **Strike the proposed item number 6; and**
3. **Add the definition of fiduciary responsibilities proposed by Board Chair McCasland.**

The motion passed unanimously (Ayes: McCasland, Bracety, Kiel, Kuykendall, Payne).

The Board took a short recess for lunch after discussing policy 310. The Board returned to discussion at 12:30.

3. Study Session

- a. **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 – Board Secretary Steve Bracety

This agenda item begins at 12:30:25

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=5290109c-4e6d-418e-bd08-b403014532d3&start=13551.572241>

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Board Chair McCasland presented as the Board Spokesperson and AACCT Trustee. Board Secretary Bracety provided an update on the Yavapai College Foundation. Discussion can be viewed at the link above.

4. Adjournment of Board Workshop: Procedural – **DECISION** {Time: 1}

This agenda item begins at 12:38:59

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=5290109c-4e6d-418e-bd08-b403014532d3&start=14065.958469>

Board Secretary Bracety moved, seconded by Board Member Kuykendall, to adjourn the March 4, 2026 Board Workshop at 12:39 pm. The motion passed unanimously (Ayes: McCasland, Bracety, Kiel, Kuykendall, and Payne).

Respectfully submitted,

Kimberly Whitman, Recording Secretary

Date

Ms. Deb McCasland, Board Chair

Mr. Steve Bracety, Board Secretary

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