



Yakima Campus

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MINUTES

REGULAR MEETING
YAKIMA VALLEY COLLEGE
BOARD OF TRUSTEES
February 6, 2019, 4:30 p.m.
M.L. King Jr. Room
Hopf Union Building, Yakima Campus

Chair Ozuna called the meeting to order at 4:33 p.m.

A. Roll Call Introduction of Guests and New Employees

Board of Trustees Present

Dr. Sara Cate, Vice Chair

Mr. Patrick Baldoz

Ms. Rosalinda Mendoza

Mr. Robert Ozuna, Chair

Others Present

YVC Students

YVC Staff

Dr. Linda Kaminski, Secretary

Board of Trustees Absent

Mr. Neil McClure

Introduction of Guests and New Employees, There were no introductions.

B. Proposed Changes to the Agenda. There were no changes to the agenda.

C. Approval of Minutes: Trustee Mendoza moved that the minutes of the Special and Regular Meetings of January 10, 2019, be approved as submitted. The motion was seconded by Trustee Cate and passed unanimously.

D. Celebrating Excellence: Mr. Greg Kent, Club Advisor for Phi Theta Kappa discussed his recognition for completion of the PTK Five Star Advisory Plan. He talked about PTK's mission to recognize and encourage academic excellence, to promote leadership development, to encourage service to both YVC and the local community. Mr. Kent introduce Juan Beltran who is the YVC PTK President and Juan discussed some club activities including a donation drive for low-income families.

E. Community Partner Perspective: Julie Smith with McClarin Plastics discussed her company's history and how they became involved in the Job Skills Program (JSP). Ms. Smith discussed the need to reduce turnover in recently promoted employees who struggled with success due to a lack of training in people skills. She researched and found out about grant opportunities with Impact Washington. McClarin Plastic employees have utilized grant funds to participate in Word/Excel, business writing and time management training opportunities. They plan to apply again to extend their grant funding for an additional year.

F. Action Items

1) **Exceptional Faculty Awards Winter 2019**

Mr. Tomas Ybarra stated that the Washington State Legislature under RCW 28B.50.835 authorized an exceptional faculty award program to “foster partnerships by creating matching grant programs to assist public community and technical colleges in creating endowments for funding exceptional faculty awards.” In 1992, Yakima Valley College and the YVC Foundation agreed to participate in the program for exceptional faculty.

In 2001, in accordance with RCW 28B.50.843, the college negotiated a Memorandum of Understanding with the faculty union regarding the process for determining local awards from the Exceptional Faculty Awards fund invested by the YVC Foundation. The MOU reflected the division structure in place at that time.

The faculty union executive board and the college have agreed on a Faculty Development Committee that reflects the current division structure. The committee is composed of one dean, one Arts & Sciences faculty, one Workforce Education faculty, one College and Career Readiness faculty, one faculty counselor, and one librarian. This committee has received and reviewed six (6) faculty proposals for winter 2019. The final recommendations are provided in the document submitted today for the board’s approval.

MOTION 19-02-01: Trustee Cate moved that the Board of Trustees adopts a motion to approve the recommended award amounts to the recipients as submitted by the Faculty Development Committee. The motion was seconded by Trustee Baldoz and passed unanimously.

2) **Sabbatical Leave Recommendation**

Linda Kaminski stated that in accordance with our negotiated faculty agreement, a Faculty Sabbatical Leave Committee was convened to review requests for sabbatical leave. I have met with the Sabbatical Leave Committee and the applicant, and I am pleased to recommend to the Board of Trustees a one quarter sabbatical for Ms. Evangelina Ramirez Cunningham.

Ms. Cunningham will dedicate the quarter to upgrading and revitalizing the content for library instruction using accessibility and UDL practices.

MOTION 19-02-02: Trustee Mendoza moved that the Board of Trustees approves, for the 2019-2020 academic year, a one-quarter sabbatical leave for Ms. Cunningham; provided that the instructor negotiates a contract with the college covering the time frame for the leave and the activities to be conducted during and after the sabbatical. The motion was seconded by Trustee Cate and passed unanimously.

G. **Communications** – There were no communications.

H. Reports

1. Board of Trustees

Trustee Cate discussed attending the ACT Winter Conference and Transforming Lives Ceremony. She handed out transforming lives booklets to each trustee. She discussed the legislative visits that she and Trustee McClure attended in the afternoon and then Dr. Kaminski discussed her visits with legislators in the morning.

Trustee Baldoz attended the State Auditors entrance conference on January 31st.

Trustee Cate and Dr. Kaminski will both be attending the AACCC/ACCT Legislative Summit in Washington D.C. the week of February 11th.

2. Students

Jaren Wallulatum, President of ASYVC, provided the board of trustees with a copy of the ASYVC report. He discusses some of the past events including MLK week Musical Walk of Freedom Extravaganza and the blood drive that have over 100 volunteers donate blood. Jaren introduced Marisol Sanchez who shared that she graduated from Davis H.S. in 2016 and she is in her second year at YVC taking care of her prerequisites.

Victoria Santoy, President of Grandview Student Council (GSC), shared that they are starting to recruit GSC students for next year. She talked about a recent welcome event on January 16th that Dean Blackaby participated in. This event give students the opportunity to meet campus deans and get to know other GSC officers. It was well attended.

3. Classified Staff — No Report

4. Professional Staff – Ms. Monserrat Vargas, Treasurer for AFT-YPS, attended the meeting on behalf of Hillary Emerson. Ms. Vargas had no new business but wanted to take the opportunity to introduce herself to the Board.

5. Faculty — No Report

6. Vice President for Administrative Services

Misael Lopez, Director of Budget Services, presented the YVC Fiscal Report July 1, 2018 through December 31, 2018. He discussed a worker retraining adjustment and that we are tracking at 61%, which is right where we need to be.

Dr. Rich discussed the accountability audit, we have not had one in ten years and she is excited to hear their evaluation of our processes. Dr. Rich indicated that the college does not have to pay for this audit and that the cost is covered through the state allocations. Dr. Rich is hopeful that she will be able to present both the financial and accountability audit results at the March board meeting.

7. **Vice President for Instruction and Student Services**

Tomás Ybarra discussed the tenure process, reports are due to his office this week and they will be prepared for the Board's review. He indicated there are quite a few this year and reminded the Board to please focus on the faculty's progress.

Mr. Ybarra talked about last month's study sessions and YVC's Pathway Advising system. He said when outside of YVC you might hear it referred to as Guided Pathways and that more than half of colleges are trying to put something together. He talked about the fact that advising is only one part of guided pathways. Guided Pathways is a new way of thinking about how colleges are organized and how difficult it can be for students who are new to community colleges and do not have access or information on about the processes the college uses. Mr. Ybarra said he would provide the Board with talking points about our Pathway Advising program.

8. **President**

Community Relations Report. Mr. Jay Frank, Director of Community Relations discussed the updated calendar of events. He highlighted a few of the events and reminded the Board that the first segment on air on Univision tonight.

Human Resource Activity Report – No Report

President's Report. 1) Dr. Kaminski shared a thank you note from Senator Warnick. 2) Dr. Kaminski provided the Board with the weekly FTE Census & Allocation Report. 3) She thanked Robert and Patrick for attending the entrance conferences with State Auditors and asked a trustee to attend the Financial Audit exit conference on February 20th. 4) Dr. Kaminski informed the Board that the Medical Assisting accreditation site visit is scheduled for February 25th and 26th. 5) She asked the Board to send her suggestions for agenda items for their March 4th Board Retreat.

- I. **Call to the Public.** No one present indicated a desire to address the Board.
- J. **Date of Next Meeting.** The next Regular meeting will be Thursday March 14, 2019 in the M.L. King Jr. Room, Hopf Union Building, Yakima Campus
- K. **Executive Session.** No executive session was called.
- L. **Action Items.** N/A
- M. **Adjournment.** The meeting was adjourned at 5:59 p.m.

ROBERT OZUNA

LINDA KAMINSKI

Robert Ozuna, Chair

Attest: Linda J. Kaminski, Secretary