



Yakima Campus

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## MINUTES

SPECIAL MEETING/STUDY SESSION  
YAKIMA VALLEY COLLEGE  
BOARD OF TRUSTEES  
March 12, 2020, 3:30 p.m.  
Martin Luther King (M.L.K.) Room  
Hopf Union Building (H.U.B.), Yakima Campus

Chair Sara Cate called the meeting to order at 3:30 p.m. Trustees present were Chair Dr. Sara Cate, Vice Chair Patrick Baldoz, Trustee Rosalinda Mendoza, and Trustee Neil McClure (by phone). Trustee Robert Ozuna was absent (excused).

**A. 2018/19 Financial Statement Audit**

Dr. Teresa Rich, Vice President of Administrative Services, discussed the outcome of the 2018/2019 financial statement audit. She indicated that the exit conference went well and Yakima Valley College got an unqualified opinion, which is the best conclusion you can get. A copy of the financial statement audit is available online at <https://www.yvcc.edu/wp-content/uploads/2020/03/2018-2019-YVC-Financial-Report-A.pdf>

**B. Lab Fee Increases Review**

Mr. Tomás Ybarra, Vice President of Instruction and Student Services presented proposed lab fee increases. He provided the Board with a handout detailing each proposed increase and went through each item. He will be presenting an action item at next month's board meeting. A copy of the handout is filed with these minutes in the president's office.

**C. Pandemic Preparedness**

Dr. Teresa Rich, Mr. Tomás Ybarra, Mr. Steve Sloniker, Mr. Jay Frank, presenters. The emergency preparedness group is meeting daily and sometimes multiple times per day to discuss how the campus is responding. It was decided that a much broader campus representation was needed so a pandemic preparedness team was formed to have cross institutional discussions. Tomas discussed an email notification to faculty asking for them to think about placing course content online and placing them in contact with technology services for eLearning. There was a discussion about students who do not have access to internet or computers and how we bridge the gap for those students. Discussions are ongoing to establish "safe zones" on campus for students to use computers while maintaining social distancing requirements. Chair Cate asked if the college would be surveying students to determine how many students would be impacted. VP Ybarra confirmed that the college is surveying staff and students. Steve indicated that HR is checking in with employees and asking them to self-report if they are experiencing any flu like symptoms. Mr. Sloniker has been in contact with each of the unions and so far all the feedback has been positive. Trustee Mendoza inquired about social distancing education for students and Steve indicated that messaging has gone out to students. Mr. Frank indicated that notices have gone out 3/3, 3/9, and 3/12 and all notices can be found on the YVC website at <https://www.yvcc.edu/services/coronavirus/>

## MINUTES

REGULAR MEETING YAKIMA VALLEY COLLEGE  
BOARD OF TRUSTEES  
March 12, 2020, 4:30 p.m.  
M.L.K. Room  
HUB, Yakima Campus

Chair Cate Called the meeting to order at 4:30 p.m.

### A. Roll Call Introduction of Guests and New Employees

#### Board of Trustees Present

Dr. Sara Cate, Chair  
Mr. Patrick Baldoz  
Ms. Rosalinda Mendoza  
Mr. Neil McClure (by phone)

#### Others Present

YVC Student  
YVC Staff

Dr. Linda Kaminski, Secretary

#### Board of Trustees Absent

Mr. Robert Ozuna (excused)

#### **Introduction of Guests and New Employees**

Mr. Steve Sloniker, Executive Director of Human Resources, introduced Jesus Valdez, Bilingual Office Assistant and Esmeralda Hernandez, Bilingual Instruction & Classroom Support Tech.

**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 Regular Meetings of February 5, 2020 be approved as submitted. The motion was seconded by Trustee Baldoz and passed unanimously.

**D. Celebrating Excellence:** Jessica Villarino, YVC Transforming Lives Awardee, was presented with a medallion and a certificate.

**E. Celebrating Excellence Cont.:** Yemi Akinbade & Cameron Bundy, YVC All-Washington Academic Team Nominees were presented with a medallion and a certificate.

**F. Action Items**

**1. Nonrenewal of faculty serving in temporary appointments**

Mr. Tomás Ybarra stated that the following faculty members served in temporary appointments in the 2019-2020 academic year:

Dr. Julie Schillreff	Ashley Bergeron	Abigail Drollinger
Mary Myers-Hall	Stacy Gingras	
John Menard	Ray Pritchard	

MOTION 20-03-01: Trustee Baldoz moved that the Board of Trustees adopts a motion to not renew the following faculty members who served in temporary appointments in the 2019-2020 academic year:

Dr. Julie Schillreff	Ashley Bergeron	Abigail Drollinger
Mary Myers-Hall	Stacy Gingras	
John Menard	Ray Pritchard	

The motion was seconded by Trustee Mendoza and passed unanimously.

**2. Renewal of Faculty funded by “Special Funds”**

Mr. Tomás Ybarra stated that RCW 28B.50.851 governs the renewal of “special faculty.” The State Board for Community and Technical Colleges (SBCTC), in WAC 131-16-400, defines “special funds” as, “all funds received by a college district other than those generated by operating fees collected by such district pursuant to chapter 28B.15 RCW and state general funds appropriated by the legislature and distributed to college districts by the state board by formula allocation.” Sources for “special funds” include grants, contracts, Running Start, and Worker Retraining.

The positions occupied by the following individuals are funded by “special funds” and are hereby recommended for renewal for the 2020-2021 academic year, subject to the terms of RCW 28B.50.851 and contingent upon the availability of funds:

Stephanie Ahlgren	Luis Bello-Zarallo	John Bissonette
Tammy Calahan	Dr. Joy Clark	Dr. Melanie Cox
Lisa Dominguez	Stacy DeBlasio	Kevin Dyke
Sandra Erlewine	Teresa Lewis	Dr. Eliann Carr
Michael Follansbee	Dr. Holly Ferguson	Olivia Hernandez
Hillary Goodner	Mark Fuzie	Cami Pangrazi
Pingle Jacob	Eraina Hatch	Wilson Phillips
Steven Mock	Travis Margoni	Maria Saucedo
Raymond Navarro	Peter Monahan	Michael Gonzalez
Anna Pascoe	Christopher Otten	Kristy Webster
Mark Quinn	Janette Pettey	John Paul Cyr
Anthony Schmidt	Suzanne Smaglik	Zachary Schierl
Ericka Tollefson	Emeka-Charles Udenze	Holly Cousens
Jeffrey Gerhardstein	Eliot Treichel	Amanda Gall
Jeremy Marion	Nat Wall	Timothy Brown
Dr. Margaret France	Jonathan Byrn	Dr. Keith Reyes

**MOTION 20-03-02:** Trustee Mendoza moved that the Board of Trustees adopts a motion to renew the faculty funded by “special funds” to the above-listed individuals, contingent upon availability of funds for the 2020/2021 academic year. The motion was seconded by Trustee Baldoz and passed unanimously.

**3. Renewal of Faculty Probationers**

Mr. Tomás Ybarra stated that RCW 28B.50.850 through 28B.50.869 and Article XII of the AGREEMENT between YVC and the American Federation of Teachers—Yakima establish the procedures for review of

probationary academic employees and for renewal/nonrenewal of probationary employees, and for the withholding/granting of tenure. Each trustee has had the opportunity to read the tenure review reports and recommendations of the tenure review committees. The following faculty probationers, having been recommended for renewal by their respective Tenure Review Committees, are presented for the Board's approval.

**MOTION 20-03-03:** Trustee Mendoza moved that the Board of Trustees adopts a motion to renew the appointments of the following faculty probationers for the 2020/2021 academic year:

**Second Year**

Antoinette Hull  
David McReynolds  
Jeff Norwood  
Natalia Dunn  
Steven Slusher

**Third Year**

Dr. Stephen Rodrigue  
Dr. Melissa Matczak  
Debra Scheib  
Laura May

The motion was seconded by Trustee Baldoz and passed unanimously.

**4. Granting of Tenure**

Mr. Tomás Ybarra stated that RCW 28B.50.850 through 28B.50.869 and Article XII of the AGREEMENT between YVC and the American Federation of Teachers—Yakima establish the procedures for review of probationary academic employees and for renewal/nonrenewal of probationary employees, and for the withholding/granting of tenure. Each trustee has had the opportunity to read the tenure review reports and recommendations of the tenure review committees. The following faculty probationers, having been recommended for granting of tenure by their respective Tenure Review Committees, are presented for the Board's approval.

**MOTION 20-03-04:** Trustee Baldoz moved that the Board of Trustees adopts a motion to grant tenure to the following academic employees effective the beginning of fall quarter 2020:

Abra (Michal) Ramos  
Murray Ruggles

Vicente López-Ureña  
Lori Kunkler

Michele Coville

The motion was seconded by Trustee Mendoza. Trustee Mendoza indicated that this was her favorite meeting and she enjoyed reading about each of the tenure recipients over the last three years and she was very impressed with them all. There was no further discussion and the motion passed unanimously.

**5. Approval of the 2018-2019 Audited Financial Statements**

Dr. Teresa Rich stated that in 2010 the Northwest Commission for Colleges and Universities changed their regional accreditation standards and now require all colleges and universities, they accredit, to have audited financial statements. To meet this accreditation requirement YVC prepared the 2018-2019 financial statements and during fall of 2019 those statements were audited by the Washington State Auditor's Office (SAO). At the conclusion of the audit SAO presented an unqualified opinion on the financial statements. A requirement of board oversight is that the financial statements and audit report be reviewed and approved by the Board. The Independent Auditor's Report was received on February 14, 2020, and was presented for board review at the March 12, 2020, study session, along with the 2018-2019 Financial Statements. After having successfully completed the financial statement audit, the college is now requesting the 2018-2019 Financial Statements be approved.

**MOTION 20-03-05:** Trustee Mendoza moved that the Board of Trustees adopt a motion to approve the

2018-2019 Audited Financial Statements as presented at the March 12, 2020 study session. The motion was seconded by Trustee Baldoz and passed unanimously.

## 6. 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 successful applicants, and I am pleased to recommend to the Board of Trustees a one quarter sabbatical for Sam Mazhari and a two quarter sabbatical for Dan Peters.

Sam Mazhari will dedicate the quarter to enhance his knowledge of medical genetics and toxicology to improve upon his Organic/Biochemistry classes.

Dan Peters will dedicate the two quarters to a professional development opportunity working with students and educators in a different country, presenting on some of the topics he currently teaches in his composition classes.

**MOTION 20-03-06:** Trustee Baldoz moved that the Board of Trustees approves, for the 2020-2021 academic year, a one-quarter sabbatical leave for Sam Mazhari and a two-quarter sabbatical leave for Dan Peters; provided that the instructors negotiate contracts 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 Mendoza and passed unanimously.

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

## H. Reports

1. **Board of Trustees** – Chair Cate thanked the college staff and administration for their response to this pandemic and the communication to our campus community. Trustee Mendoza discussed the ACT Legislative Conference in February. Trustee Mendoza and Chair Cate were able to meet with a number of our legislators. Trustee Mendoza also discussed attending the February Foundation meeting. Dr. Kaminski discussed the National Legislative Summit in Washington D.C., trustees Ozuna and McClure were also able to attend.

### Reports Cont.

2. **Students** – Penny Tahmalwash, Vice President of ASYVC, discussed some past events including as financial leadership program designed to help students manage their finances. Penny introduced Teresa, who shared that she chose YVC because it was local and because she loved the campus. She also discussed being able to qualify for financial aid, she hopes to transfer to a nursing program.

Abraham Lopez, President of Grandview Student Council, discussed their Retro Day where students dressed up in 50's costumes. The event was well attended. Abraham introduced Romero, who shared that he graduated from Prosser in 2017 and decided that he wanted a better life so he enrolled at YVC and hopes to graduate with an AA in business and automotive.

3. **Classified Staff** – No Report

4. **Professional Staff** – Ms. Hillary Emerson, AFT-YPS Professional Representative, shared that they are still in negotiations but making progress. She indicated they were thankful for HR’s flexibility in scheduling and information sharing. Hillary shared that their group recently held new elections and they have a new President, Tammy LeRoue and she introduced their new Vice President.
5. **Faculty** – Ms. Rachel Dorn, AFT-Y Yakima President indicated that she met with HR to discuss some concerns and they hope to begin negotiations next quarter. Ms. Dorn discussed some recently cancelled events and some recent play master/drama programs that faculty participated in.
6. **Vice President for Administrative Services** – Dr. Teresa Rich discussed a recent Department of Commerce matching grant that YVC received in the amount of \$600,529.00. The funds will be used for the remodel of the HVAC and electrical infrastructure of the Skill Center building. The total cost of the project will be 1,292,529.00. Dr. Rich discussed that YVC will now be on the capital projects but it will be several years down the road. Dr. Rich thanked everyone for their participation in the audit. The Board was provided with a copy of the YVC Fiscal Report July 1, 2019 through January 21, 2020. A copy of the report is filed with these minutes in the President’s office.
7. **Vice President for Instruction and Student Services** – Mr. Tomás Ybarra introduced Esther Huizar, Counselor, to discuss the homelessness challenges faced by student. Esther explained that she is working with the community to develop resources for our students. She is also working with ASYVC to start a Food Pantry and the SRC for shower and laundry facilities. Chair Cate inquired how student in need would be identified and if this would be a self-referral type of program. Esther indicated that counseling services would work with students and other groups who identify students in need and ASYVC would also be advertising the program.
8. **President** –  
**Community Relations Report** – Mr. Jay Frank, Director of Community Relations, discussed the cancellation of some events. He also discussed a continued partnership with Univision were we can alternate between our partners and YVC to submit stories.

#### **President Reports Cont.**

**Human Resource Activity Report** – Mr. Steve Sloniker, Executive Director of Human Resources, discussed that all recruitment interviews have been switched to Zoom and Skype. HR continues to work on a continuity of operations plan during this pandemic disaster. Chair Cate mentioned the importance of self-care during this time; good sleep and eating habits.

**President’s Report** – 1) Dr. Kaminski provided the Board with copies of the most recent FTE and Census Reports. 2) President Kaminski discussed the conference budget that recently came out. It still needs to go to the Governor. 3) She discussed her welcome address to the Multicultural Student Services Directors Council on February 20<sup>th</sup>. 4) Dr. Kaminski discussed the approval of Phase 1 of the LPN Program and the progress to Phase 2. 5) President Kaminski discussed a meeting she had with Carole Peet, the new CEO of Virginia Mason Memorial Hospital. Then Dr. Kaminski asked the Board if they had any additional questions about the

college's response to COVID19. Trustee Baldoz inquired about how we would communicate if things continued to escalate. Communication will continue via phone, email and Zoom/Skype and other virtual methods. Dr. Kaminski indicated she is hoping the Governor will come out with some directives related to community colleges.

**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 **April 9, 2020** on the Grandview Campus, Library Meeting Room, 500 West Main, Grandview WA (please use the south entrance off 2<sup>nd</sup> Street)

**\*\*Due to a mandate by Governor Inslee the April 9, 2020 meeting was moved to a virtual Zoom Meeting\*\***

**K. Executive Session.** No executive session was called.

**L. Action Items.** N/A

**M. Adjournment.** The meeting was adjourned at 6:00 p.m.

SARA CATE

Dr. Sara Cate, Chair

LINDA KAMINSKI

Attest: Linda Kaminski, Secretary