



**Yakima Campus**

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**MINUTES**

SPECIAL MEETING  
YAKIMA VALLEY COLLEGE  
BOARD OF TRUSTEES  
June 11, 2020, 4:30 p.m.

Join Zoom Meeting

<https://zoom.us/j/91855835143>

Meeting ID: 918 5583 5143

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

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

**Board of Trustees Present**

Dr. Sara Cate, Chair

Mr. Patrick Baldoz, Vice Chair

Ms. Rosalinda Mendoza

Mr. Neil McClure

Mr. Robert Ozuna

**Others Present**

YVC Students

YVC Staff & Faculty

Dr. Linda Kaminski, Secretary

**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 McClure moved that the minute of the Special Meetings of May 12, 2020 be approved as submitted. The motion was seconded by Trustee Ozuna and passed unanimously.

**D. Action Items**

**1. Operating Budget Spending Authority**

Dr. Teresa Rich stated that the Washington State Board for Community and Technical Colleges has indicated possible reductions to the system's State allocation based on lowered State revenue projections due to the economic impact of COVID-19. Consequently, the State Board has not been able to provide the college with final budget planning numbers.

Further, the college does not have the authority to spend without expressed permission from the YVC Board of Trustees after June 30, 2020.

Therefore, to continue the daily operations of YVC, the administration request Board authority to spend at the 2019-2020 approved operating budget level of \$34,075,374, until there is actual budget data to present for approval by the Board of Trustees.

**MOTION 20-06-01:** Trustee Mendoza moved that the Board of Trustees adopt a motion to approve spending at the approved 2019-2020 level of \$34,075,374 until the actual 2020-2021 operating budget can be presented and approved by the Board of Trustees. The motion was seconded by Trustee McClure. Trustee McClure inquired if Dr. Rich anticipated the 2020/2021 budget to be reduced. Dr. Rich indicated that YVC is working on budget reduction scenarios to prepare for possible reductions and YVC is accessing and tracking every single expenditure. There was no further discussion and the motion passed unanimously.

## 2. Approval of the 2020-2021 SRC Budget

Mr. Brady Mugleston stated that the proposed 2020-21 SRC budget was presented at the May 12, 2020 study session. The proposed budget remains the same as presented.

**MOTION 20-06-02:** Trustee Ozuna moved that the Board adopt a motion to approve the proposed 2020-21 SRC budget as presented during the May study session. The motion was seconded by Trustee McClure. Trustee Mendoza inquired what would happen if the assumptions on the target number of residents were not met. Mr. Mugleston indicated reserves would be used to backfill if the target was not met, he also indicated that so far the numbers are encouraging. There was no further discussion and the motion passed unanimously.

## 3. Approval of the 2020-2021 S&A Budget

Ms. Laura Yolo stated that the college president appointed a 2020-21 S&A Fee Budget Committee as outlined in the ASYVC Financial Code for Associated Students. Three advisors and six students served on the 2020-21 committee.

The administration provided the S&A allocation using a 2020-21 projected distribution less a 5% estimation factor. The total allocation of \$1,228,881 with an additional provision of \$25,000 for championship travel from the reserve if needed, was approved by the administration and allocated by category by the S&A Fee Budget Committee.

The committee met spring quarter, carrying out its duties in keeping with the ASYVC Financial Code. The ASYVC Senate approved the distribution on May 12, 2020. The administration concurs with the committee's recommendation. The proposed 2020-21 S&A budget was presented at the Board of Trustees' Study Session on May 12, 2020.

**MOTION 20-06-03:** Trustee McClure moved that the Board of Trustees adopts a motion to approve the proposed 2020-21 Services and Activities Fee budget as presented at the May Study Session. The motion was seconded by Trustee Mendoza. Trustee McClure inquired if the students would still be

spending all their funds. Laura indicated that recent events have changed how they spend their funds but not the need for them. There was no further discussion and the motion passed unanimously.

#### **4. Setting Tuition for 2020-2021 Academic Year,**

Mr. Tomás Ybarra stated that the Washington State Legislature has approved an increase in tuition and fees for Community and Technical Colleges of up to 2.5 percent. Attached is a listing of the tuition and fee rates established by the legislature and approved by the State Board for Community and Technical Colleges on May 6, 2020. In order to implement this tuition and fee schedule for the 2020-21 academic year, the Board of Trustees must authorize the collection of these fees.

**MOTION 20-06-04:** Trustee McClure moved that the Board of Trustees authorizes the college president to adjust tuition and fees for 2020 – 2021 to the amount allowed by legislative and SBCTC action. The motion was seconded by Trustee Mendoza. Trustee Mendoza inquired if community college students statewide have requested reduced tuition due to the move to 100% online instruction. Mr. Ybarra indicated that he has not been asked but in anticipation of that inquiry our response will be based on our expenses. It might be tempting to think that the switch to online instruction was less expensive but it is not. Even though colleges have CARES funds to help with the transition it is costing more due to added technology expenses i.e. laptops, mobile hotspots, training and online tutoring. There was no further discussion and the motion passed unanimously.

#### **5. Election of Board Vice Chair for 2020-2021**

Dr. Sara Cate stated Article IV of the Board of Trustees' Constitution governs officers of the Board of Trustees. As provided in Section B of Article IV, Vice Chair Patrick Baldoz will assume the chair position on July 1, 2020. The Board needs to elect a new vice chair to assume that office and, subsequently, the chair position on July 1, 2021.

The two remaining board offices are ex officio positions. Article IV states, "The Secretary and Treasurer will be the President and Vice President for Administrative Services of the college, respectively, as ex officio with no voting privileges."

**MOTION 20-06-05:** Trustee Mendoza moved that the Board of Trustees nominate and elect a vice chair to assume office July 1, 2020. The motion was seconded by Trustee Ozuna. Chair Cate nominated Trustee Neil McClure. Trustee McClure accepted the nomination. There were no other nominations. The motion to elect Trustee McClure for Vice Chair effective July 1, 2020 passed with Trustee McClure abstaining.

**E. Communications.** There were no communications.

#### **F. Reports**

- 1. Board of Trustees.** Chair Cate reminded the Board about the upcoming Board Retreat on July 13<sup>th</sup>, 2020. She will send out the draft agenda for review. Chair Cate also thanked Jay Frank for filming her introduction to the virtual commencement program which will air on June 19<sup>th</sup> at 7:00 p.m. Chair Cate indicated that she had volunteered for the ACT Budget Committee and Trustee Mendoza volunteered to be on the ACT awards committee. Trustee McClure thanked

Dr. Kaminski for her letter regarding social justice and discussed the importance of equity for our students. Trustee Mendoza talked about attending the June 1<sup>st</sup> ACT Legislative Action Committee planning meeting.

2. **Students** - Abraham Lopez, President of Grandview Student Council discussed a new Yakima Blog, in a newsletter format that will be coming out this quarter.
3. **Classified Staff** – No Report
4. **Professional Staff** – Ms. Hillary Emerson, AFT-YPS Professional Representative, stated that effective July 1<sup>st</sup> the newly elected officers will be taking over. She indicated that progress on negotiations had slowed a bit. She also added that in addition to some students' still needing additional technology, some employees do not have sufficient technology to work from home.
5. **Faculty** – Ms. Rachel Dorn, AFT-Y Yakima President talked about finishing up finals week. She indicated that members had a meeting and they hoped to have a contract but working hard, just one little thing still out there. Hope to have it ready for a vote next week. Also working on an MOU for all the extra work to move to online instruction. Some faculty are back on campus, they are working on getting a better understanding of the process for being on campus. Chair Cate inquired if there were any PPE needs for students and faculty. Dr. Kaminski indicated that YVC had received donations of cloth masks and Dr. Rich indicated that the Yakima Emergency Management donated 2,000 disposable masks.
6. **Vice President for Administrative Services** – Dr. Teresa Rich updated the Board on the West Campus Project. She was happy to report that Moen was doing a great job to get the project back on track. It looks amazing, walls are up, painting is done and they will be getting ready to finish the parking lot. Chair Cate inquired about when the Board could take a tour. Dr. Rich indicated that using PPE and social distancing the Board could take a tour whenever it was convenient. Dr. Rich discussed the partnership with the National Guard on a second food distribution and she discussed two more upcoming dates on the Yakima Campus and one on June 25<sup>th</sup> at the Grandview Campus. She also informed the Board that Kwik Lok had donated face shields to the college and Yakima Emergency Management donated 2000 face masks.
7. **Vice President for Instruction and Student Services** – Mr. Tomás Ybarra informed the Board that in lieu of sending a survey out to the faculty about their transition to virtual instruction he instead sent a simple message asking for a narrative of their experience. The dominating theme of the responses was that the transition to virtual instruction was more labor intensive especially if it was their first experience with virtual instruction. The next theme was technology resources. While most of the feedback was positive there are still many who are experiencing negative issues and we have more work to do. Reliable broadband and the need for additional training were among the most popular concerns. Chair Cate inquired if we would be able to open the library to students in the Fall. Mr. Ybarra indicated that the library is a challenging environment to ensure social distancing but we have not dismissed the idea of using the Wi-Fi in the classrooms if they can be managed safely. Mr. Ybarra provided information to the Board about an upcoming webinar on Friday at 1:00.

**College and Career Readiness Division Report.** Dean Marc Coomer provided the Board with an update on College and Career Readiness (CCR). Dean Coomer recognized the amazing work of the CCR team, faculty, staff and students. He discussed the impacts of the virus, financial concerns and social justice issues on the low enrollment for the quarter. He went on to discuss a review and revision of ABE and ELA course offerings. Jozelle Prieto shared a power point on the Grandview update. Katie shared her personal experience in the CCR program.

8. **President Report** – 1) Dr. Kaminski discussed the most recent enrollment reports and the significant decline in enrollment in the CCR program. 2) She discussed a letter to the legislature that all the WACTC presidents would be signing. 3) Dr. Kaminski discussed that we haven't received notice regarding the CAMP grant. If we don't get it they will send a report on the areas we fell short on so we can be better prepared for future submissions. 4) She discussed her AACC Commission meeting via zoom, she indicated it was one of the most productive meetings she has attended. Discussions included student services, COVID, mental health issue, and providing services to students who have been most effected. 5) Dr. Kaminski discussed that a lot of our sister colleges are experiencing layoffs and furloughs at this time we are status quo, we are doing our best but there are financial limits and we don't know how long this will last. The strength of our college is most apparent when we have challenges and we all pull together.

**Community Relations Report** – Mr. Jay Frank informed the Board he was leaving YVC and that this would be his last meeting as he has accepted a position at CBC. He thanked the President and the Board for the opportunity to work with YVC over the last few years and Jay thanked Stefanie and Melodie for all their hard work in the community relations department. The Board thanked Jay for his service. Jay went on to discuss the upcoming virtual commencement program and thanked everyone for their participation.

**Human Resource Activity Report** – Mr. Steve Sloniker discussed the new tracking system for those staff and faculty who access the campus. He thanked Dilbar and the technology department for the development of the tracking system. Steve provided the Board with an update on the negotiation progress. He discussed the significant number of fraudulent employment security claims and the steps being taken to inform staff and faculty that have been effected.

G. **Call to the Public** – No one indicated a desire to address the Board.

H. **Date of Next Meeting**— The next Regular meeting will be **September 10, 2020**

Join Zoom Meeting <https://zoom.us/j/95534466714>

Meeting ID: 955 3446 6714

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I. **Executive Session** – No executive session was called.

J. **Action Items** – N/A

**K. Adjournment.** The meeting was adjourned at 6:31 p.m.

PATRICK BALDOZ  
Patrick Baldoz, Chair

LINDA KAMINSKI  
Attest: Linda Kaminski, Secretary