



Yakima Campus

S. 16th Avenue & Nob Hill Boulevard, PO Box 22520, Yakima, WA 98907-2520

P: 509.574.6800 • www.yvcc.edu

MINUTES

STUDY SESSION MEETING BOARD OF TRUSTEES

YAKIMA VALLEY COLLEGE

January 9, 2025 3:30 p.m.

West Campus Conference Center 038-122, Meeting Room D

1704 Nob Hill Blvd, Yakima WA

Chair Baldoz called the meeting to order at 3:30 pm. All trustees were present, minus Dr. Sara Cate and she was excused for today's meeting.

- A. Strategic Enrollment Report-** Pedro Navarrete presented the Strategic Enrollment Report to the Board, using a PowerPoint presentation to provide an overview of YVC's strategic enrollment figures at the 1,000th level. This presentation offered an opportunity for Vice President Navarrete to outline the college's Strategic Enrollment Management (SEM) process. He shared data comparing pre-COVID and post-COVID headcount numbers, indicating that while enrollment is growing, it has not yet returned to pre-COVID levels. VP Navarrete also presented Annual Full-Time Equivalent (FTE) numbers spanning eight years, highlighting trends from pre-COVID to post-COVID. He emphasized that YVC, through its SEM journey, is actively working to increase on-campus enrollment through initiatives such as the Welcome Back YAKS events, targeted marketing, a shift toward more in-person classes, improvements in student services, enhanced community partnerships, and the creation of a SEM Taskforce. The SEM Taskforce will operate in three phases, with the goal of fostering collaboration among departments such as Registration, Financial Aid, Student Success Initiatives, OIE, and Community Relations to both enroll and retain students. VP Navarrete noted that while recruitment efforts are proving successful, there is a continued focus on retention and the strategic management of enrollment. This process remains ongoing, with the involvement of the entire campus community. During the discussion, Trustee Morales inquired whether YVC's data could analyze enrollment trends geographically from 2019 to the present, particularly whether the 40% decline in enrollment has been offset by increased enrollment at the Grandview Campus. VP Navarrete explained that the figures presented are drawn from both website data and internal reports from **ctcLink**. Dr. Rich added that the **Office of Institutional Effectiveness** would be presenting next, providing a more detailed and sophisticated analysis of the data. Trustee Morales also commented that national trends may present additional challenges for enrollment and retention. VP Navarrete agreed, noting that broader economic factors influence students' decisions to pursue education in relation to potential earnings. VP Cavaness highlighted the ongoing efforts to recruit new students and refine data collection processes, which are instrumental in understanding how different academic pathways and departments can better support enrollment and retention. Dr. Rich emphasized that once specific student groups are identified, YVC can implement new initiatives to better serve different populations and strategically allocate resources. Chair Baldoz acknowledged the various support initiatives for Yakima and Grandview but stressed the importance of addressing the needs of the college's entire service district, including **Kittitas, Klickitat, and White Swan**. He inquired about the availability of online courses to support students in these areas, reinforcing the necessity of ensuring equitable access to education across YVC's full service region.
- B. Office of Institutional Effectiveness Report and Annual Outcome Data-** Dr. Sheila Delquadri began her presentation by guiding the Trustees through YVC's public-facing website, demonstrating how to access the college's publicly available data as required by the Northwest Commission on Colleges and Universities (NWCCU). This data is published to ensure transparency for students, community members, and peer institutions. It includes key performance metrics such as Fall-to-Fall Retention, Graduation Rates, Post-Graduation Success, and Persistence—which measures the percentage of students who did not earn a credential at YVC but continued



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their education at another institution within four years of initial enrollment. The data is presented in a three-year analysis, disaggregated by demographics including gender, historically underserved students of color, income level, age, race, and ethnicity. Additionally, YVC's metrics are benchmarked against peer institutions at both regional and national levels to provide context for institutional performance. The selection of peer institutions was originally determined through a collaborative discussion between VP Dr. Teresa Rich and former VP Dr. Ernst. The selection criteria prioritized institutions that serve student populations similar to YVC's, including: Public institutions primarily offering associate degrees, Socioeconomic factors, such as a high percentage of low-income and first-generation students, Institutional size, with YVC enrolling approximately 6,500 students, Comparable financial expenditures. Based on these criteria, YVC identified the following peer institutions for comparison: Regional Peers: Big Bend Community College, Wenatchee Valley College, and Columbia Basin College National Peers: Los Angeles Southwest College (CA), Woodland Community College (CA), and Howard College (TX) Dr. Delquadri emphasized that benchmarking YVC's performance against peer institutions helps identify areas of success and opportunities for improvement. This data-driven approach allows the college to assess trends, inform decision-making, and develop targeted strategies to better serve students.

Concluded at 4:20 pm



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**REGULAR MEETING BOARD OF TRUSTEES
YAKIMA VALLEY COLLEGE**

January 9, 2025, 4:30 p.m.

West Campus Conference Center 038-122, Meeting Room D
1704 W. Nob Hill Blvd, Yakima WA

A. Roll Call and Introduction of Guests and New Employees

Board of Trustees Present

Patrick Baldoz, Chair
Laura Flores, Vice Chair
Bertha Ortega, Trustee
~~Dr. Sara Cate, Trustee~~
David Morales, Trustee

Others Present

YVC Staff & Faculty

Chair Baldoz called the meeting to order and completed Roll Call- all trustees were present except Dr. Sara Cate. At the beginning of the meeting there was a moment of silence to recognize all of the horrible fires that were taking place in California. Chair Baldoz mentioned that he may have to exit the meeting early today and he will pass the gavel onto Vice Chair Laura Flores to continue conducting the meeting.

Alma Ramirez, Chief Human Resources Officer, provided an update on recent hires across the campus over the past month. She invited the new employees present at the meeting to introduce themselves to the board. Three new hires were in attendance:

- **Rachel Villanueva**, Financial Literacy Coordinator, shared that she is a graduate of the 2023 BASM program and expressed her enthusiasm for joining the team.
- **Emily Garcia**, Human Resources Consultant, highlighted her background in Human Resources and her excitement for her new role.
- **Keila Rivera**, Human Resources Consultant, noted that she participated in YVC's Running Start program and expressed her eagerness to be part of the institution.

The board welcomed the new employees and acknowledged their contributions to the YVC community.

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

C. Call to the Public: No one present expressed a desire to address the board.

D. Approval of Minutes: Trustee Ortega moved to that the minutes of the Regular Meeting of November 7th, 2024 and the Special Meeting of December 2, 2024, be approved as submitted. The motion was seconded by Trustee Morales and passed unanimously.

E. Action Items:

1. 2023-2027 Faculty Collective Bargaining Agreement Ratification

Alma Ramirez and Dr. Teresa Rich made sure to bring it to the board's attention that the corrected dates for this action item were to read, 2023-2027, not 2025-2027. Alma Ramirez, presenter RCW 28B.50.140, 2023-2027 Faculty Collective Bargaining Agreement Ratification, that the college has reached a tentative

agreement on a successor collective bargaining agreement with the American Federation of Teachers-Yakima, effective July 1, 2023 through June 30, 2027.

Motion 25-01-01: Trustee Ortega moved for the Board of Trustees adopt a motion authorizing the President to execute the 2023-2027 collective bargaining agreement with the American Federation of Teachers-Yakima representing faculty.

The motion was seconded by Vice Chair Flores and passed unanimously.

After the action item was approved and passed Chair Baldoz asked for the union representatives that had been working on this agreement to stand and thanked the staff and representatives for all of their hard work on coming to an agreement.

2. 2025-2027 Washington Public Employees Association (WPEA) Agreement Ratification

Alma Ramirez, presenter, RCW 28B.50.140, 2025-2027 Washington Public Employees Association (WPEA) Ratification Agreement, that the college that the college has reached a tentative agreement on a successor collective bargaining agreement with the Washington Public Employees Association (WPEA), effective July 1, 2025 through June 30, 2027.

Motion 25-01-02: Trustee Morales moved for the Board of Trustees adopt a motion authorizing the President to execute the 2025-2027 collective bargaining agreement with the Washington Public Employees Association (WPEA).

The motion was seconded by Trustee Ortega and passed unanimously.

3. WAC 132P-121 Student Rights and Responsibilities-Permanent Rule Making

Leslie Blackaby, presenter, RCW 28B.50.140, WAC 132P-121 Student Rights and Responsibilities-Permanent Rule Making, following the state of Washington's emergency rule making process, at the July 30, 2024 meeting of the Board of Trustees, the trustees approved the adoption of Washington's Administrative Code (WAC) 132P-121 and the repeal of 18 outdated WACs in 132P-33. To extend the emergency adoption until the permanent process could be completed, these changes were again approved on December 2, 2024, during a Special Meeting by the Board of Trustees. Emergency Rule Making was necessary due to the revision of the federal regulations on Title IX, Part 106-Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance. The new regulations went into effect August 1, 2024. To retain WAC 132P-121 and repeal the outdated WACs in 132P-33, the college must complete the permanent rule making process. The following processes are now complete:

- July 30, 2024: Board of Trustees approved emergency adoption
- October 21, 2024: Associated Students of Yakima Valley College Senate approved WAC revisions
- October 22, 2024: Administrative Council approved WAC revisions
- December 2, 2024: Board of Trustees approved extension of the emergency adoption
- December 30, 2024: Public Hearing: No community members attended; no written comments received

Proposed WAC 132P-121 and repeal of the outdated WACs in 132P-33 remain the same versions as those presented to the Board of Trustees on July 30 and on December 2, 2024. Upon the Board of Trustees' approval, the college will submit the final paperwork necessary to complete the permanent rulemaking process.

Motion 25-01-03: Trustee Morales moved for the Board of Trustees adopt a motion to approve permanent rule making for the adoption of WAC 132P-121 and repeal 18 outdated WACs in 132P-33 in compliance with federal Title IX regulations, Part 106.

The motion was seconded by Trustee Flores and passed unanimously.

F. Communications: no communications

G. Reports

- 1. Board of Trustees:** No Report today from the Board of Trustees.
- 2. Students:** The students provided slips of paper for the board members to be able to vote on a name for the new YAK mascot for YVC, they are to give the submissions to Ms. Sheehan at the end of the meeting and she will be sure to bring them back to the student life office. Alev Ucar provided the board with an update on events held throughout November. In recognition of Veterans Day, the Missing Man Table Display was set up to honor veterans. Additionally, on November 12, a dream catcher crafting event was held at the HUB in Yakima and the Student Activity Center in Grandview to celebrate Native American Heritage Month. The event was well attended, with approximately 40 students participating in Yakima and 20 in Grandview. Other notable events included the ASYVC Red Cross Blood Drive and Coffee with Navigators, held on both campuses. The blood donations collected have the potential to save approximately 80 lives. A cookie decorating event was held on November 21st, providing students with an opportunity to celebrate the holiday season. On November 22nd, a team bonding event took place, where participants enjoyed dinner together followed by an escape room experience. These events contributed to student engagement and fostered a sense of community across both campuses. Damien Saenz-Garcia provided the board with an update on events held throughout December. On December 3rd, a showing of *The Grinch* was held to give students a chance to take a break from their classes and enjoy the holiday season. From December 4th to December 11th, a "De-Stress for Success" week featured various activities, including holiday crafts, snowball fights, ice cream parties, and a donut event, all aimed at helping students relax during finals. On December 12th, a new student orientation was held to help incoming students become familiar with the campus and learn about the resources available to them. These events provided opportunities for student engagement, stress relief, and community building.
- 3. Vice President for Administrative Services:** Dr. Rich provided a written report to the board and gave an update on the financial state audit. She noted that an entrance conference will be scheduled in February and assured the board that we are working on accommodating schedules. She also expressed her appreciation to Board Chair Patrick Baldoz for attending the recent Risk Assessment meeting related to the financial audit.
- 4. Interim Vice President for Instruction:** Kerrie Cavaness greeted the board and shared a few key highlights from her previously submitted written report. She informed the board about two candidates who will be joining the YVC campus as finalists for the Dean of Arts and Sciences position and mentioned that there will be open public forums on both the Yakima and Grandview campuses for the campus community. She invited any interested board members to attend. Ms. Cavaness then asked Ms. Sheehan to distribute the STEM Arts newsletter. Following this, she introduced Dr. Skye Field, Dean of Workforce Education, as the

"Dean of the Hour." Dr. Skye Field addressed the Board of Trustees and provided a Workforce Education (WED) snapshot, highlighting the department's efforts to expand partnerships and align and develop new programs. She shared details about an upcoming Scrubs Camp scheduled for March 20th. This day-long event will host approximately 100 high school juniors and seniors, featuring collaboration with community partners, including Greater Health Now Network, Central Washington Area Health Center, Allied Health Center of Excellence, ESD 105, WSU, Perry Tech, MultiCare, and PNWU. Several YVC healthcare faculty members will also participate in the event. Dr. Field also discussed ongoing conversations with MultiCare regarding a potential MASH Camp, a summer program similar to Scrubs Camp but designed to provide students with hands-on experiences in healthcare settings, such as hospitals, over multiple days. Dr. Field then went on to share with the Trustees that she is currently working on setting up two additional MOU's one with St. Martin University and one for a Martinez fellowship. The St. Martin's MOU would allow a pathway for students to achieve a Master's in Education. The Martinez fellowship would provide multiple pathways to education and ongoing professional development. These two MOUS were brought forth as opportunities by the Interim BAS-TE Director, Kelly Koch. Lastly, Dr. Field shared how she is excited to host councils here at YVC that include a state board council, the Workforce Education Council, and The Baccalaureate Leadership Council this spring.

5. **Interim Vice President of Student Services:** Pedro Navarrete addressed the Board and provided an update to his previously submitted written report. He shared the latest Full-Time Equivalent (FTE) enrollment numbers, which, as of January 17th, stood at 3,548 based on census data. He noted that the college is still adding students, and enrollment numbers continue to fluctuate.
6. **Interim President Rich:** Dr. Teresa Rich kept her President's report brief, mentioning the upcoming Legislative Hill Climb, where she has invited Ms. Rachel Dorn to join her. Trustee Ortega expressed her satisfaction that Eastern Washington is well represented this year, noting the presence of new legislators. Dr. Rich shared that the college presidents plan to visit the hill each month during the legislative session and provided the board with a one-pager that she will take to share with legislators. Dr. Rich also mentioned that the college is preparing a tri-fold brochure for the Trustees to take with them to the National Legislative Summit in February. Trustee Ortega commented that legislators appreciate small items with large print and that they would likely enjoy the brochure. Additionally, Dr. Rich shared that the college will be providing leather-bound notebooks engraved with YVC logos and pens to distribute to legislators during the Hill Climb. She emphasized that her focus is on fostering a new day and sense of community among students, staff, and unions. Dr. Rich noted that the Fall tenure reports are ready for review, and both the Fall and Winter reports will be available for Trustees to review before the March board meeting. If Trustees wish to view them separately, they can work with Ms. Sheehan. The reports will be available in both hard copy and electronic formats. The final action to grant tenure will be presented as an action item at the March board meeting. Dr. Rich expressed gratitude to the board for approving the signatory action item regarding the collective bargaining agreements and thanked Ms. Dorn for her hard work and collaborative efforts over the past few months. Trustee Ortega also thanked both Dr. Rich and Ms. Dorn for their efforts, offering congratulations. Dr. Rich acknowledged that it was a team effort.

Community Relations Report: Dustin Wunderlich submitted a written report in the board packet and shared short videos to raise awareness about the college. The videos featured two students: Luis Lopez, who has dreamed of becoming a winemaker and studies at the Grandview campus, and Cosmo Jack, an Anthropology student at the Yakima campus. These videos are available on the college's public-facing website. Mr. Wunderlich mentioned that it has been enjoyable working with both students and faculty to capture the footage.

Human Resource Activity Report: Alma Ramirez provided a written report, no additional verbal report today.

Diversity, Equity, and Inclusion Report: No report

Office of Institutional Effectiveness Report: Dr. Sheila Delquadri provided a written report and asked the board members if they had any additional questions. There were no further questions at this time.

7. **Classified Staff:** No Report

8. **Professional Staff:** No Report

9. **Faculty:** Ms. Dorn, AFT-Y President, addressed the Board of Trustees and expressed her appreciation for the approval and vote on the ratified Collective Bargaining Agreement (CBA). She acknowledged that the bargaining process was challenging and was pleased that it had been successfully completed. She also shared that, for the first time in years, she did not have to work on bargaining over the break. Ms. Dorn highlighted key changes in the CBA for faculty, including adjustments to the salary scale, firm increments (salary steps based on years of service), increased transparency and communication, and a commitment to equity moving forward. She expressed satisfaction with the improved collaboration and communication between administration and the union. While noting the success of the process, Ms. Dorn acknowledged that several unresolved issues remain, and at some point, the bargaining team will need to reconvene to address them. She was impressed with the efficiency of the negotiations and provided an overview of the union's December events. She also shared that she would be attending Lobby Day at the Hill in February. Ms. Dorn then posed two questions to the Board: When will the president's position be posted? She emphasized the importance of a transparent and competitive national search for the health of the institution. Additionally, she inquired about the delays in the professional staff's bargaining process.

10. **Call to the Public:** No one present expressed a desire to address the Board.

11. **Date of Next Meeting:** The next meeting will be Thursday, March 13th, 2025.

12. **Executive Session:** No executive session was called.

13. **Action Items:** N/A

14. **Adjournment:** Meeting adjourned at 6:34 p.m.