South Sixteenth Avenue & Nob Hill Boulevard

P.O. Box 22520

Yakima, WA 98907-2520

Phone: (509) 574-4635 Fax: (509) 574-4638 Web: www.yvcc.edu

AGENDA

REGULAR MEETING BOARD OF TRUSTEES YAKIMA VALLEY COMMUNITY COLLEGE January 13, 2016

4:30 p.m.

M.L. King Jr. Room Hopf Union Building, Yakima Campus

- A. Roll Call
 - Introduction of Guests and New Employees, Mr. Mark Rogstad, presenter
- B. Proposed Changes to the Agenda
- C. Approval of Minutes: Special and Regular Meetings of November 18, 2015
- D. Action Items
 - 1. Bachelor of Applied Science in Dental Hygiene Degree, *Mr. Tomás Ybarra*, *presenter*
- E. Communications
- F. Reports

3.

- 1. Board of Trustees Ms. Lisa Parker, Chair
- 2. Students Jaime Olguin, President of ASYVCC

 Savanna Kresse, President Grandview Student Council
 - Classified Staff Ms. Cathy VanWinsen, WPEA Representative
- 4. Professional Staff Ms. Diana Jennings, AFT-YPS Professional Representative
- 5. Faculty Mr. Tom Mount, AFT-Y Yakima President
- 6. Vice President for Administrative Services Ms. Teresa Holland
- 7. Vice President for Instruction and Student Services *Mr. Tomás Ybarra*Workforce Education Report, *Ms. Paulette Lopez, presenter*
- 8. President Dr. Linda Kaminski

Community Relations Report, Ms. Niki Hopkins, presenter

Human Resource Activity Report, Mr. Mark Rogstad, presenter

G. Call to the Public

The public is welcome to make comments on issues not on the agenda after being recognized by the chair. Trustees may ask questions of the speaker for clarification but generally will not discuss items that are not on the agenda. If appropriate, they may refer the subject to college staff for research or request an item be placed on a subsequent agenda.

- H. Date of Next Meeting—The next Regular meeting will be February 18, 2016
- I. Executive Session
 - 1. An Executive Session may be called for any reason allowed under the Open Public Meetings Act (RCW 42.30)
 - 2. Announcement of time Executive Session will conclude
- J. Action Items, if any, that may be necessary to be taken as a result of matters considered in Executive Session
- K. Adjournment



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Others Present

YVCC Students, Staff & Faculty

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MINUTES

REGULAR MEETING BOARD OF TRUSTEES YAKIMA VALLEY COMMUNITY COLLEGE

January 13, 2016, 4:30 p.m. M.L. King Jr. Room Hopf Union Building, Yakima Campus

Chair Lisa Parker called the regular meeting of the Board of Trustees to order at 4:38 after a brief delay due to phone conferencing issues.

A. Roll Call and Introduction of Guests and New Employees

Board of Trustees Present

Ms. Lisa Parker, Chair

Ms. Rosalinda Mendoza

Ms. Patricia Whitefoot, Vice Chair (by phone)

Dr. Linda J. Kaminski, Secretary

Board of Trustees Absent

Dr. Sara Cate

Mr. Robert Ozuna

Introduction of Guests and New Employees. Human Resource Director Mr. Mark Rogstad introduced Ms. Elvira Woods, Bilingual Instruction & Classroom Support Technician 1 in Basic Skills; Ms. Lorena Hernandez, Coordinator Applied IT Systems Administration Program in Workforce Education; Ms. Eleanor Boice, Assistant Director Financial Aid in Student Services; and Ms. Rosalinda Mendez, Program Assistant in Arts & Sciences. Mr. Rogstad indicated that he needed to leave the meeting early due to another engagement.

- B. **Proposed Changes to the Agenda.** The action item was addressed first to accommodate Trustee Whitefoot, she would be leaving the meeting after action was taken.
- C. **Approval of Minutes:** Trustee Mendoza moved that the minutes of the Special and Regular Meetings of November 18, 2015, be approved as submitted. The motion was seconded by Trustee Whitefoot and passed unanimously.

D. Action Items

1.

Bachelor of Applied Science in Dental Hygiene Degree. Vice President Tomás Ybarra stated that RCW 28B.50.810 authorizes the Washington State Community and Technical Colleges to offer applied baccalaureate degrees, consistent with their college mission and with the approval of their respective Boards of Trustees. The Yakima Valley Community College (YVCC) mission calls upon the college to offer professional and technical education that responds to the needs of its diverse communities. The college finds clear evidence of an unmet need for applied bachelors' degrees within the YVCC service district, and across the greater Eastern Washington region. This includes applied bachelors' degrees in the area of Dental Hygiene. Evidence demonstrates that the emerging entry level qualifications for Dental Hygienists call for a bachelor's degree. Additionally, the college finds strong interest in an applied bachelors' degree in Dental Hygiene among current YVCC students and employed individuals in the YVCC service district. Therefore, the college administration has initiated the necessary work to plan a program leading to the Bachelor of Applied Science in Dental Hygiene. The planning includes the following:

- Identification of required services and other resources to support the program
- Application process for additional approvals for accreditation
- Authorization to enable students to obtain financial aid

The administration recommends that the Board of Trustees grant authority to the college to offer the Bachelor of Applied Science Degree in Dental Hygiene, and to proceed with the application process for additional approvals as required, from the Washington State Board for Community and Technical Colleges (SBCTC), the North West Commission on Colleges and Universities (NWCCU), and the U.S. Department of Education, Office of Federal Student Aid (DOE, OFSA).

MOTION 16-01-01: Trustee Mendoza moved that the Board of Trustees adopts a motion to authorize the college to offer the Bachelor of Applied Science in Dental Hygiene Degree. The motion was seconded by Trustee Whitefoot and passed unanimously.

E. **Communications.** Dr. Kaminski presented a letter of gratitude from President Ely on behalf of the entire Green River College delegation that recently visited YVCC. A copy of the letter is filed with these minutes.

F. Reports

1. **Board of Trustees** — Nothing to report.

2. Student Government

Mr. Jaime Olguin, President of ASYVCC reported on some past events such as the Brovember Food Drive, Thanksgiving Dinner at the Dorms, and the Santa's Work Shop in conjunction with the Larson Gallery. He also discussed a few upcoming events, the Club Fair and Blood Drive. A copy of the full report is filed with these minutes in the President's Office.

Savanna Kresse, President Grandview Student Council. Not present. A copy of the full report is filed with these minutes in the President's Office.

3. Classified Staff

Ms. Cathy VanWinsen, WPEA Representative indicated that she didn't have much to share with the Board. She indicated that there have been three recent retirements and there will be many more in the next three to five years.

4. **Professional Staff**

Ms. Diana Jennings, AFT-YPS Professional Representative. Not in attendance

5. **Faculty**

Mr. Tom Mount, AFT-Y Yakima President. Not in attendance.

6. <u>Vice President for Administrative Services</u>

Chair Parker congratulated Dr. Teresa Holland on completing her doctorate of philosophy degree in education with a concentration in community college leadership from Oregon State University. Dr. Holland also stated that she is changing her name to Dr. Teresa Holland Rich. This should be effective by the next board meeting.

Vice President Holland gave an update on the two construction projects. Both are on time and on budget. She provided the board with pictures of each construction site. The Toppenish project will have some overlap as to when it will be ready to occupy and when we have to be out of our old location. Dean Humphreys was able to secure a location for that month before we can occupy the new space. A copy of the handouts is filed with these minutes.

7. Vice President for Instruction and Student Services

Vice President Tomás Ybarra provided an advising update. He indicated that the advising committee continues to meet monthly and is working to clarify the role of faculty advisors. A number of students who did not attend advising were blocked. The counselors indicated that many of them stopped attending due to personal or health related issues as well as financial aid issues.

Mr. Ybarra provided an update on financial aid. In a survey students expressed their impression of the financial aid system. Some students were waiting two to three months for awards. This system has been streamlined and the wait has been cut significantly. Students need to be shown how to be better consumers and to use the student portal to eliminate time spent standing in line. Changes to the operating hours of the financial aid counter and updates to the phone tree should help reduce negative perceptions.

Workforce Education Report. Ms. Paulette Lopez provided an update on the ECE program. She indicated that YVCC received federal funding for the program, 104 students enrolled and 101 earned their certificates. The federal funding has ended but there is still movement to explore other ideas to continue the program.

8. **President**

Community Relations Report, Ms. Niki Hopkins handed out an updated calendar of events to the Board and discussed a few upcoming events and one date change to the lecture series. Ms. Hopkins shared that YVCC has been expanding its advertising with the movie theatre ads and billboards and the newest venture will be television ads on KIMA. Ads should begin running this month. Ms. Hopkins provided the board with a sneak peek of the ads at the end of the board meeting. A complete list of events can be found at; http://www.yvcc.edu/about/community-relations/Pages/Home.aspx

Human Resource Activity Report, Mr. Mark Rogstad left the meeting early to attend another event. No new updates.

President's Report. 1) Dr. Kaminski provided the board with a legislative agenda for 2016 handout. 2) She also provided the board with the 2016 legislative talking points. 3) Dr. Kaminski gave the board a handout on the upcoming diversity series events. 4) She provided the board with the current FTE enrollment reports. Students can still drop today so these numbers will change it's just where we are at right now. 5) Dr. Kaminski discussed the Governor's budget. 6) She reminded the board that the Transforming Lives Award and ACT Winter Conference will be held on January 24th and 25th. 7) Dr. Kaminski reported on the January 12th reception for international students. 8) She reminded the board that the ACCT/AACC legislative summit will be held on February 9th.

- G. Call to the Public. No one present indicated a desire to address the board.
- H. **Date of Next Meeting**. The next Regular meeting will be February 18, 2016.
- I. **Executive Session.** No executive session was called.
- J. Action Items. N/A
- K. **Adjournment.** The meeting was adjourned at 5:51 p.m.

LISA PARKER	Linda Kaminski
Lisa Parker, Chair	Attest: Linda J. Kaminski, Secretary

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Defeated

BOARD OF TRUSTEES MEETING

January 13, 2016

ACTION ITEM

A	CHONTIEM
Regular MeetingSpecial Meeting	Requested by: Tomás Ybarra Presented by: Tomás Ybarra Motion No.: 16-01-01 Citation(s): RCW 28B.50.810 Applied Baccaloureate Degree Programs
SUBJECT:	Zuccentin cure Z conce 1 vog. umb
Approval to offer the Bachelor of Applied Science i	n Dental Hygiene Degree
BRIEF:	
degrees, consistent with their college mission and Yakima Valley Community College (YVCC) miseducation that responds to the needs of its diverse capplied bachelors' degrees within the YVCC service includes applied bachelors' degrees in the area of level qualifications for Dental Hygienists call for a an applied bachelors' degree in Dental Hygiene amount of the service of the ser	Community and Technical Colleges to offer applied baccalaureate with the approval of their respective Boards of Trustees. The sion calls upon the college to offer professional and technical ammunities. The college finds clear evidence of an unmet need for e district, and across the greater Eastern Washington region. This Dental Hygiene. Evidence demonstrates that the emerging entry pachelor's degree. Additionally, the college finds strong interest in ang current YVCC students and employed individuals in the YVCC on has initiated the necessary work to plan a program leading to the e planning includes the following:
Identification of required services and other	er resources to support the program
Application process for additional approva	ls for accreditation
Authorization to enable students to obtain	financial aid
Applied Science Degree in Dental Hygiene, and to required, from the Washington State Board for	Trustees grant authority to the college to offer the Bachelor of proceed with the application process for additional approvals as Community and Technical Colleges (SBCTC), the North West CU), and the U.S. Department of Education, Office of Federal
RECOMMENDATION:	
	orize the college to offer the Bachelor of Applied Science in Dental
MOTION:	VOTE: Ayes Nays Abstentions
SECOND:	Carried



ASYVCC Board of Trustees Report January 13, 2016 4:30pm MLK Room

Past events:

November: Brovember/Food drive

In November we raised funds for men's health awareness and donated them to a Washington State Prostate Cancer Coalition. This event included a "hairiest Yak" contest and a beanie/scarf sale.

November 24: Thanksgiving Dinner at the Dorms

Students come from all parts of our state and sometimes from out of state. We learned that many of these students were unable to go home for the holidays at this time of year. ASYVCC hosted a Thanksgiving Dinner for those students who couldn't make it home.

December 1: PB&J

ASYVCC passed out PB&J sandwiches to students on the north and south sides of campus. While passing out sandwiches, we shared information about ASYVCC and student's for programming ideas.

December 4: Club Wars

This event was intended to foster fun competitiveness between clubs. It was a great way to challenge one another and also contribute to a great cause. The culminating event incorporated a food drive and a miniature family feud game played amongst the four clubs that donated the most food.

December 13: Santa's Workshop

ASYVCC co-chaired this event with members of the art gallery. The community was welcomed to the Larson Gallery to take pictures with Santa, go to a coloring station, a cookie decorating station, and more.

January 12: Cookie Decoration

We believe that interaction with our peers is the best way to reach out and understand the climate in our college. This was an opportunity where we could take the time to listen to student concerns or praises, so that we can make informed decisions that will affect our education.

Upcoming events:

January 20: Club Fair

Promoting our clubs is very important because we believe they are a very strong support structure for students. Helping the clubs gain exposure in our campus will ultimately let their legacy grow and continue.

January 26: Blood Drive

The American Red Cross will be coming to campus for another blood drive. Sign-ups are at the HUB Information booth.

Grandview Student Council Board of Trustees Report January 2016

Completed Events

- **Brain Food-** December 7-9, 2015 GSC provided brain food for students who were taking finals to help prepare them for testing and to ease the stresses of the end of the quarter. We served fruit, granola bars, mixed nuts, and juice.
- Meeting with Bruce Chandler and Jim Honeyford- GSC President and GSC Secretary were able to accompany Dr. Kaminski and BOT member Ms. Lisa Parker at their meeting with District 15 representatives to discuss the issues important to our school and our students.

Upcoming Events:

- Diversity Series- January 2016
 GSC is looking forward to partnering with YVCC Diversity series as a means to bring events that were done at the Yakima campus to the Grandview Campus. GSC is currently considering two events, D-Talks and Slice of Me. GSC is also considering attending and promoting the Students of Color Conference for our Grandview students.
- Washington Community and Technical Colleges Student Association (WACTCSA) GSC is currently working with WACTCSA to represent our students at the legislative level. Currently we are working on lowering text book prices and bringing about a Washington's Promise Grant for students in need.

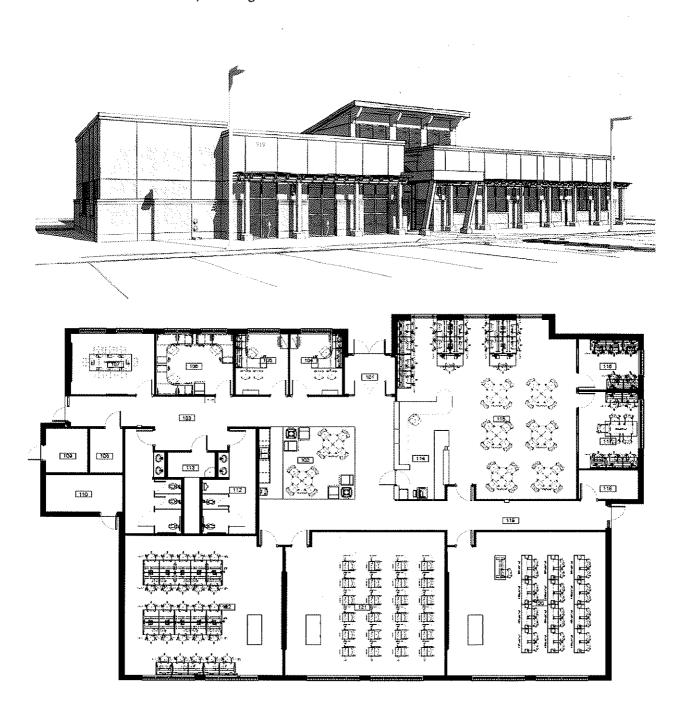
Toppenish Learning Center Update – January 2016

Budget: \$2.5 Million Square footage: 7,100 Completion Date: April 2016

Contractor: Sevigny Construction, Yakima, WA

Occupants: Basic Skills Programs

Current Status: On schedule, On Budget















Campus Operations Update – January 2016

Budget: \$6.5 Million

Square footage: Administrative Building 10,236

Shop 13,144

Completion Date: April 2016

Contractor: Meridian Construction, Spokane, WA

Occupants: Facilities Operations, Grounds, Custodial, Security, Print Shop

Current Status: On Time, On Budget







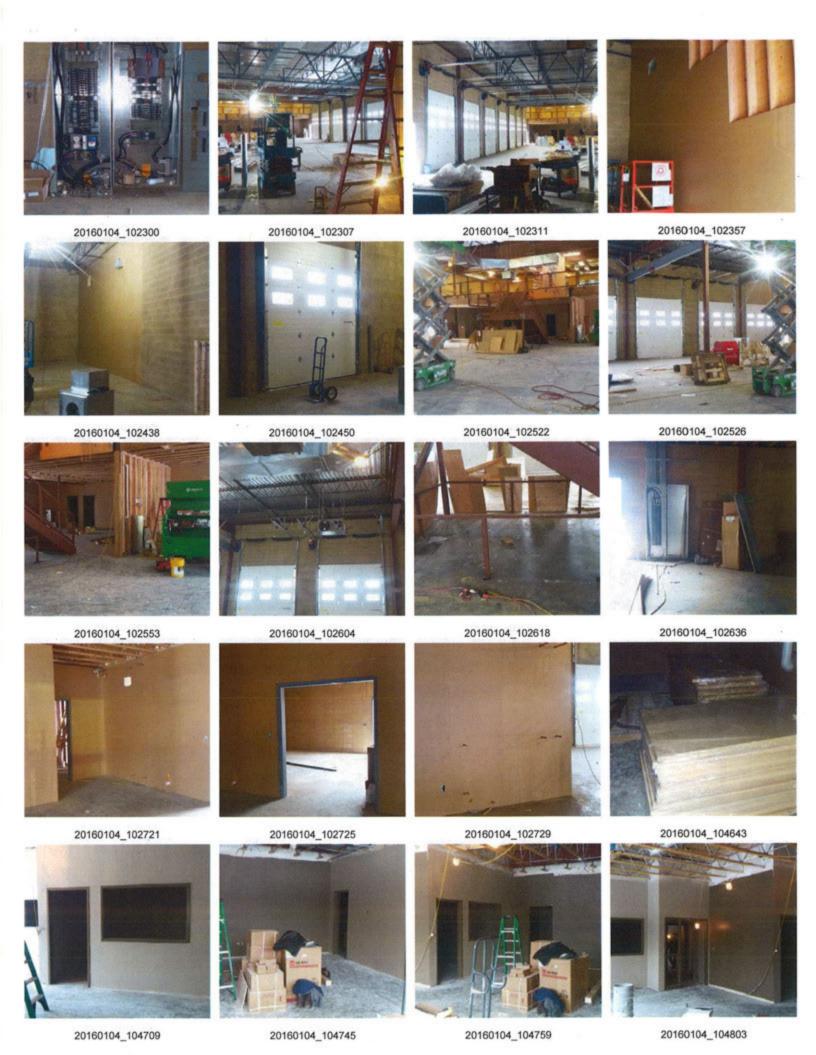
Security Office

Shop Garage Door installation



Interior Yard

Shop Mezzanine







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20160104_104922



20160104_104929



20160104_104935



20160104_104941



20160104_104949



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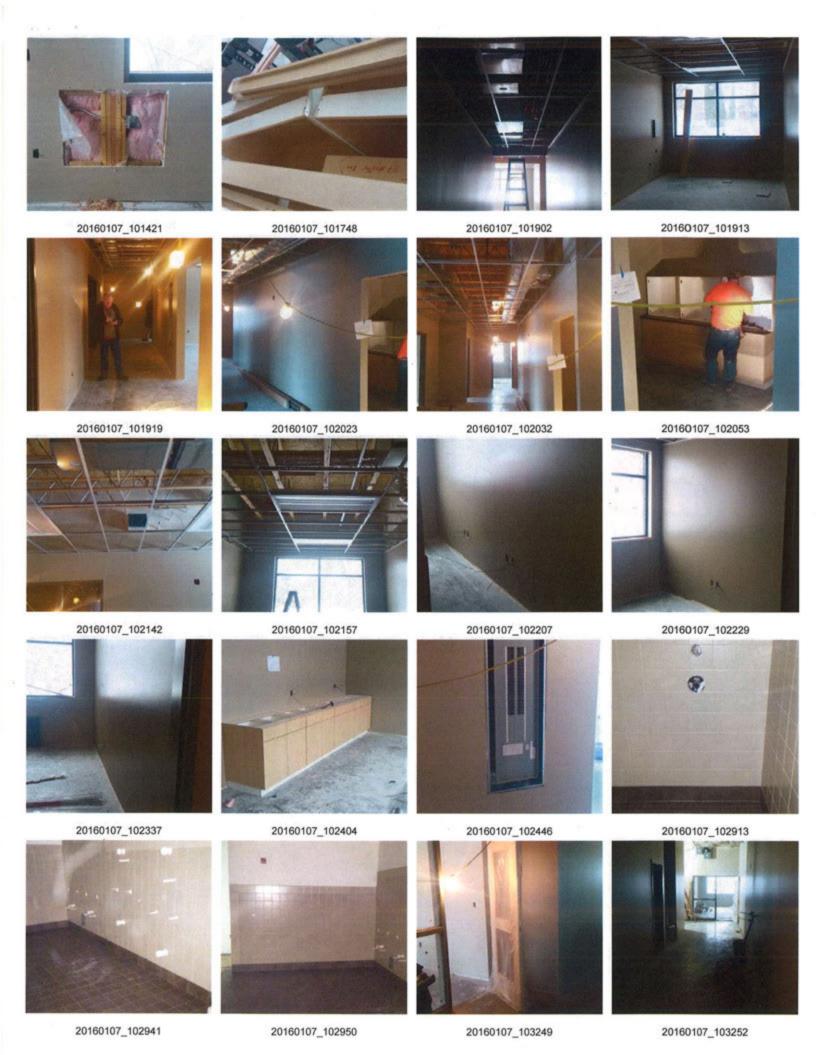
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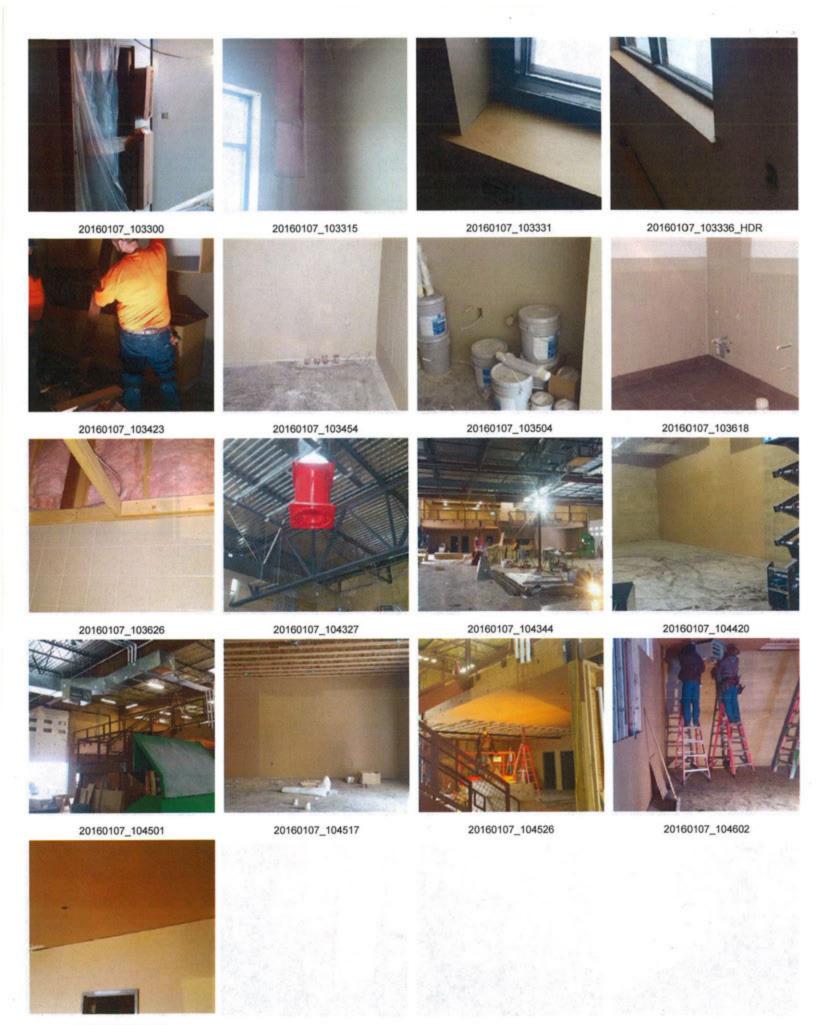


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Activity Report December 2015

NEW HIRES:			
Name	Position Title	Start Date	Division/Department
Elvira Woods	Bilingual Instruction & Classroom Support Technician 1	11/23/2015	Basic Skills
Lorena Hernandez	Coordinator-Applied IT System Administration Program	12/1/2015	Workforce Education
Eleanor Boice	Assistant Director-Financial Aid	12/21/2015	Student Services
Rosalinda Mendez	Program Assistant	12/28/2015	Arts and Sciences
Ashley LeRoue	Program Assistant	12/28/2015	Student Services
Zack Spurlock	Program Assistant	1/11/2016	Workforce Education
RETIREMENTS & RESIGNATIONS:			
Name	Position Title	Effective Date	Division/Department
Janessa Segal-Mains	Library & Archives Paraprofessional 1	11/18/2015	Library & Media Services
Diane Buchanan	Administrative Assistant 2	12/11/2015	Basic Skills
Nayelli Yanez	Bilingual Office Assistant 3	1/4/2015	Student Services
Marilu Viveros	Bilingual Office Assistant 3	1/8/2016	Basic Skills
Delores Strother	Fiscal Technician Lead	1/19/2016	Administrative Services
Linda Clark	Procurement & Supply Support Specialist 1	1/29/2016	Administrative Services
David Blink	Music Instructor	6/10/2016	Arts and Sciences
STAFF VACANCIES			
Position Title	Current Status	Vacancy #	Division/Department
ADMINISTRATIVE & EXEMPT PRO	OFESSIONAL:		
Application Developer	Screening Applications	15-042	Technology Services
Accounting Manager	Accepting Applicatrions	15-047	Administrative Services
Grant Budget Manager	Interviews Scheduled	15-050	Instruction & Student Services



Workfirst Coordinator	Screening Applications	15-053	Basic Skills
CLASSIFIED:			
Admininstrative Assistant 2	Interviews Scheduled	15-054	Basic Skills
FACULTY:			
Information Technology Networking Instructor	Screening Applications	15-047	Workforce Education

President's Activities

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work w/ re re rmation training ds ibility ors munity ors ential ors work ducation						Access					Success									
		Share information	inin	≝	tribute t munity		ativ	l 음	Internal community	Info to prosp students	Create transitions	Scholarship funding	Expand outreach	Expand facilities	Expand learn activities	Student Recognition	Improve stu success	Influence policies, etc.	Data student success	Learn strategies
	A1	A2	A3	A4	A5	A6	A7	A8	A9	B1	B2	В3	B4	B5	В6	C1	C2	C3	C4	C5

Meetings— Out of District

11/3-11/4	WACTC Meeting, Olympia WA		•	•	•		•	•		•	•	•	•	•	•	•	•
11/9-11/11	AACC Commission Meeting, Washington D.C.	•	•		•	•		•		•	•			•	•		
11/19-11/20	ACT Fall Conference, Seattle WA	•	•	•	•			•		•	•			•			•
12/10-12/11	WACTC Meeting, Kirkland WA		•	•	•		•	•		•	•	•	•	•	•	•	•

Meetings—In College District

	<u>_</u>																		
11/5	Meet CWU Associate Provost Anne Cubilie	•	•						•					•	•				
11/5	Meet w/ State Auditor Mr. Jim Jones		•																
11/5	Yakima Rotary Club Meeting	•	•	•	•	•	•					•							
11/17	South Central Workforce Development Cncl.	•	•			•	•												
11/18	YVCC Board of Trustees' Meeting		•													•	•		
11/19	Yakima Rotary Club Meeting	•	•	•	•	•	•					•							
12/1	Meet w/ Representative Norm Johnson		•	•				•								•			
12/3	Yakima Rotary Club Meeting	•	•	•	•	•	•					•							
12/7	Meet w/ Senator Judy Warnick		•	•				•								•			
12/8	Administrative Council Meeting			•						•			•	•		•	•	•	
12/8	Meet w/ Senator Curtis King		•	•				•								•			
12/8	Yakima Rotary Club Meeting (makeup) *	•	•	•	•	•	•					•							
12/9	South Central Workforce Development Cncl.	•	•			•	•												
12/9	Meet w/Senator Jim Honeyford		•	•				•								•			
12/9	Meet w/ Representative Bruce Chandler		•	•				•								•			
12/17	Yakima Rotary Club Meeting	•	•	•	•	•	•					•							
12/17*	New Vision Board Meeting	•	•		•	•	•	•					•		•		•		

*Outside Normal Business Hours

President's Activities Key

Core Themes

A-Community

- A-1 Provided opportunity to network with community leaders
- A-2 Provided opportunity to share information about the college
- A-3 Provided opportunity to learn about educational/training needs in the community
- A-4 Provided visibility for college within the local community, state or country
- A-5 Provided opportunity for college to actively contribute to the community
- A-6 Raised awareness for potential donors to contribute to the college
- A-7 Informed legislators about issues that could potentially affect the college
- A-8 Provided opportunity to network with other educational organizations/leaders to promote collaboration and sharing of resources
- A-9 Provided opportunity to discuss issues with college's internal community

B-Access

- B-1 Provided opportunity to share information about the college to prospective students
- B-2 Provided opportunity to create effective transitions for students
- B-3 Provided opportunity to cultivate funding for student scholarships
- B-4 Provided opportunity to expand outreach
- B-5 Provided opportunity to expand facilities
- B-6 Provided opportunity to expand learning activities

C-Success

- C-1 Provided opportunity to recognize student achievements
- C-2 Provided opportunity to engage others in improving student success
- C-3 Provided opportunity to influence policies, regulations, laws and/or resource allocations that would improve or create barriers to student success
- C-4 Provided data that demonstrate accomplishments and challenges to student success
- C-5 Provided opportunity to learn about strategies from other institutions that have successfully reduced student achievement gaps