

AGENDA

SPECIAL MEETING/STUDY SESSION BOARD OF TRUSTEES YAKIMA VALLEY COMMUNITY COLLEGE

May 11, 2016

3:30 p.m.

M. L. King Room, HUB
Yakima Campus

- A. 2016-2017 Proposed Operating Budget, *Dr. Linda Kaminski, presenter*
- B. 2016-2017 Proposed Student Residence Center Budget, *Mr. Brady Mugleston, presenter*
- C. 2016-2017 Proposed S & A Budget, *Ms. Caitlin Goodwill, presenter*

AGENDA

REGULAR MEETING BOARD OF TRUSTEES YAKIMA VALLEY COMMUNITY COLLEGE

May 11, 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 April 9, 2016

D. Action Items

1. Adoption of Changes to Board Policy 1.01, *Dr. Teresa Rich, presenter*
2. Adoption of Changes to Board Policy 1.20, *Dr. Teresa Rich, presenter*
3. Adoption of Changes to Board Policy 4.01, *Director Mark Rogstad, presenter*
4. Adoption of Changes to Board Policy 4.06, *Director Mark Rogstad, presenter*
5. Adoption of Changes to Board Policies 4.20, *Director Mark Rogstad, presenter*
6. Adoption of Changes to Board Policies 4.31, *Director Mark Rogstad, presenter*
7. Adoption of Changes to Board Policies 4.32, *Director Mark Rogstad, presenter*
8. Adoption of Changes to Board Policies 4.34, *Director Mark Rogstad, presenter*
9. Adoption of Changes to Board Policies 4.35, *Director Mark Rogstad, presenter*
10. Adoption of Changes to Board Policies 4.37, *Director Mark Rogstad, presenter*
11. Revert college name back to Yakima Valley College, *President Kaminski, presenter*

E. Communications

F. Reports

1. Board of Trustees — *Ms. Lisa Parker, Chair*
2. Students — *Jaime Olguin, President of ASYVCC*
Interim President Grandview Student Council
3. 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 — *Dr. Teresa Rich*
Operating Budget Status, Misael Lopez presenter
7. Vice President for Instruction and Student Services — *Mr. Tomás Ybarra*
Technology Services Update, Director Scott Towsley, 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 Thursday June 16, 2016 at the M.L. King Jr. Room, Hopf Union Building, Yakima Campus

The facilities for this meeting are free of mobility barriers. Interpreters for deaf individuals and taped information for blind individuals will be provided upon request when adequate notice is given.

- 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

MINUTES

SPECIAL MEETING/STUDY SESSION YAKIMA VALLEY COMMUNITY COLLEGE BOARD OF TRUSTEES May 11, 2016, 3:30 p.m.

The special meeting was called to order by Chair Lisa Parker at 3:30 p.m. in the M.L. King Room of the Hopf Union Building on the Yakima Campus. Trustees present were Chair Lisa Parker, Trustee Rosalinda Mendoza joined the meeting at 3:33 p.m. and Trustee Patricia Whitefoot joined the meeting at 4:00 p.m. Trustee Robert Ozuna and Dr. Sara Cate were absent (excused).

A. **2016-2017 Proposed Operating Budget**

Dr. Linda Kaminski reported on the State, SBCTC, and YVCC budget cycles. She discussed YVCC's budget planning process and the series of budget meetings conducted for students, faculty and staff. The proposed budget is \$30,965,815, which includes the state allocations of \$19,196,805, the tuition collection of \$7,927,790, local funds in the amount of \$748,690, and tuition reserves in the amount of \$3,092,815. A copy of the budget presentation is filed with these minutes in the President's Office.

Dr. Kaminski indicated that, at its June meeting, the Board of Trustees will be asked to approve the budget.

B. **2016-2017 Proposed Student Residence Center Budget**

Mr. Brady Mugleston reviewed the proposed Student Residence Center (SRC) budget, which was estimated based upon 108 residents. Mr. Mugleston explained the need for capital expenditures for laundry machines, kitchen floors, furniture, and A/C & heating units. A copy of the budget presentation is filed with these minutes in the President's Office.

Mr. Mugleston indicated that, at its June meeting, the Board of Trustees will be asked to approve the budget.

C. **2016-2017 Proposed S&A Budget**

Ms. Caitlin Goodwill, Student Life Coordinator presented the 2016-17 proposed S&A budget. She presented an overview of the S&A budget process and discussed the 2016-17 proposed budget. A copy of the presentation is filed with these minutes in the President's Office.

Ms. Goodwill indicated that, at its June meeting, the Board of Trustees will be asked to approve the budget.

MINUTES

REGULAR MEETING
YAKIMA VALLEY COMMUNITY COLLEGE
BOARD OF TRUSTEES
May 11, 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 4:30 p.m. Trustee Whitefoot was excused from the remainder of the meeting at 5:11 p.m.

A. Roll Call and Introduction of Guests and New Employees

Board of Trustees Present

Ms. Lisa Parker, Chair
Ms. Rosalinda Mendoza
Mr. Robert Ozuna (by phone)
Ms. Patricia Whitefoot, Vice Chair

Others Present

YVCC Students
YVCC Staff

Dr. Linda J. Kaminski, Secretary

Board of Trustees Absent

Dr. Sara Cate (excused)

Introduction of Guests and New Employees. Human Resource Director Mr. Mark Rogstad introduced Mr. Misael Lopez, Director of Budget Services, Office of the VP – Administrative Services.

Dr. Kaminski introduced Ms. Sabrina Ovesen and Ms. Miranda Challey, YVCC's All Washington Academic Team nominees. Both nominees were recognized at a ceremony held on March 24th, 2016 at South Puget Sound Community College.

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

C. Approval of Minutes. Trustee Whitefoot moved that the minutes of the Special and Regular Meetings of April 9, 2016, be approved as submitted. The motion was seconded by Trustee Mendoza and passed unanimously.

D. Action Items

1. **Adoption of Changes to Board Policy 1.01.** Dr. Teresa Rich stated that an update of Board policy 1.01 Investment Policy was presented at the Study Session held on April 13, 2016, that recommended removal and modification of language to streamline and eliminate redundancy and match current college practice.

MOTION 16-05-01: Trustee Whitefoot moved that the Board of Trustees adopt a motion to approve the changes to Board Policy 1.01 Investment Policy as presented in the Study Session held April 13, 2016 and summarized above. The motion was seconded by Trustee Ozuna. Trustee Mendoza inquired as to when the revision logs would be updated. Dr. Rich indicated the revision logs would all be updated after the Board's motion to approve. No further discussion. The motion passed unanimously.

2. **Adoption of Changes to Board Policy 1.20.** Dr. Teresa Rich stated that an update of Board Policy 1.20 Monetary Donations was presented at the Study Session held on April 13, 2016 that suggested removal the word monetary from the title and incorporate language to match current college practice and add a reference to RCW 28B.50.140 (8).

MOTION 16-05-02: Trustee Mendoza moved that the Board of Trustees adopt a motion to approve the changes to Board Policy 1.20 Monetary Donations as presented in the Study Session held April 13, 2016. The motion was seconded by Trustee Ozuna and passed unanimously.

3. **Adoption of Changes to Board Policy 4.01.** Director Mark Rogstad stated that an update of Board Policy No. 4.01 – Alcoholism and Drug Dependency, was presented at the study session held on April 13, 2016 which recommended changes including an update to the definition of illegal drugs, the inclusion of drug / alcohol treatment as an alternative to disciplinary action and a requirement to report drug convictions.

MOTION 16-05-03: Initially the board took action on this motion with Trustee Whitefoot moving to approve and Trustee Mendoza seconding and it passed unanimously. It was later discovered that the date of the study session was listed incorrectly in the motion as April 14, 2016. Mr. Rogstad read the corrected version. Trustee Mendoza moved that the Board of Trustees adopts a motion to approve revisions to Board Policy No. 4.01 regarding Alcoholism and Drug Dependency, as presented in the study session held April 13, 2016 and summarized above. The motion was seconded by Trustee Whitefoot and passed unanimously.

4. **Adoption of Changes to Board Policy 4.06.** Director Mark Rogstad amended the date of the study session in the recommendation on the action item and stated that an update of Board Policy No. 4.06 – Employee Leave Provisions, was presented at the study session held on April 13, 2016 which recommended changes including the removal of references to specific collective bargaining agreements and inclusion of pertinent statutory authority to grant leave(s). In addition, the proposal provides for cash conversion of sick leave into voluntary employees' beneficiary association (VEBA).

MOTION 16-05-04: Trustee Ozuna moved that the Board of Trustees adopts a motion to approve revisions to Board Policy No. 4.06 regarding Employee Leave Provisions, as presented in the study session held April 13, 2016 and summarized above. The motion was seconded by Trustee Mendoza and passed unanimously.

5. **Adoption of Changes to Board Policy 4.20.** Director Mark Rogstad amended the date of the study session in the recommendation on the action item and stated that an update of Board Policy No. 4.20 – Smoking and Tobacco Use, was presented at the study session held on April 13, 2016 which recommended changes including an update to the definition cigarettes to include e-cigarettes and clarified the definition of college owned or operated property on which smoking and tobacco use is regulated.

MOTION 16-05-05: Trustee Whitefoot moved that the Board of Trustees adopts a motion to approve revisions to Board Policy No. 4.20 regarding Smoking and Tobacco Use, as presented in the study session held April 13, 2016 and summarized above. The motion was seconded by Trustee Ozuna. Trustee Mendoza inquired how faculty and students are made aware of the permitted areas. Mr. Rogstad stated a campus map is available with that information. There was no further discussion, the motion passed unanimously.

6. **Adoption of Changes to Board 4.31.** Director Mark Rogstad amended the date of the study session in the recommendation on the action item and stated that an update of Board Policy No. 4.31 – Drug Free Campus Policy, was presented at the study session held on April 13, 2016 which recommended policy changes concerning requirements for a drug free campus, as required by the Federal Drug Free Campus act, as amended. The proposed policy reflects the legalization of marijuana in Washington State, which requires a separate reference to marijuana as a banned substance. Additionally, the policy revision includes provisions for employees seeking treatment as an alternative to disciplinary action or that employees be required to report pertinent drug convictions. Finally, the policy was updated to include employee options and responsibilities regarding drug & alcohol abuse treatment and reporting.

MOTION 16-05-06: Trustee Ozuna moved that the Board of Trustees adopts a motion to approve revisions to Board Policy No. 4.31 regarding Drug Free Campus Policy, as presented in the study session held April 13, 2016 and summarized above. The motion was seconded by Trustee Mendoza. Trustee Whitefoot requested clarification if this policy was based on an act or policy. Director Rogstad indicated he would get her a copy of the act. There was no further discussion, the motion passed unanimously.

7. **Adoption of Changes to Board 4.32.** Director Mark Rogstad amended the date of the study session in the recommendation on the action item and stated an update of Board Policy No. 4.32 – Sexual Harassment Policy, was presented at the study session held on April 13, 2016 which recommended changes include an update this policy. Included is a revision of the definition of sexual harassment as well as adding other forms of illegal discrimination as part of a uniform definition of discrimination.

MOTION 16-05-07: Trustee Whitefoot moved that the Board of Trustees adopts a motion to approve revisions to Board Policy No. 4.32, regarding Sexual Harassment, as presented in the study session held April 13, 2016 and summarized above. The motion was seconded by Trustee Mendoza and passed unanimously.

8. **Adoption of Changes to Board 4.34.** Director Mark Rogstad amended the date of the study session in the recommendation on the action item and stated an update of Board Policy No. 4.34 – Part-Time Faculty Hiring Policy, was presented at the study session held on April 13, 2016 which recommended the removal of arbitrary part-time faculty hiring ratios and replace it with language recognizing the importance of part-time faculty in promoting student success while effectively leveraging college resources and maintaining access.

MOTION 16-05-08: Trustee Mendoza moved that the Board of Trustees adopts a motion to approve revisions to Board Policy No. 4.34, regarding Part-Time Faculty Hiring, as presented in the study session held April 13, 2016 and summarized above. The motion was seconded by Trustee Ozuna. Trustee Mendoza inquired about the history of ratios. Director Rogstad provided some history on the topic. There was no further discussion, the motion passes unanimously.

9. **Adoption of Changes to Board 4.35.** Director Mark Rogstad amended the date of the study session in the recommendation on the action item and stated a review of Board Policy No. 4.35 – Part-Time Faculty Evaluation Policy, was presented at the study session held on April 13, 2016, which recommended an elimination of the Part-Time Faculty Evaluation Policy. Provisions regarding part-time faculty evaluations are contained in the Faculty Collective Bargaining Agreement.

MOTION 16-05-09: Trustee Ozuna moved that the Board of Trustees adopts a motion to revoke Board Policy No. 4.35, regarding Part-Time Faculty, as presented in the study session held April 13, 2016 and summarized above. The motion was seconded by Trustee Mendoza and passed unanimously.

10. **Adoption of Changes to Board 4.37.** Director Mark Rogstad amended the date of the study session in the recommendation on the action item and stated an update of Board Policy No. 4.37 – Nondiscrimination Policy, was presented at the study session held on April 13, 2016, which recommended changes which include the addition of protected classes for individuals with service animals and prohibit the use of genetic information in employment decisions.

MOTION 16-05-10: Trustee Whitefoot moved that the Board of Trustees adopts a motion to approve revisions to Board Policy No. 4.32 regarding Nondiscrimination, as presented in the study session held April 13, 2016 and summarized above. The motion was seconded by Trustee Mendoza and passed unanimously.

11. **Revert college name back to Yakima Valley College.** President Linda Kaminski stated that in the interest of ensuring that our new applied baccalaureate graduates are marketable regardless of where in the country they choose to work, many of our state community colleges have reverted back to their original names which do not include the word “community.” Out of the 29 community colleges in the state, we are one of eleven colleges that still use the “community” in our name. Historically, our college was Yakima Valley Junior College from 1930 to 1961; Yakima Valley College from 1962 to 1977; and Yakima Valley Community College after 1978. At the direction of the board, a survey regarding the name change was distributed to all faculty, staff and students in April. Of the 284 faculty and staff who participated; 76.8% preferred reverting back to the former name, 14.8% had no preference, and 8.5% preferred the current name. Of the 399 students who participated; 60.5% preferred reverting to the former name, 14.6% had no preference, and 24.9% preferred the current name. Students were at the core of the decision to reconsider the college name as we do not want our title to disadvantage BAS graduates in the job market. Reverting back to our former name will not change our mission or in any way diminish our commitment to serving the needs of our community.

MOTION 16-05-11: Trustee Whitefoot moved that the Board of Trustees adopts a motion to revert the college name back to Yakima Valley College effective June 1st, 2016. The motion was seconded by Trustee Mendoza. Trustee Mendoza indicated that a repeated concern in the survey comments had to do with the cost associated with the name change. Dr. Rich provided the board with information on potential costs associated with a change to the college name. Trustee Ozuna stated he had mixed feelings about the name change however he recognized that it is important to move forward and continue to emphasize that the college is here to support the community. There was no further discussion, the motion passed unanimously.

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

F. Reports

1. Board of Trustees

Chair Lisa Parker indicated that board members and the President would be headed to the ACT Spring Conference tomorrow. A report will be provided at next month's meeting.

2. Students

Jaime Olguin, President of ASYVCC discussed some past events including the blood drive and the 1st annual student veteran's conference. He indicated that tomorrow for the first time seven students would be attending the legislative voices academy. Trustee Parker inquired why YVCC students hadn't participated in the past. Ms. Goodwill indicated that prior to this year no one expressed an interest to attend. Mr. Olguin also discussed the upcoming Spring Fling, Veteran's coin ceremony and a few other events.

Interim President Grandview Student Council – No report

3. Classified Staff

Ms. Cathy VanWinsen, WPEA Representative, stated that this is a transitional period across campus as work has begun on Fall acceptance. Negotiations should start this summer for 2017/19 and should go quickly with no major issues. The Social Welfare Committee, Professional Development Committee will be hosting an employee recognition event on May 19th from 3:00 to 4:00.

4. Professional Staff

Ms. Diana Jennings, AFT-YPS Professional Representative – No report

5. Faculty

Mr. Tom Mount, AFT-Y Yakima President – No report

6. Vice President for Administrative Services

Operating Budget Status Report. Mr. Misael Lopez, Director of Budget Services, presented the YVCC Fiscal Report July 1, 2015 through March 31, 2016. Mr. Lopez indicated that there were no adjustments at this time however we are expecting one more allocation.

7. Vice President for Instruction and Student Services

Mr. Tomás Ybarra provided the Board with an update on the Pathway Advising. This will be the first year with an approved calendar that has dedicated days for advising. The hope is this will stabilize the process. Chair Parker inquired if we were better off now than we were three years ago. Mr. Ybarra indicated we are substantially better, we engage more of our faculty and students.

Technology Services Update. Director Scott Towsley presented a request for funding for upgrades to current technology systems. He explained that the number of devices serviced in 2003 was 900, now technology services over 3200 devices. An action item will be presented next month for funding approval.

8. **President -**

Community Relations Report. Ms. Niki Hopkins, Coordinator of Community Relations, handed out an updated calendar of events and discussed several upcoming events. She highlighted Juan Felipe Herrera's poet laureate events and the May 21st Grape to Glass. A complete list of all upcoming events can be found at;

<http://www.yvcc.edu/about/community-relations/Pages/Home.aspx>

Human Resource Activity Report. Director of Human Resources, Mr. Mark Rogstad updated the Board on the sexual harassment survey and training that closed in April. A few participants experienced some technical difficulty near the end of the training and printing certificates but on the whole the system worked well. Mr. Rogstad also discussed the results of the exempt bargaining unit agreement.

President's Report. 1) Dr. Kaminski provided the Board with the updated FTE Census report & FTE allocation report. 2) She distributed invitations to the Board for the Radiologic Sciences Pinning Ceremony and the Veterans Challenge Coin Ceremony. 3) Dr. Kaminski passed around a notice of a \$1,000 donation for the DREAM Student Scholarships.

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 Thursday June 16, 2016 at the M.L. King Jr. Room, Hopf Union Building, Yakima Campus

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

J. **Action Items.** N/A

K. **Adjournment.** The meeting adjourned at 6:15 p.m.

LISA PARKER

LINDA KAMINSKI

Lisa Parker, Chair

Attest: Linda J. Kaminski, Secretary



BOARD OF TRUSTEES MEETING

May 11, 2016

ACTION ITEM

- Regular Meeting
- Special Meeting

Requested by: Teresa Rich
 Presented by: Teresa Rich
 Motion No.: 16-05-01
 Citation(s): *RCW 28B.50.140*
Board of Trustees Powers and Duties

SUBJECT:

Adoption of Changes to Board Policy 1.01 Investment Policy

BRIEF:

An update of Board Policy 1.01 Investment Policy was presented at the Study Session held on April 13, 2016, that recommended removal and modification of language to streamline and eliminate redundancy and match current college practice.

RECOMMENDATION:

The Board of Trustees adopt a motion to approve the changes to Board Policy 1.01 Investment Policy as presented in the Study Session held April 13, 2016 and summarized above.

MOTION: _____

SECOND: _____

VOTE: Ayes _____
 Nays _____
 Abstentions _____
 Carried _____
 Defeated _____

1.01 INVESTMENT POLICY

Approved by the Board of Trustees on 5/11/16, Motion No. 16-05-01

Supersedes Motion No. 08-03-07

It is the policy of Yakima Valley Community College to invest public funds in a manner which will provide maximum security with the highest investment return while meeting the daily cash flow demands of the college and conforming to all state and local statutes governing the investment of public funds.

Scope

This investment policy applies to all financial assets of the college.

Prudence

Investments shall be made using prudent judgment and care and shall not be made for speculation. Investments shall be evaluated for probable safety of their capital as well as the probable income derived. Investment officials shall use the standard of the "prudent person" as defined in [RCW 43.250.040](#).

Investment officers acting in accordance with written procedures and the investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

Delegation of Authority

Authority to manage the college's investment program is derived from the Yakima Valley Community College Board of Trustees' resolution delegating authority to the president who hereby has delegated that authority to the vice president for administrative services.

Eligible Investments

Eligible investments are those investments that have been deemed eligible for public fund investment by statute including [RCW 39.59.020](#); [RCW 35.39.030](#); [RCW 43.84.080](#); [RCW 43.250.040](#); [RCW 35.39.030](#).

Ethic and Conflicts of Interest

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution of the investment program, or which could impair their ability to make impartial decisions.

Internal Controls

The vice president for administrative services shall establish a system of controls to protect against loss of public funds arising from negligence, theft, or misuse.

Investment Policy Adoption

The college's investment policy shall be adopted by the Board of Trustees. Any modifications must be approved by the Board of Trustees.

Revision Log

Date	By	Notes

Policy Contact: Vice President for Administrative Services



BOARD OF TRUSTEES MEETING

May 11, 2016

ACTION ITEM

- Regular Meeting
- Special Meeting

Requested by: Teresa Rich
 Presented by: Teresa Rich
 Motion No.: 16-05-02
 Citation(s): *RCW 28B.50.140*
Board of Trustees Powers and Duties

SUBJECT:

Adoption of Changes to Board Policy 1.20 Monetary Donations

BRIEF:

An update of Board Policy 1.20 Monetary Donations was presented at the Study Session held on April 13, 2016 that suggested removal the word monetary from the title and incorporate language to match current college practice and add a reference to RCW 28B.50.140 (8).

RECOMMENDATION:

The Board of Trustees adopt a motion to approve the changes to Board Policy 1.20 Monetary Donations as presented in the Study Session held April 13, 2016.

MOTION: _____

SECOND: _____

VOTE: Ayes _____
 Nays _____
 Abstentions _____
 Carried _____
 Defeated _____

1.20 DONATIONS

Approved by the Board of Trustees on 5/11/16, Motion No. 16-05-02

Supersedes Motion No. 01-04-01

Pursuant to [RCW 28B.50.140 \(8\)](#), the board may receive such gifts, grants, conveyances, devises and bequests.

Individuals wishing to make a donation to the college may do so at any time by notification to the college. When this occurs, the college will be responsible for recording all particulars of the contribution including the source, amount, purpose, and/or any restrictions.

Revision Log

Date	By	Notes

Policy Contact: Vice President for Administrative Services

BOARD OF TRUSTEES MEETING

May 11, 2016

ACTION ITEM

- Regular Meeting
- Special Meeting

Requested by: Mark Rogstad
Presented by: Mark Rogstad
Motion No.: 16-05-03
Citation(s): Federal Drug Free
Schools and
Communities Act

SUBJECT:

-- Revisions to Policy No. 4.01 - Alcoholism and Drug Dependency Policy

BRIEF:

-- An update of Board Policy No. 4.01 – Alcoholism and Drug Dependency, was presented at the study session held on April 13, 2016 which recommended changes including an update to the definition of illegal drugs, the inclusion of drug / alcohol treatment as an alternative to disciplinary action and a requirement to report drug convictions.

RECOMMENDATION:

That the Board of Trustees adopts a motion to approve revisions to Board Policy No. 4.01 regarding Alcoholism and Drug Dependency, as presented in the study session held April 13, 2016 and summarized above.

MOTION: _____

SECOND: _____

VOTE: Ayes _____
Nays _____
Abstentions _____
Carried _____
Defeated _____

4.01 ALCOHOLISM AND DRUG DEPENDENCY

Approved by the Board of Trustees on 4/12/01, Motion No. 01-04-01

Supersedes Motion No. 91-09-02

[Click here to refer to related administrative procedures.](#)

Yakima Valley Community College assists employees who develop job performance problems as a consequence of alcoholism or drug dependency.

Yakima Valley Community College prohibits the unlawful possession and/or use of alcoholic beverages, marijuana, and illegal drugs. Employees taking physician prescribed or over-the-counter medications must notify their supervisor and/or human resources if there is a likelihood that such medication (or its absence) could affect job safety or performance.

Employees whose job performance or work-related behavior is adversely affected by alcoholism or drug dependency will be expected to seek assessment and assistance as an alternative to formal disciplinary action. Employees are required to immediately report any conviction under state or federal criminal drug statute for violations occurring in or on the properties owned by Yakima Valley Community College, while in travel status for the college or while conducting college business.

Revision Log

Date	By	Notes
	Mark Rogstad	Specifically included marijuana, treatment as alternative to discipline and requirement to report drug convictions.

Policy Contact: Director of Human Resource Services



BOARD OF TRUSTEES MEETING

May 11, 2016

ACTION ITEM

- Regular Meeting
- Special Meeting

Requested by: Mark Rogstad
 Presented by: Mark Rogstad
 Motion No.: 16-05-04
 Citation(s): RCW 28B.50,
 RCW 41.56, 41.80

SUBJECT:

-- Revisions to Policy No. 4.06 – Employee Leave Provisions

BRIEF:

-- An update of Board Policy No. 4.06 – Employee Leave Provisions, was presented at the study session held on April 13, 2016 which recommended changes including the removal of references to specific collective bargaining agreements and inclusion of pertinent statutory authority to grant leave(s). In addition, the proposal provides for cash conversion of sick leave into voluntary employees’ beneficiary association (VEBA).

RECOMMENDATION:

That the Board of Trustees adopts a motion to approve revisions to Board Policy No. 4.06 regarding Employee Leave Provisions, as presented in the study session held April 13, 2016 and summarized above.

MOTION: _____

SECOND: _____

VOTE: Ayes _____
 Nays _____
 Abstentions _____
 Carried _____
 Defeated _____

4.06 EMPLOYEE LEAVE

Approved by the Board of Trustees on 4/12/01, Motion No. 01-04-01

Supersedes Motion No. 91-09-02

RCW 28B.50.551 provides that the Board of Trustees adopt written policies on granting leaves to employees of the district, including but not limited to leaves for attendance at official or private institutions and conferences; professional leaves for personnel consistent with the provisions of RCW 28B.10.650; leaves for illness, injury, bereavement, and emergencies, consistent with RCW 28B.50.4893.

RCW 41.80 and RCW 41.56 provide that the Board of Trustees may enter into collective bargaining agreements which include provisions for leaves to employees, including but not limited to leaves for attendance at official or private institutions and conferences; professional leaves for personnel consistent with the provisions of RCW 28B.10.650; leaves for illness, injury, bereavement, and emergencies, consistent with RCW 28B.50.4893.

Accordingly, the Board of Trustees adopts and incorporates the leave provisions contained in applicable collectively bargained agreements approved by the Board of Trustees. Any employee working under the provisions of the Administrative & Exempt Employees Code (Code) shall similarly receive leave as provided in the Code. Hourly, Temporary, Student and other employees who are compensated for less than half time shall not be eligible for leave.

Leave for illness, injury, bereavement and emergencies accumulated and/or eligible for leave without pay pursuant to law, rule, regulation or policy shall be added to such leave accumulated under this section. Except as otherwise provided in this section or other law, accumulated leave under this section not taken at the time such person retires or ceases to be employed by college districts or community and technical colleges shall not be compensable.

Accumulated leave for illness, injury, bereavement and emergencies shall be transferred from one college district to another or between a college district and the following: Any state agency, any educational service district, any school district, or any other institution of higher education as defined in RCW 28B.10.016.

Leave accumulated by a person prior to leaving the college may be granted to such person when he or she returns to the employment within two (2) years from the date of previous separation.

The Board of Trustees also authorizes employees to receive cash remuneration for accrued and unused sick leave at death or retirement at a rate of twenty-five (25%) of the full rate of such accrued leave in accordance with RCW 28B.50.553; or to alternately participate in a Voluntary Employee Beneficiary Association (VEBA) Trust as provided by state statute and Internal Revenue Code section 501(c)(9).

Revision Log

Date	By	Notes
	Mark Rogstad	Remove references to specific collective bargaining agreements and substitute statutory authority to grant leave(s). Added cash conversion of sick leave into VEBA.

Policy Contact: Director of Human Resource Services

BOARD OF TRUSTEES MEETING

May 11, 2016

ACTION ITEM

- Regular Meeting
- Special Meeting

Requested by: Mark Rogstad
Presented by: Mark Rogstad
Motion No.: 16-05-05
Citation(s):

SUBJECT:

-- Revisions to Policy No. 4.20 - Smoking and Tobacco Use Policy

BRIEF:

-- An update of Board Policy No. 4.20 – Smoking and Tobacco Use, was presented at the study session held on April 13, 2016 which recommended changes including an update to the definition cigarettes to include e-cigarettes and clarified the definition of college owned or operated property on which smoking and tobacco use is regulated.

RECOMMENDATION:

That the Board of Trustees adopts a motion to approve revisions to Board Policy No. 4.20 regarding Smoking and Tobacco Use, as presented in the study session held April 13, 2016 and summarized above.

MOTION: _____

SECOND: _____

VOTE: Ayes _____
Nays _____
Abstentions _____
Carried _____
Defeated _____

4.20 SMOKING AND TOBACCO USE

Approved by the Board of Trustees on February 3, 2011 Motion No. 11-01-01

Supersedes Motion No. 01-04-01 and 91-09-02

[Click here to refer to related administrative procedures.](#)

In accordance with state laws and regulations, tobacco products in any form shall not be permitted except in designated areas.

Because there is increasing evidence that use of smoking devices and/or tobacco products creates a danger to public health, and in order to protect the public health, safety, and welfare, the declared purpose of this regulation is to prohibit smoking and the use of tobacco products in or on the properties owned or operated by Yakima Valley College.

“Smoking” as used in this policy shall include any cigarette, electronic cigarette or similar product.

“Tobacco” as used in this policy shall include products such as chewing tobacco or the smoking or carrying of any kind of lighted pipe, cigar, or cigarette.

Revision Log

Date	By	Notes
1/4/11	N. Hopkins Mark Rogstad	Change policy title to Tobacco Use from Smoking Policy. Added language to include all tobacco products. Included smoking devices to include e-cigarette and removed public place as any property owned or operated by the college.

Policy Contact: Director of Human Resource Services

BOARD OF TRUSTEES MEETING

May 11, 2016

ACTION ITEM

- Regular Meeting
- Special Meeting

Requested by: Mark Rogstad
Presented by: Mark Rogstad
Motion No.: 16-05-06
Citation(s): Federal Drug Free
Schools and
Communities Act

SUBJECT:

-- Revisions to Policy No. 4.31 – Drug Free Campus Policy

BRIEF:

-- An update of Board Policy No. 4.31 – Drug Free Campus Policy, was presented at the study session held on April 13, 2016 which recommended policy changes concerning requirements for a drug free campus, as required by the Federal Drug Free Campus act, as amended. The proposed policy reflects the legalization of marijuana in Washington State, which requires a separate reference to marijuana as a banned substance.

Additionally, the policy revision includes provisions for employees seeking treatment as an alternative to disciplinary action or that employees be required to report pertinent drug convictions. Finally, the policy was updated to include employee options and responsibilities regarding drug & alcohol abuse treatment and reporting.

RECOMMENDATION:

That the Board of Trustees adopts a motion to approve revisions to Board Policy No. 4.31 regarding Drug Free Campus Policy, as presented in the study session held April 13, 2016 and summarized above.

MOTION: _____

SECOND: _____

VOTE: Ayes _____
Nays _____
Abstentions _____
Carried _____
Defeated _____

4.31 DRUG-FREE CAMPUS

Approved by the Board of Trustees on May 9, 2013, Motion No. 13-05-01

Supersedes Motion No. 01-04-01

[Click here to refer to related administrative procedures.](#)

The Board of Trustees hereby directs that an ongoing program of education, assistance, and training be conducted to prevent the use of illegal drugs, marijuana and/or the abuse of prescription drugs or alcohol by students and employees of the college.

Yakima Valley Community College complies with Public Law 100-690, and the Drug Free Schools and Communities Act Amendments of 1989 (Public Law 101 226) by providing information and following policies for the purpose of preventing and addressing alcohol and drug abuse.

Yakima Valley Community College prohibits the possession or use of alcohol, marijuana and illegal drugs, on campus and in all off-campus locations where classes, seminars, workshops, meetings, and college-related activities are offered.

Revision Log

Date	By	Notes
3/27/13	Mark Rogstad, Director of Human Resources	This change is made as a result of the passage of Washington state I-502 which legalized small amounts of marijuana under state law. This change differentiates the college's obligations under state versus federal law.

Policy Contact: Director of Human Resource Services

BOARD OF TRUSTEES MEETING

May 11, 2016

ACTION ITEM

- Regular Meeting
- Special Meeting

Requested by: Mark Rogstad
Presented by: Mark Rogstad
Motion No.: 16-05-07
Citation(s): Title IX &
RCW 49.60

SUBJECT:

-- Revisions to Policy No. 4.32 - Sexual Harassment Policy

BRIEF:

-- An update of Board Policy No. 4.32 – Sexual Harassment Policy, was presented at the study session held on April 13, 2016 which recommended changes include an update this policy. Included is a revision of the definition of sexual harassment as well as adding other forms of illegal discrimination as part of a uniform definition of discrimination.

RECOMMENDATION:

That the Board of Trustees adopts a motion to approve revisions to Board Policy No. 4.32, regarding Sexual Harassment, as presented in the study session held April 13, 2016 and summarized above.

MOTION: _____

SECOND: _____

VOTE: Ayes _____
Nays _____
Abstentions _____
Carried _____
Defeated _____

4.32 SEXUAL HARASSMENT

Updated by the Board of Trustees on October 12, 2006, Motion No. 06-02-02

Yakima Valley College recognizes its responsibility to provide an educational environment free of sexual harassment and/or sexual assault. Any sexual harassment and/or sexual assault should be promptly reported to the College's Title IX Coordinator.

The college further prohibits illegal discrimination on any other basis, including race, color, national origin, age, disability, sex, sexual orientation, marital status, creed, religion, honorably discharged veteran or military status, the presence of any sensory, mental, or physical disability, parental status or on the basis of families with children, the use of a trained dog guide or service animal by a person with a disability, genetic information, or any other prohibited basis or status as a veteran of war as required by Title IX of the Educational Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, Title VII of the Civil Rights Act of 1964, the Age Discrimination Act of 1975, RCW 49.60.30 and their implementing regulations.

This policy also prohibits retaliation as a result of an individual filing a report of discrimination or harassment or participating in an investigation of a claim of discrimination or harassment.

Revision Log

Date	By	Notes
	Mark Rogstad	Replaced definition of sexual harassment with broad prohibition of sexual harassment, and/or any other form of illegal discrimination

Policy Contact: Director of Human Resource Services

BOARD OF TRUSTEES MEETING

May 11, 2016

ACTION ITEM

- Regular Meeting
- Special Meeting

Requested by: Mark Rogstad
Presented by: Mark Rogstad
Motion No.: 16-05-08
Citation(s):

SUBJECT:

-- Revisions to Policy No. 4.34 - Part-Time Faculty Hiring Policy

BRIEF:

-- An update of Board Policy No. 4.34 – Part-Time Faculty Hiring Policy, was presented at the study session held on April 13, 2016 which recommended the removal of arbitrary part-time faculty hiring ratios and replace it with language recognizing the importance of part-time faculty in promoting student success while effectively leveraging college resources and maintaining access.

RECOMMENDATION:

That the Board of Trustees adopts a motion to approve revisions to Board Policy No. 4.34, regarding Part-Time Faculty Hiring, as presented in the study session held April 13, 2016 and summarized above.

MOTION: _____

SECOND: _____

VOTE: Ayes _____
Nays _____
Abstentions _____
Carried _____
Defeated _____

4.34 PART-TIME FACULTY HIRING

Approved by the Board of Trustees on 4/12/01, Motion 01-04-01

Supersedes Motion Nos. 98-04-01 and 97-05-04C

Yakima Valley Community College is dedicated to promoting student success by creating access for a diverse population.

In order to provide access, decisions regarding the use of adjunct faculty will be based upon ensuring quality, providing expertise in specialized areas, maximizing community resources, building partnerships with professionals in the community, and accommodating student needs.

Yakima Valley Community College is committed to maintaining a college-wide mix of full-time and adjunct faculty that promotes student success while effectively leveraging college resources and maintaining access.

Revision Log

Date	By	Notes

Policy Contact: Director of Human Resource Services

BOARD OF TRUSTEES MEETING

May 11, 2016

ACTION ITEM

- Regular Meeting
- Special Meeting

Requested by: Mark Rogstad
Presented by: Mark Rogstad
Motion No.: 16-05-09
Citation(s): AFT-Y Agreement

SUBJECT:

-- Revisions to Policy No. 4.35 - Part-Time Faculty Evaluation Policy

BRIEF:

-- A review of Board Policy No. 4.35 – Part-Time Faculty Evaluation Policy, was presented at the study session held on April 13, 2016, which recommended an elimination of the Part-Time Faculty Evaluation Policy. Provisions regarding part-time faculty evaluations are contained in the Faculty Collective Bargaining Agreement.

RECOMMENDATION:

That the Board of Trustees adopts a motion to revoke Board Policy No. 4.35, regarding Part-Time Faculty, as presented in the study session held April 13, 2016 and summarized above.

MOTION: _____

SECOND: _____

VOTE: Ayes _____
Nays _____
Abstentions _____
Carried _____
Defeated _____

4.35 PART-TIME FACULTY EVALUATION

DELETE POLICY

Revision Log

Date	By	Notes

Policy Contact: Vice President for Instruction and Student Services

BOARD OF TRUSTEES MEETING

May 11, 2016

ACTION ITEM

- Regular Meeting
- Special Meeting

Requested by: Mark Rogstad
Presented by: Mark Rogstad
Motion No.: 16-05-10
Citation(s): Title IX &
RCW 49.60

SUBJECT:

-- Revisions to Policy No. 4.37 - Nondiscrimination Policy

BRIEF:

-- An update of Board Policy No. 4.37 – Nondiscrimination Policy, was presented at the study session held on April 13, 2016, which recommended changes which include the addition of protected classes for individuals with service animals and prohibit the use of genetic information in employment decisions.

RECOMMENDATION:

That the Board of Trustees adopts a motion to approve revisions to Board Policy No. 4.32 regarding Nondiscrimination, as presented in the study session held April 13, 2016 and summarized above.

MOTION: _____

SECOND: _____

VOTE: Ayes _____
Nays _____
Abstentions _____
Carried _____
Defeated _____

4.37 NONDISCRIMINATION STATEMENTS

Approved by the Board of Trustees on 9/12/13, Motion No. 13-09-01

Supersedes Motion No. 11-09-05, 09-09-01 and 07-10-02

Board Policy

Yakima Valley Community College complies with all state and federal laws regarding non-discrimination. The Board of Trustees directs the College administration to periodically review, update and disseminate non-discrimination statements which comply with all state and federal laws.

Annual Notice

Yakima Valley Community College is an Equal Opportunity Employer and operates under an Affirmative Action Plan in accordance with applicable federal and state laws and regulations.

It is the policy of Yakima Valley Community College to provide a working and learning environment free from discrimination, harassment and retaliation. This policy prohibits conduct that discriminates against individuals based on their race, color, creed, religion, national origin, sex, sexual orientation and/or gender identity, age, marital status, the presence of any sensory, mental or physical disability, the use of a trained dog guide or service animal by a person with a disability, honorably discharged veteran or military status, genetic information, or any other prohibited basis.

This policy also prohibits retaliation as a result of an individual filing a report of discrimination or harassment or participating in an investigation of a claim of discrimination or harassment.

This policy applies to all programs and facilities, including, but not limited to, admissions, educational programs and employment. Yakima Valley Community College complies with all Washington State anti-discrimination laws (RCW 49.60) and the following federal laws relating to equal opportunity: Title VI and VII of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, and the Americans with Disabilities Act (ADA) of 1990.

Yakima Valley Community College is committed to providing access, equal opportunity and reasonable accommodation in its services, program, activities, education, and employment for individuals with disabilities. The College will take steps to ensure that the lack of English language skills will not be a barrier to admission and participation in vocational education programs.

Coordination of the compliance efforts of Yakima Valley Community College with respect to equal opportunity and disability accommodation regulations is under the direction of the Director of Human Resources, Yakima Valley Community College, 1015 South 16th Avenue, Yakima, Washington, 98902; telephone 509.574.4670.

Continuous Notice

Yakima Valley Community College does not discriminate against any person on the basis of race, color, national origin, disability, sex, genetic information, or age in admission, treatment, or participation in its programs, services and activities, or in employment. All inquiries regarding compliance should be directed to the Director of Human Resource Services, YVCC, South 16th Ave. & Nob Hill Blvd., Yakima, WA 98902; or call 509.574.4670.

Revision Log

Date	By	Notes
9/10/09	M. Rogstad	Added the phrase "or the right of a mother to breastfeed her child" at the end of the first paragraph.
10/11/07	M. Rogstad	Replaced Board Policy 4.28 Accommodation for Disabled Employees, Administrative Procedure 4.28 Accommodation for Disabled Employees Administrative Procedure 4.33 Equal Employment Opportunity/Affirmative Action.
9/8/11	M. Rogstad	Modified to include a prohibition against discrimination based on genetic information. Also added a prohibition against secondary discrimination based on retaliation.
12/5/13	M. Rogstad	The Board authorized the college to change the Policy to remain in compliance with applicable law.
	M. Rogstad	Update to include references to service animal or genetic information.

Policy Contact: Director of Human Resource Services

BOARD OF TRUSTEES MEETING

May 11, 2016

ACTION ITEM

- Regular Meeting
- Special Meeting

Requested by: Linda Kaminski
Presented by: Linda Kaminski
Motion No.: 16-05-11
Citation(s): Board Policy 1.35

SUBJECT:

Revert college name back to Yakima Valley College

BRIEF:

In the interest of ensuring that our new applied baccalaureate graduates are marketable regardless of where in the country they choose to work, many of our state community colleges have reverted back to their original names which do not include the word “community.” Out of the 29 community colleges in the state, we are one of eleven colleges that still use the “community” in our name. Historically, our college was Yakima Valley Junior College from 1930 to 1961; Yakima Valley College from 1962 to 1977; and Yakima Valley Community College after 1978. At the direction of the board, a survey regarding the name change was distributed to all faculty, staff and students in April. Of the 284 faculty and staff who participated; 76.8% preferred reverting back to the former name, 14.8% had no preference, and 8.5% preferred the current name. Of the 399 students who participated; 60.5% preferred reverting to the former name, 14.6% had no preference, and 24.9% preferred the current name.

Students were at the core of the decision to reconsider the college name as we do not want our title to disadvantage BAS graduates in the job market. Reverting back to our former name will not change our mission or in any way diminish our commitment to serving the needs of our community.

RECOMMENDATION:

That the Board of Trustees adopts a motion to revert the college name back to Yakima Valley College effective June 1st, 2016.

MOTION: _____

SECOND: _____

VOTE: Ayes _____
Nays _____
Abstentions _____
Carried _____
Defeated _____

5.6.2016

Information Compiled by: T. Rich, N. Hopkins, A. Rodriguez

Potential Cost to Change College Name

Costs:

1. Painting the gym – YAKS (\$3,500)
2. Change bleachers in the gym – YAKS (\$200)
3. New scoreboard signs – replaced by Pepsi
4. Wood Seals (\$3,200)

Potential Costs:

1. Department of Transportation signage – Yakima, Grandview, Ellensburg, Toppenish, Sunnyside (\$5,000)

Costs absorbed into department budgets:

Items will transition out as replacement is needed. No additional budget impact.

1. Outreach materials
table cloths, pull up banners, pens, t-shirts, etc.
2. Print materials
Brochures, business cards, letterhead, name tags, etc.
3. Athletics
Uniforms, gear, etc.
4. Bookstore merchandise
5. Updating name on department materials – online and merchandise > staff time
6. Domain name change

Items already budgeted/planned for:

1. Campus signage – new landmark signs are part of the project
 - a. Yakima – North Campus Commons Project
 - b. Grandview – Entrance Project
2. Student ID/ITC Cards
3. Transcript
4. Diplomas

ASYVCC Board of Trustees Report
May 11, 2016 4:30pm MLK Room

Past events:

March 19-23: Alliance of Hispanic Serving Institution Educators (AHSIE)

During March 19-23 Jose Zuniga, and Taylor Tahkeal traveled to AHSIE, these students came back from this trip with a wealth of knowledge and experiences to share with other students. While at the conference, the students learned ways to improve the graduation rates within the STEM fields, and were able to interact with educators and students from other institutions.

March 29 & May 9: Cesar Chavez Blood Drive I & II

We had two blood drives this year to honor Cesar Chavez. During the first blood drive we met our goal of at least 17 units. During the second blood drive we received another 15 units of blood.

April 15-16: 1st Annual Student Veterans Regional Conference

On the 15th and 16th of April Jaime Olguin, Otto Cruz, and Rich Schillinger attended the first annual student veterans regional conference at WSU. Topics such as Building a stronger community at your school, and how to combat veteran suicides in local communities were addressed. The students and advisor brought back information to share with others, and are working on creating a stronger Veterans community on campus; working to integrate a Veterans Recreation Center so Veterans can have a location to interact and discuss any stories or troubles they may have.

May 1: May Day March

This march, to honor Cesar Chavez, started at 4:30am in Granger, stopping in Toppenish to experience Native American Dancing, then continued on to Wapato and continuing from there. The march was to celebrate the 30th year anniversary of the same march Cesar Chavez participated in.

oming events:

May 12-14: Legislative Voice Academy

The Legislative Voice Academy is for students from community and technical colleges all over the state to interact, and share ideas for the next year. There will be a few students attending from this year's student government to continue to push this year's ideas forward, and into the next year.

May 24: Veterans Challenge Coin Ceremony

May 25: Spring Fling 2016

This is an event we have each year towards the end of May. This year the event will be from 9am-1pm in the Courtyard. We will have inflatables, as well as a caricature, and a "Yak ride". There will also be clubs present to recruit members, and promote their clubs. Hot dogs and Hamburgers will be provided to YVCC students.

June 1: Awards Banquet

This ceremony is an annual event to honor the students, faculty, staff, clubs and programs who were outstanding in their field, and to swear in the next year's student government. During this ceremony instructor of the year, advisor of the year, student of the year, distinguish service (classified and exempt) of the year, program of the year, and club of the year as well as a few other highlights of the college.

ASYVCC Student Life Mission Statement

To provide a broad-based program dedicated to enhancing students' cultural, intellectual, social, recreational, wellness, community service, and leadership skills.

YVCC FISCAL REPORT

July 1, 2015 through March 31, 2016

Core Themes: Community, Access & Success

2015-16 Board Approved Budget **\$29,955,831**
Adjustments already reported 297,725

Adjustments to Operations

Total Adjustments This Quarter 0

Revised Budget **\$30,253,556**

Expenditures through March 31, 2016

Program	Budget	Expenditures	Available Balance	% of Budget Remaining
Instruction	\$15,296,843	\$9,880,732	\$5,416,111	35%
Primary Support	1,321,916	982,367	339,549	26%
Library	718,205	521,438	196,767	27%
Student Services	3,054,599	2,144,811	909,788	30%
Institutional Support	5,321,673	3,839,022	2,482,651	47%
Plant Operations	4,540,320	3,063,057	1,477,263	33%
Total	\$30,253,556	\$20,431,427	\$10,822,129	36%
2014-15	\$27,003,464	\$18,085,840	\$8,917,624	33%
2013-14	\$26,020,863	\$17,800,266	\$8,018,983	31%
2012-13	\$24,419,728	\$16,400,728	\$8,018,983	33%
2011-12	\$24,590,737	\$16,421,364	\$8,169,373	33%

Expense Source: GA3235 March Close

M Lopez 5/3/16

April 22, 2016, Purchase Request

Reference Letter: Technology Services 2016 April Server, SAN Request

Server services are at 89% capacity and we will run out of resources soon. We need to upgrade/expand storage capabilities. Our Virtual Desk Top environment has also reached capacity and we need to expand the servers and storage capabilities as soon as possible. During this process we will be finishing our server redundancy and replication environment, but first we have to finish expanding virtual desktop platform. Virtualization for faculty and staff will be a project considered in 2017, if we want to take advantage of virtual desktop model for some Faculty and staff.

Immediate Growth Needs

Expand Server Storage:

- Servers & Storage (\$95,482)
- Platform Software & Maintenance (\$86,642)
- Redundant Switching (\$26,282)
- Professional Services (\$32,460)

Expand Student Virtual Desktop Environment:

- Servers & Storage (\$213,072)
- Platform Software & Maintenance (\$104,547)
- 400 Thin Clients (\$230,383)
- Professional Services (\$32,460)

Total amount requested to complete the project:

Expand Server & Storage	\$240,866
Expand Virtual Desktops (VDI)	<u>\$580,462</u>
Total	\$821,328

2007 Purchases

New Email system \$65,000 Retired out of service

Added a new Server Infrastructure	\$192,000	Retired out of service
<u>2008 Purchases</u>		
HP Servers expansion	\$21,000	Retired out of service
Barracuda Firewall Upgrade	\$15,000	Retired out of service
<u>2010 Purchases</u>		
ITV First Floor Deccio	\$630,000	Operational 7yrs old
Virtual Desk Top Environment HP's	\$720,000	Failed in 2014, repurposed
<u>2011 Purchases</u>		
ITV Second Floor Deccio & GV	\$700,000	Operational 6yrs old
Virtual Desktop Servers & Thin Clients	\$420,000	Failed in 2014, repurposed
<u>2012 Purchases</u>		
Switching to Hyper-V test environment	\$151,000	Operational 4yrs old
<u>2013 Purchases</u>		
High Definition Classroom Projectors	\$342,000	Operational
Teaching Stations all Classroom CPU's	\$164,000	Operational
Servers & Storage Expansion	\$400,000	Operational
Document Cameras for Classrooms	\$200,000	Operational
<u>2014 Purchases</u>		
Virtual Desk Top New Environment	\$270,000	Operational
<u>2015 Purchases</u>		
Aruba Wireless System	\$180,000	Operational
Limited Energy Network	\$120,000	Not yet Operational
Virtual Desk Top Expansion	\$274,000	Operational

To date these projects which keep us at the leading edge of technology have cost us \$4.8million dollars.

- Wireless
- Virtual DeskTops
- Virtual Servers
- Teaching Station Upgrades
- Server Infrastructure
- ITV
- Switching Network
- Firewalls
- Battery Backup Systems
- Limited Energy Network

Our current model has over \$10 million dollars in assets, a life cycle of ten years is long and all equipment should be replaced at a minimum of ten years. We have deployed best practices to keep us at 50% of cost.



Events Calendar

May 11, 2016-June 16, 2016

Prepared for the Board of Trustees

Larson Gallery

Department of Visual Arts Exhibition

May 3-27, 2016

YVCC students and faculty of the Department of Visual Arts (DoVA) present their work from the current academic year. Photography, painting, drawing, printmaking, and ceramics. An opening reception will be held May 3, 2016 from 5:00-7:00pm. For more information: 509.574.4875 or www.larsongallery.org.

Tour of Artists' Home and Studios

May 21, 2016 • 10:00am-4:00pm

Enjoy the day touring local artists' homes and studios. This annual self-guided tour allows the community to see the work of outstanding artists and collectors in our valley. For more information: 509.574.4875 or www.larsongallery.org.

Athletics

Women's Softball

May 13, 2016

Double-header against Blue Mountain. Games begin at 2:00pm and 4:00pm.

Men's Baseball Game

May 14, 2016

Double-header against Walla Walla. Games begin at 1:00pm and 4:00pm.

A complete schedule is available at: www.goyaks.com

Other Items of Interest

Grape to Glass Gala

May 21, 2016 • 6:00-9:30pm

Join us for an evening of fun, food, and wine! YVCC will host the 9th annual *Grape to Glass Gala-A Winemaker's Dinner*. The event will benefit student scholarships and will be held at the Grandview Activity Center, 401 West Second Street, Grandview, WA. The event will include a dinner, wine tasting, a silent auction, live music and dancing. Tickets for the *Grape to Glass Gala* are \$65 per person if purchased in advance by May 13, 2016. Tickets purchased between May 14-May 20, 2016 are \$75 per person. Tickets are on sale now. Contact 509.882.7037 /wine@yvcc.edu or buy online: www.yakimavalleyvintners.com.

Entrepreneurship Adventure: Award Ceremony

May 25, 2016 • 2:15pm • Glenn Anthon Hall Room 219

Certificates of completion will be awarded for students participating in the Entrepreneurship Adventure. For more information: beubanks@yvcc.edu.

Chicago

June 2-5, 2016

YVCC Playmasters presents the musical, *Chicago* on June 2-4, 2016 at 8:00pm and June 4-5, 2016 at 2:00pm in Kendall Hall Auditorium. Ticket prices are \$20.00 for the general public, and \$15.00 for YVCC employees, area students, children ages 12 and under, and seniors. Tickets can be purchased in advance at the YVCC Bookstore or at the theatre box office one hour prior to each performance. For more information contact Alicia Bickley at abickley@yvcc.edu / 509.574.4837.

Commencement

June 9, 2016 • 7:00pm • Parker Faller Field

YVCC celebrates our 87th Commencement Ceremony. Join us to honor the class of 2016. Reception to follow. For more information: www.yvcc.edu/commencement.

YVCC hosts US Poet Laureate Juan Felipe Herrera

Poet Laureate Reception

May 16, 2016 • 5:00pm • 4th Street Theatre

Join us for a reception to welcome Juan Felipe Herrera. The evening will include hors d'oeuvres and poetry readings by community members beginning at 5:00pm. Tickets are \$25 per person and must be purchased in advance at the YVCC Bookstore. Seating is limited. Tickets will be sold until May 11, 2016.

Poetry Performance

May 16, 2016 • 7:00pm • The Capitol Theatre

Celebrate the work of Juan Felipe Herrera at his poetry performance. The main event will be held at the historic Capitol Theatre. Admission is free. Doors open at 6:30pm, performance will begin at 7:00pm. Tickets are required for entry and must be picked up in advanced at the YVCC Bookstore. Seating is limited.

The YVCC Bookstore is open Monday-Friday from 7:30am to 5:00pm. For additional information on events and tickets visit www.yvcc.edu/Herrera or contact diversityseries@yvcc.edu / 509.834.4567.

...

Please reference the ASYVCC and GSC student reports for additional student activities. Additional information can be found on YVCC's college calendar at <http://www.yvcc.edu/calendar>



**SUMMARY OF CHANGES
to the
COLLECTIVE
BARGAINING AGREEMENT
By and Between
YVCC AND AFT-YPS**

This is a summary of the successor Agreement for exempt professional employees. The college was notified this Agreement was ratified by the AFT-YPS on May 9, 2016, and will be presented to the Board at their next regular meeting on June 16, 2016.

This tentatively agreed upon contract is being recommended for adoption.

**This Agreement will be for the term of:
July 1, 2015 to June 30, 2017**

Summary of Exempt Employee Collectively Bargained Agreement Changes

<u>Topic Area / Section(s):</u>	<u>Change</u>
Agency Shop / Mandatory Dues (Article 2)	<u>No Change</u> – The Union proposed an agency shop / mandatory membership clause, but dropped their demand at the last negotiations meeting.
Holidays (Article 9)	<u>Holiday Naming</u> – No holidays were added or deleted, but the name of the “Day after Thanksgiving” was changed to “Native American Heritage Day”. <u>Personal Faith or Conscience Holiday</u> – Added the ability of an employee to take a maximum of two (2) unpaid holidays for reasons of personal faith or conscience per change in holidays recognized by the State of Washington.
Leaves (Article 11.6) (Article 11.8)	<u>Updated FMLA Language</u> – Updated the language to include recent court interpretation of ability of the Employer to designate paid v. unpaid leave. <u>VEBA</u> – Updated the language to make VEBA continuation contingent on notification to comply with IRS guidance.
Hours of Work & Overtime (Article 13.1 & 17.8)	<u>FLSA Exempt Status Change</u> – The U.S. Department of Labor has issued notice of a planned change in the rules regarding who is exempt from overtime / salaried. Language was added to the Agreement to allow the college to unilaterally designate positions which are FLSA exempt v. non-exempt and pay overtime to per FLSA to those eligible.
Exempt Employment Term (Article 16.1)	<u>Annual Contract Notice</u> – Cleaned up legacy language regarding “individual contracts” v. “negotiated contract”. Maintained Employer’s right to non-renew on an annual basis with or without cause.
Hiring / Appointments / Transfers (Article 17.6)	<u>Internal Transfer List</u> – Removed reference to internal transfers from one position within the bargaining unit to another position within the bargaining at unit at the employee’s request as no longer being applicable.
Personnel Files (Article 18.3)	<u>Length of Duration for Adverse Material (typically written warnings)</u> – Increased length of time adverse material is kept from one (1) year to two (2).
Successor Agreement & Term (Article 23.5) (Article 24)	<u>Notice of Reopening</u> – Changed to only occur with written notice between the 90 th and 120 th day prior to the expiration. <u>Term of Agreement</u> – Two (2) years retroactive back to July 1, 2015 and forward to June 30, 2017. Some terms only applied prospectively.
Salary Rates / Positions / Economics (Appendix A)	<u>Cost of Living Adjustment</u> – A three percent (3.0%) increase retroactive back to July 1, 2015. Included position changes resulting from reorganizations. <u>Supplemental Adjustments</u> – Additional increases for some individuals designed to reduce salary compression / inversion type issues. These changes are effective upon ratification.

**Activity Report
April 2016**

NEW HIRES:			
Name	Position Title	Start Date	Division/Department
Jodi Smith	Procurement and Supply Specialist 1	5/2/2016	Administrative Services
RESIGNATIONS & RETIREMENTS:			
Name	Position Title	Effective Date	Division/Department
Eleanor Boice	Assistant Director for Financial Aid	5/6/2016	Student Services
Quinn Hale	Director for Registrar and Enrollment Services	6/16/2016	Student Services
STAFF VACANCIES			
Position Title	Current Status	Vacancy #	Division/Department
ADMINISTRATIVE & EXEMPT PROFESSIONAL:			
TRiO Student Services Coordinator	Interviews Scheduled	16-009	Student Services
Student Services Coordinator	Conducting Reference Checks	16-011	Student Services
Senior System Administrator	Screening Applications	16-013	Technology Services
Accountant	Screening Applications	16-016	Administrative Services
CLASSIFIED:			
Library and Archives Paraprofessional 1	Conducting Reference Checks	16-001	Library and Media Services
Fiscal Technician 3	Conducting Reference Checks	16-017	Administrative Services
Instruction & Classroom Support Technician 1	Accepting Applications	16-021	Workforce Education
FACULTY:			
Nutrition Instructor	Interviews Scheduled	16-002	Arts and Sciences
Aerospace Machine Technology Instructor	Interviews Scheduled	16-003	Workforce Education
Chemistry Instructor	Interviews Scheduled	16-004	Arts and Sciences
Economics Instructor	Interviews Scheduled	16-005	Arts and Sciences

Math Instructor	Interviews Scheduled	16-010	Arts and Sciences
Psychology/Sociology Instructor	Interviews Scheduled	16-012	Arts and Sciences
Information Technology Instructor	Accepting Applications	16-020	Workforce Education
History Instructor	Accepting Applications	16-022	Arts and Sciences

President's Activities

April 2016

Community									Access						Success				
Network w/ community	Share information	Ed/training needs	Visibility	Contribute to community	Potential donors	Legislative issues	Network w/education	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	B3	B4	B5	B6	C1	C2	C3	C4	C5

Meetings— Out of District

4/28-29	WACTC Meeting, Everett WA		•	•	•					•		•	•	•		•	•	•	•
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Meetings—In College District

4/7	Yakima Rotary Club Meeting	•	•	•	•	•					•								
4/12	One-Stop Partner Meeting	•	•		•	•													
4/12	YVCC Foundation Board Meeting	•	•			•				•	•					•		•	
4/12	South Central Workforce Development Cncl.	•	•		•	•													
4/13	YVCC Board of Trustees' Meeting		•													•	•		
4/14	Yakima Rotary Club Meeting	•	•	•	•	•					•								
4/14*	New Vision Board Meeting	•	•		•	•	•					•			•		•		
4/19	Administrative Council Meeting			•				•				•		•		•	•	•	
4/20	YVCC Alumni Association Meeting	•	•			•				•	•					•		•	
4/21*	Yakima Rotary Club Meeting	•	•	•	•	•					•								
4/22	SCWDC Strategic Planning Forum	•	•		•	•	•				•	•					•		
4/25	Proposed Operating Budget Mtg – Students		•					•								•			
4/25	Proposed Operating Budget Mtg - Staff/Faculty		•					•								•			
4/25	All-College Employee Meeting		•							•				•		•		•	
4/26	Proposed Operating Budget Mtg - Staff/Faculty		•					•								•			
4/26*	Yakima Rotary Club Meeting – Make up	•	•	•	•	•					•								
4/27	Proposed Operating Budget Mtg – Students		•					•		•						•			
4/27	Proposed Operating Budget Mtg - Staff/Faculty		•					•		•						•			

*Outside Normal Business Hours

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

2016-17 PROPOSED OPERATING BUDGET

**YVCC Board Study Session
May 11, 2016**

2016-2017 STATE & SBCTC BUDGET CYCLE

December 17	Governor Inslee Budget
February 22	House Budget
February 24	Senate Budget
March 11	Special Session Began
March 28	Conference Budget
April 18	Governor Inslee Signed Budget
May 4-5	SBCTC Board Meeting

2016-17 YVCC BUDGET CYCLE

Jan. - Current	Notify Administrative Council and college community as new information is received
Feb. - March	Develop 2016-17 mandated unfunded list
Mar. 22 & April 19	Administrative Council budget meetings
April 25 -27	Present proposed budget to college faculty, staff & students
May 11	Present proposed budget at board meeting study session
June 16	Request budget approval at June board meeting

COLLEGE MEETINGS

Date	Campus	Room	Attendees	Time
April 25	Yakima	MLK	Student Government	12:30 PM
April 25	Yakima/Grandview ITV	Deccio Room C159/ ITV Grandview L117	Staff & Faculty	2:15 PM
April 26	Yakima	Deccio Room C159	Staff & Faculty	3:30 PM
April 27	Yakima/Grandview ITV	Deccio Room C159/ ITV Grandview L117	Students	1:00 PM
April 27	Yakima/Grandview ITV	Parker C101 / ITV Grandview L117	Staff & Faculty	3:30 PM
May 11	Yakima	MLK	Board of Trustees, Study Session	3:30 PM
June 16	Yakima	MLK	Board of Trustees, Approval	4:30 PM

2016-17

SALARY & BENEFIT CHANGES

SALARY CHANGES

- 1.8% salary increase authorized for all classifications

BENEFIT CHANGES*

- Increase in health care rate (\$840 to \$888 monthly)

*Changes are to college cost, not employee coverage or employee cost

2016-17

OTHER ALLOCATION NEWS

TUITION CHANGES

- 15% decrease to upper level tuition \$57,054
- 1.3% decrease to operating fee, increase to building fee \$118,850

• EARMARKS & PROVISIO CHANGES

	<u>2015-16</u>	<u>2016-17</u>	<u>Change</u>
• Worker Retraining	\$546,573	\$608,073	\$61,500
• MESA	\$58,570	\$125,570	\$67,000

We have not received the official allocation from SBCTC

UNFUNDED MANDATES

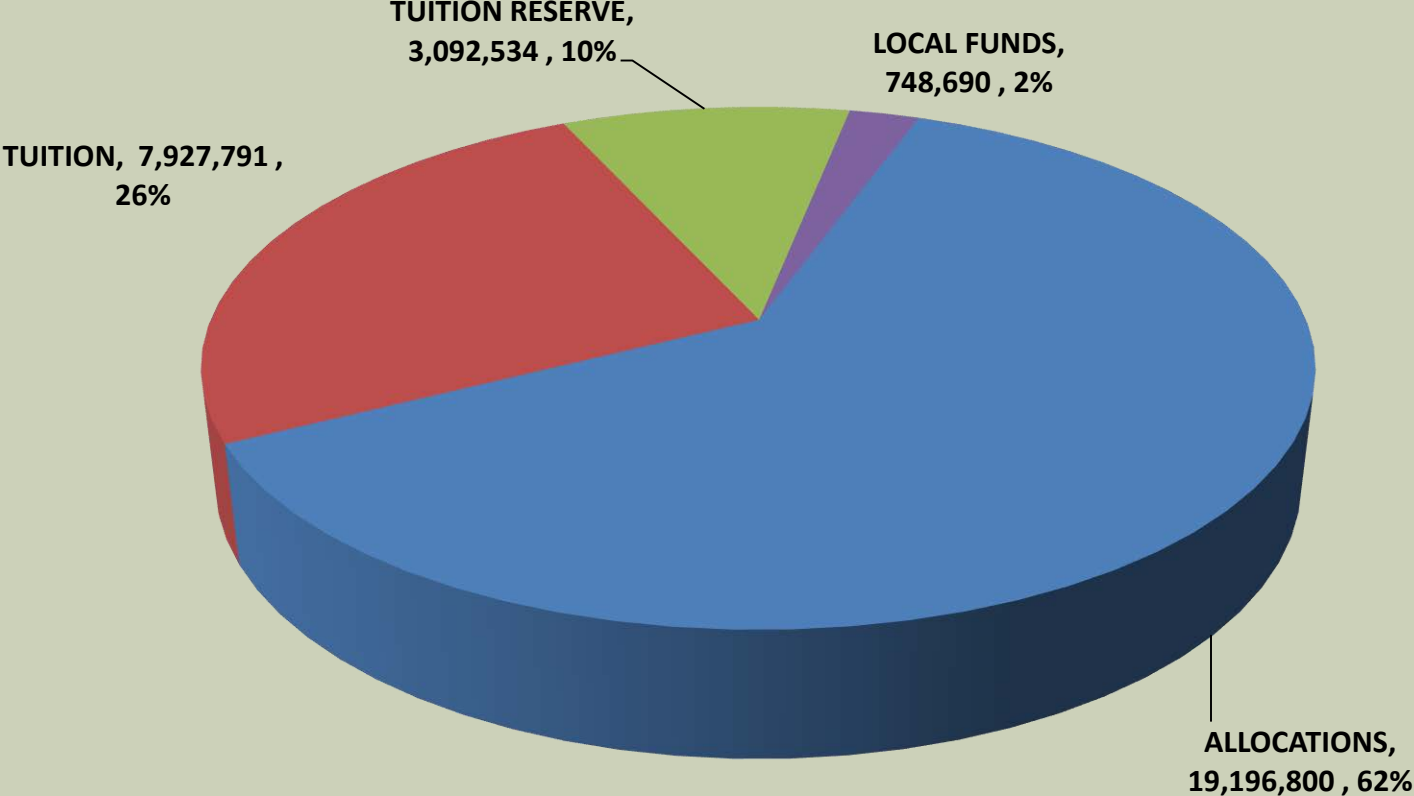
Advertising	\$5,400
BAS Dental	\$42,840
Classified Increments	\$81,170
Dues/Subscriptions /Fees /	\$720
Funding changes (GED to Operating)	\$13,970
Goods & Services	\$30,820
Increased Library hours	\$18,920
New Library System	\$34,960
Part Time Faculty IU	\$8,950
Professional Development/Travel	\$2,960
Professional Services (Audit)	\$23,000
Program Accreditation	\$9,270
Software	\$18,650
	\$291,630

2016-2017 PROPOSED OPERATING BUDGET ESTIMATED RESOURCES

ALLOCATIONS	\$19,196,805
TUITION	7,927,790
LOCAL FUNDS	748,690
TUITION RESERVE	3,092,530
	\$30,965,815

Local Funds: Supports expense that passes through operating but is not covered by allocated funds.
Examples: Funding received from grants or capital.

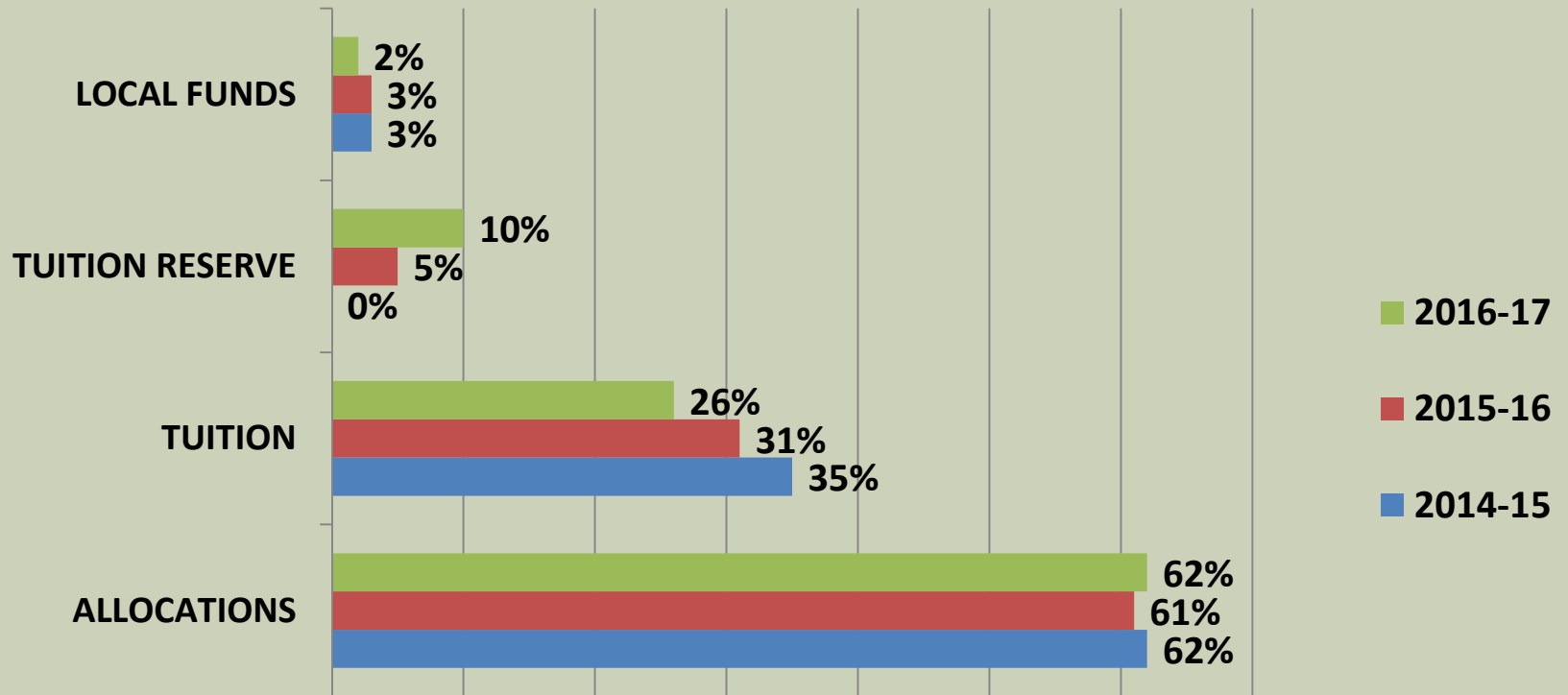
2016-2017 PROPOSED OPERATING BUDGET RESOURCES PIE CHART



NUMBERS & PERCENTAGES ARE ROUNDED

2016-2017 PROPOSED OPERATING BUDGET

THREE-YEAR COMPARISON OF OPERATING RESOURCES

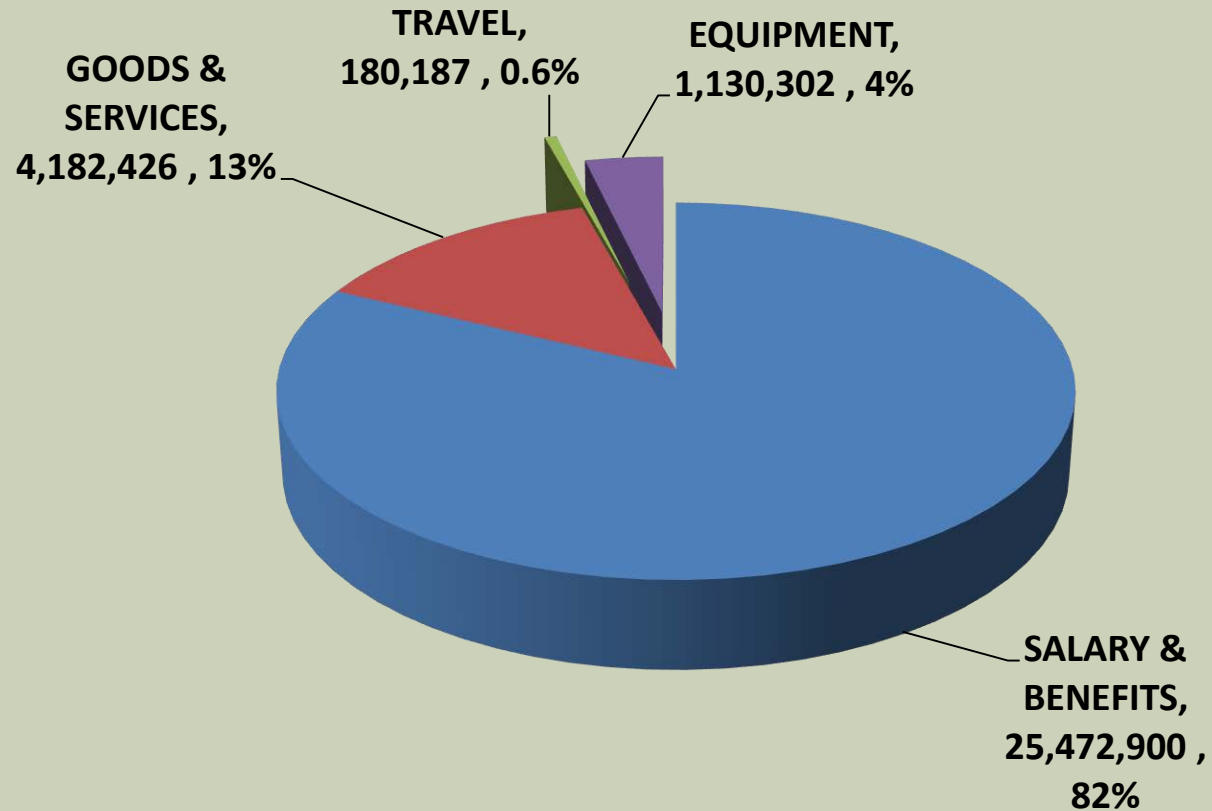


PERCENTAGES ARE ROUNDED

2016-2017 PROPOSED OPERATING BUDGET EXPENSE BY OBJECT

SALARY & BENEFITS	\$25,472,895
GOODS & SERVICES	4,182,430
TRAVEL	180,190
EQUIPMENT	1,130,300
	\$30,965,815

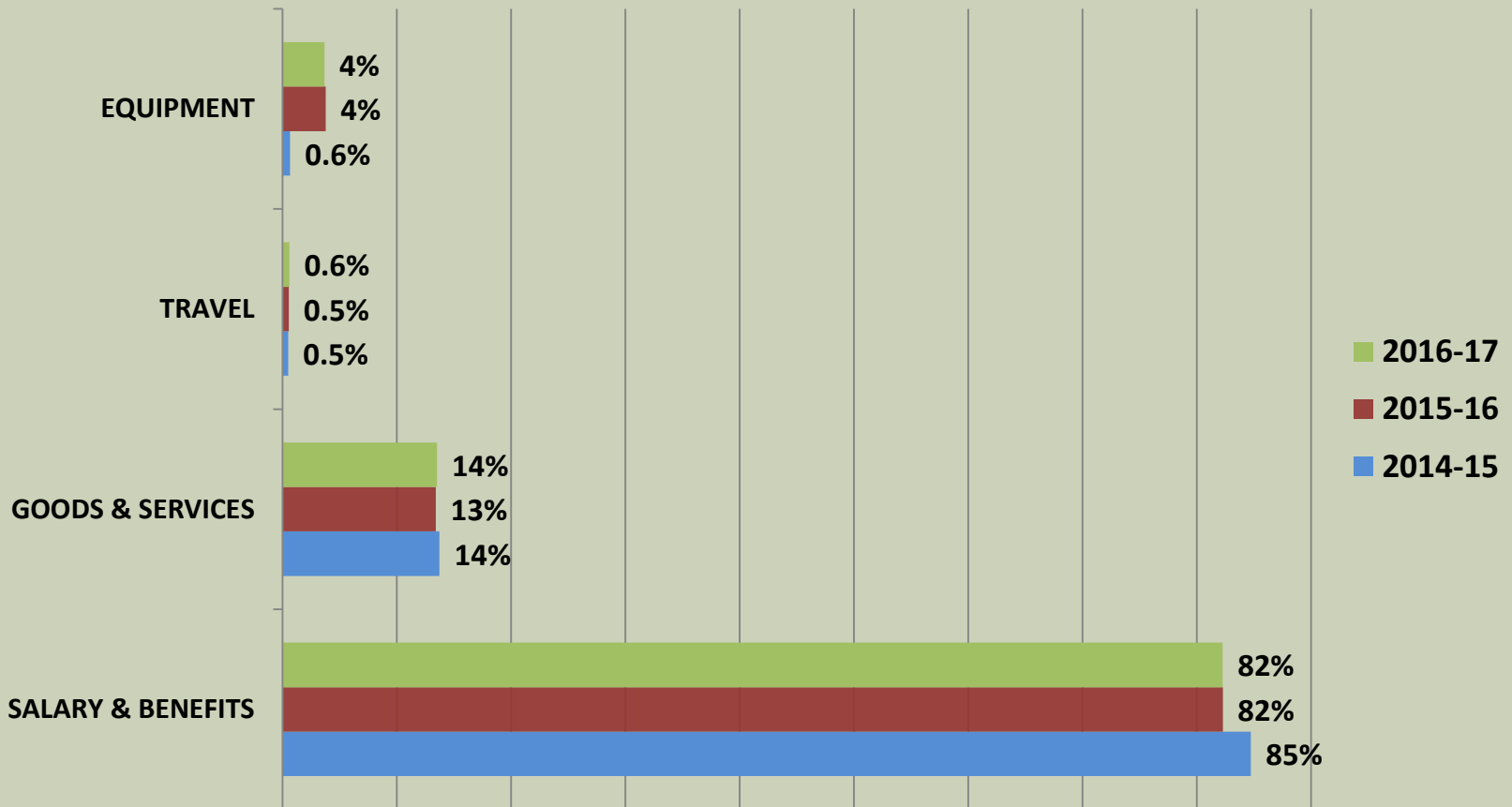
2016-2017 PROPOSED OPERATING BUDGET EXPENSE BY OBJECT PIE CHART



NUMBERS & PERCENTAGES ARE ROUNDED

2016-2017 PROPOSED OPERATING BUDGET

THREE-YEAR COMPARISON OF OPERATING EXPENSE BY OBJECT



PERCENTAGES ARE ROUNDED

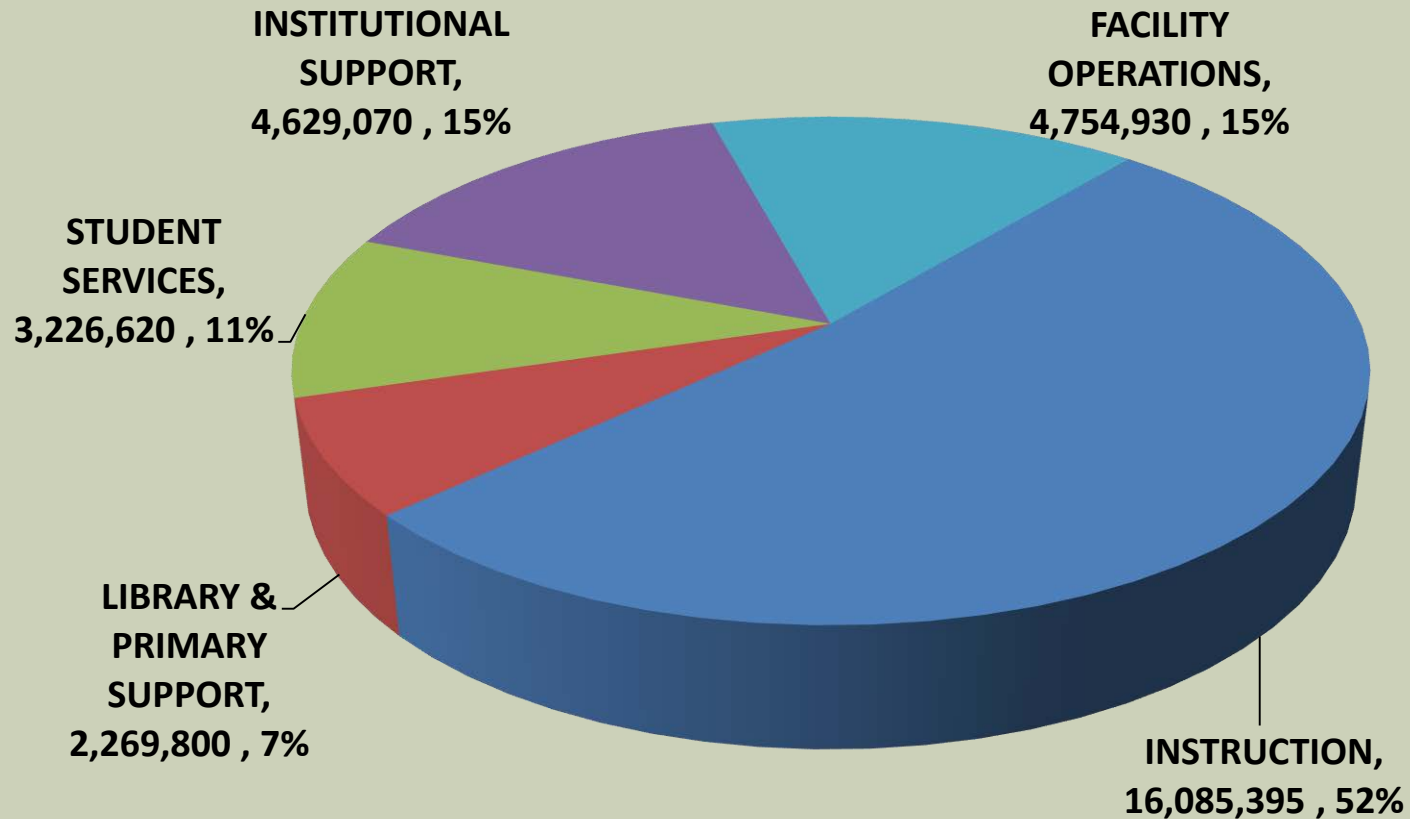
2016-2017 PROPOSED OPERATING BUDGET

OPERATING EXPENSE BY PROGRAM

INSTRUCTION	\$16,085,395
LIBRARY & PRIMARY SUPPORT	2,269,800
STUDENT SERVICES	3,226,620
INSTITUTIONAL SUPPORT	4,629,070
FACILITY OPERATIONS	4,754,930
	\$30,965,815

2016-2017 PROPOSED OPERATING BUDGET

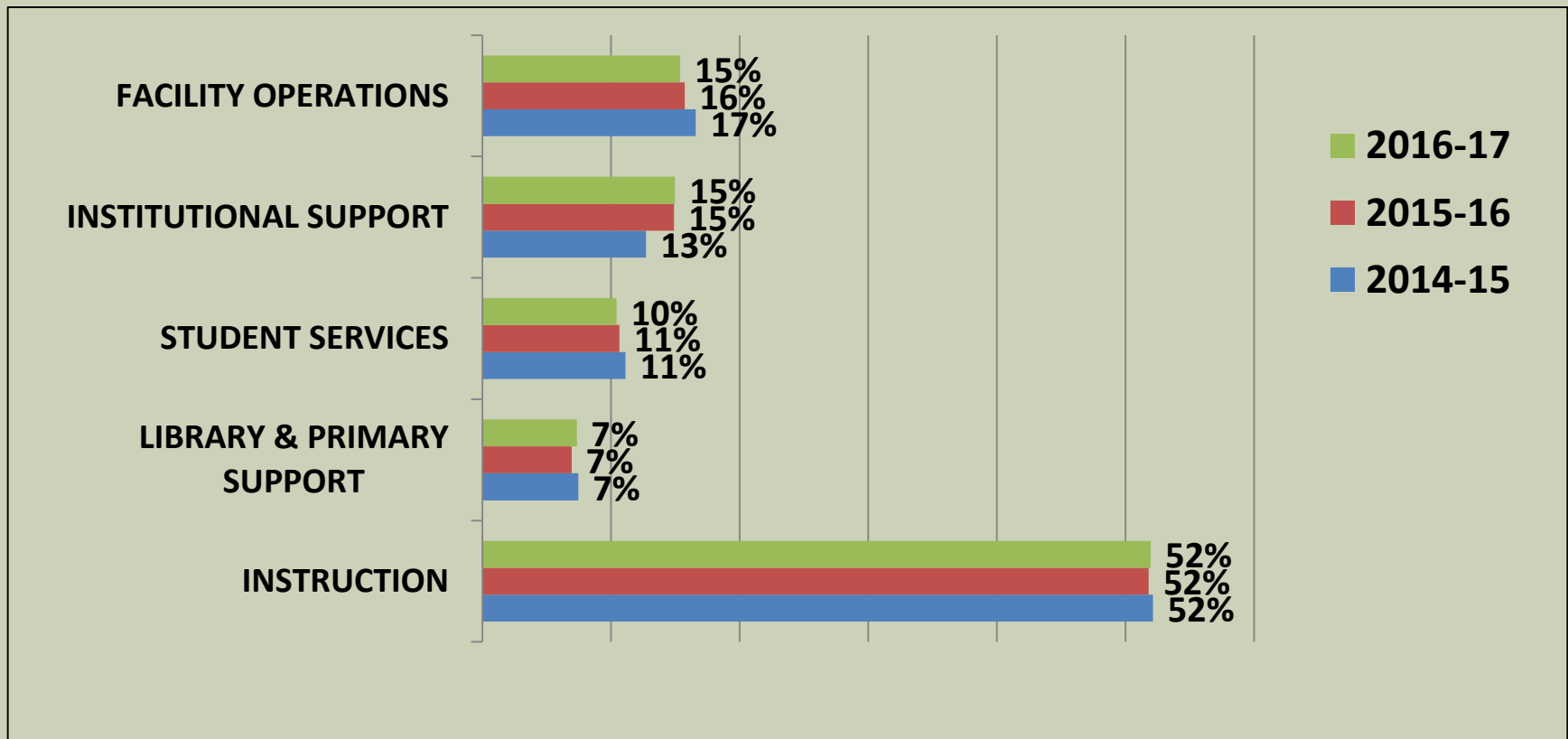
OPERATING EXPENSE BY PROGRAM PIE CHART



NUMBERS AND PERCENTAGES ARE ROUNDED

2016-2017 PROPOSED OPERATING BUDGET

THREE-YEAR COMPARISON OF OPERATING EXPENSE BY PROGRAM



PERCENTAGES ARE ROUNDED

COMMENTS OR QUESTIONS?

YAKIMA VALLEY COMMUNITY COLLEGE STUDENT RESIDENCE CENTER PROPOSED BUDGET 2016-17			
	2016-17	2015-16	
	BUDGET	BUDGET	ESTIMATED ACTUALS
Estimated Average Number of Residents	108	108	108
OPERATING REVENUE			
Room Rental	\$458,000	\$422,300	\$459,535
Conference/Guests	31,900	40,000	27,190
Vending/Appliance Rental/Washer	6,800	6,800	7,127
Damages/Lost Keys/Late Fees	12,000	12,000	13,611
In-kind Contribution	9,120	9,120	9,120
TOTAL OPERATING REVENUE	\$517,820	\$490,220	\$516,583
	2016-17	2015-16	
	BUDGET	BUDGET	ESTIMATED ACTUALS
OPERATING EXPENDITURES			
Salaries and Benefits	\$261,269	\$263,148	\$253,300
In-kind Contribution	9,120	9,120	9,120
Utilities	115,000	91,000	110,885
Supplies & Operations	52,500	52,500	43,033
Contingency Expenses	15,000	15,000	0
Overhead Charges	44,427	40,815	40,732
Bad Debt Expense	500	1,500	100
TOTAL OPERATING EXPENDITURES	\$497,816	\$473,083	\$457,170
	2016-17	2015-16	
	BUDGET	BUDGET	ESTIMATED ACTUALS
Operating Reserve			
Operating Reserve	\$20,004	\$17,137	\$59,413
	2016-17	2015-16	
	BUDGET	BUDGET	ESTIMATED ACTUALS
CAPITAL EXPENDITURES			
Lower Hopf Carpet Tiles (15-16)		\$32,000	\$33,844
Washers/Dryers (15-16)		20,000	3,747
Washers/Dryers (16-17)	\$20,000		
Kitchen Floors (16-17)	8,000		
Furniture (16-17)	20,000		
A/C & Heater Units (16-17)	12,000		
TOTAL CAPITAL EXPENDITURES	\$60,000	\$52,000	\$37,591
	2016-17	2015-16	
	BUDGET	BUDGET	ESTIMATED ACTUALS
BUDGET SUMMARY			
Operating Revenue	\$517,820	\$490,220	\$516,583
Operating Expenditures	497,816	473,083	457,170
Anticipated Operating Reserve	20,004	17,137	59,413
Capital Expenditures	60,000	52,000	37,591
TOTAL EXPENSE	\$557,816	\$525,083	\$494,761

PROPOSED STUDENT RESIDENCE CENTER BUDGET

2016-17

CORE THEME:
COMMUNITY
ACCESS

Board of Trustees
Study Session
May 11, 2016

BUDGET HIGHLIGHTS

■ OPERATING EXPENDITURES:

- Utilities 15-16 & 16-17

■ CAPITAL EXPENDITURES:

- Lower Hopf Hall Carpet Tiles 15-16
- Laundry Machines 16-17
- Kitchen Floors 16-17
- Furniture 16-17
- A/C & Heater Units 16-17

PROPOSED SRC BUDGET 2016-17: REVENUE

	2016-17	2015-16	
	BUDGET	BUDGET	ESTIMATED ACTUALS
Estimated Average Number of Residents	108	108	108
OPERATING REVENUE			
Room Rental	\$458,000	\$422,300	\$459,535
Conference/Guests	31,900	40,000	27,190
Vending/Appliance Rental/Washer	6,800	6,800	7,127
Damages/Lost Keys/Late Fees	12,000	12,000	13,611
In-kind Contribution	9,120	9,120	9,120
TOTAL OPERATING REVENUE	\$517,820	\$490,220	\$516,583

PROPOSED SRC BUDGET 2016-17: EXPENSE

	2016-17	2015-16	
	BUDGET	BUDGET	ESTIMATED ACTUALS
OPERATING EXPENDITURES			
Salaries and Benefits	\$261,269	\$263,148	\$253,300
In-kind Contribution	9,120	9,120	9,120
Utilities	115,000	91,000	110,885
Supplies & Operations	52,500	52,500	43,033
Contingency Expenses	15,000	15,000	0
Overhead Charges	44,427	40,815	40,732
Bad Debt Expense	500	1,500	100
TOTAL OPERATING EXPENDITURES	\$497,816	\$473,083	\$457,170
Operating Reserve			
Operating Reserve	\$20,004	\$17,137	\$59,413

PROPOSED SRC BUDGET 2016-17: CAPITAL EXPENSE

	2016-17	2015-16	
	BUDGET	BUDGET	ESTIMATED ACTUALS
CAPITAL EXPENDITURES			
Lower Hopf Carpet Tiles (15-16)		\$32,000	\$33,844
Washers/Dryers (15-16)		20,000	3,747
Washers/Dryers (16-17)	\$20,000		
Kitchen Floors (16-17)	8,000		
Furniture (16-17)	20,000		
A/C & Heater Units (16-17)	12,000		
TOTAL CAPITAL EXPENDITURES	\$60,000	\$52,000	\$37,591

PROPOSED SRC BUDGET 2016-17: SUMMARY

	2016-17	2015-16	
	BUDGET	BUDGET	ESTIMATED ACTUALS
BUDGET SUMMARY			
Operating Revenue	\$517,820	\$490,220	\$516,583
Operating Expenditures	497,816	473,083	457,170
Anticipated Operating Reserve	20,004	17,137	59,413
Capital Expenditures	60,000	52,000	37,591
TOTAL EXPENSE	\$557,816	\$525,083	\$494,761

CAPITAL EXPENDITURES 2015-16

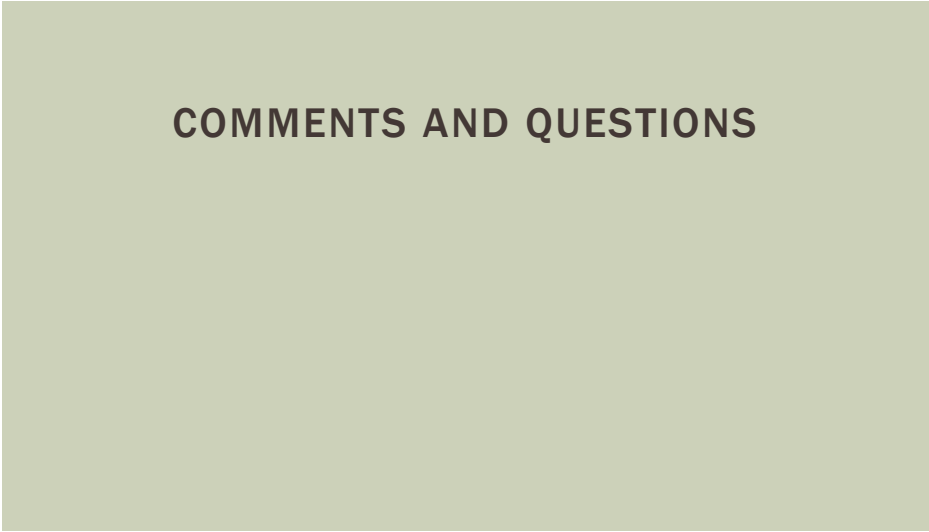


CAPITAL EXPENDITURES 2016-17





COMMENTS AND QUESTIONS



2016-17 PROPOSED S&A FEE BUDGET

YVCC BOARD STUDY SESSION
MAY 11, 2016

S&A FEE BUDGET PROCESS OVERVIEW

- Club and Program Advisers submit budget proposals for their activity to the Student Life office.
- S&A Fee Budget Committee receives budget requests & new year budget allocation.
- S&A Fee Budget Committee drafts proposed budget recommendations.
- S&A Fee Budget Committee sends proposed budget recommendations to club & program advisors, then hears and responds to any appeals.
- ASYVCC Senate approves proposed budget recommended from the S&A Fee Budget Committee.
- College administration reviews proposed budget and recommends to Board of Trustees for final approval.

2016-2017 PROPOSED S&A FEE BUDGET SUMMARY

SUMMARY TITLE	2016-2017		2015-16 Budget	Estimated Actuals	
	Budget	Revenue		Revenues	Expense
Grandview	94,096	850	102,615	969	79,808
Administration	333,715	4,500	397,224	17,016	298,781
General Accounts	209,648	2,000	211,678	9,090	182,973
Clubs	38,621	23,425	36,474	22,613	32,138
Fine Arts	49,658	5,000	58,913	21,729	49,301
Cultural Programs	24,662	3,030	19,662	2,917	18,293
Athletics	311,000	48,000	305,934	54,757	336,628
Sub- Total Expense	\$1,061,400	\$86,805	\$1,132,500	\$129,090	\$997,921
Champion Travel	522 264 6725	25,000	0	25,000	20,504
Total Expense	\$1,086,400	\$86,805	\$1,157,500	\$129,090	\$1,018,425

THANK YOU!

Any Questions?

ASYVCC Student Life Mission:

To provide a broad-based program dedicated to enhancing students' cultural, intellectual, social, recreational, wellness, community service, and leadership skills.