



Yakima Campus

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

P: 509.574.6800 • www.yvcc.edu

MINUTES

REGULAR MEETING
YAKIMA VALLEY COLLEGE
BOARD OF TRUSTEES
June 13, 2019, 4:30 p.m.
M.L. King Jr. Room
Hopf Union Building, Yakima Campus

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

A. Roll Call and Introduction of Guests and New Employees

Board of Trustees Present

Dr. Sara Cate, Vice Chair
Mr. Patrick Baldoz
Mr. Neil McClure
Mr. Robert Ozuna, Chair

Others Present

YVC Students
YVC Staff

Dr. Linda Kaminski, Secretary

Board of Trustees Absent

Ms. Rosalinda Mendoza (excused)

Introduction of Guests and New Employees

Mr. Mark Rogstad, Interim Executive Director of Human Resources, introduced Alex Bazan, Program Assistant.

Introduction of Classified Employee of the Quarter. Gina Scribner & Sybil Miller, introduced Ms. Kelley DiBenedetto as the Classified Employee of the Quarter.

- B. Proposed Changes to the Agenda.** There were no changes to the agenda.
- C. Approval of Minutes:** Trustee McClure moved that the minutes of the regular meetings of May 9, 2019 be approved as submitted. The motion was seconded by Trustee Cate and passed unanimously.
- D. Celebrating Excellence:** Mr. Ray Funk, Athletic Director, talked about the success of the 2019 YVC Baseball team. Mr. Funk introduced Assistant Coach Ryan Sires. Coach Sires talked about the number of players who signed academic and sports scholarships. A few of the team members introduced themselves to the Board and talked about their experience with the team.
- E. Community Partner Perspective:** Dean Marc Coomer introduced Mr. Tony Torres with Grandview High School who discussed the Step Up to College Partnership. Mr. Torres said the partnership is about building relationships with the most fragile at risk students. Once they complete the program they get to walk with the next graduating class.

F. Action Items

1) **Approval of the 2019-2020 Operating Budget**

Dr. Teresa Rich stated that the proposed operating budget was presented at the May 9, 2019 study session. The proposed budget remains the same as presented.

MOTION 19-06-01: Trustee Baldoz moved that the Board of Trustees adopt a motion to approve the 2019-20 Operating Budget presented on May 9, 2019. The motion was seconded by Trustee McClure and passed unanimously.

2) **Approval of the 2019-2020 SRC Budget**

Mr. Brady Mugleston stated that the proposed 2019-2020 SRC budget was presented at the May 9, 2019 study session. The proposed budget remains the same as presented.

MOTION 19-06-02: Trustee McClure moved that the Board adopt a motion to approve the proposed 2019-20 SRC budget as presented during the May study session. The motion was seconded by Trustee Cate and passed unanimously.

3) **Approval of the 2019-2020 S&A Budget**

Ms. Laura Yolo stated the college president appointed a 2019-20 S&A Fee Budget Committee as outlined in the ASYVC Financial Code for Associated Students. Three advisors and six students served on the 2019-20 committee.

The administration provided the S&A allocation using a 2019-20 projected distribution less a 5% estimation factor. The total allocation of \$1,187,882, with an additional provision of \$25,000 for championship travel from the reserve if needed, was approved by the administration and allocated by category by the S&A Fee Budget Committee.

The committee met spring quarter, carrying out its duties in keeping with the ASYVC Financial Code. The ASYVC Senate approved the distribution on May 7. The administration concurs with the committee's recommendation. The proposed 2019-20 S&A budget was presented at the Board of Trustees' Study Session on May 9.

MOTION 19-06-03: Trustee Cate moved that the Board of Trustees adopts a motion to approve the proposed 2019-20 Services and Activities Fee budget as presented at the May Study Session. The motion was seconded by Trustee Baldoz and passed unanimously.

4) Modification of Administrative & Exempt Employee Code

Mr. Mark Rogstad stated that the College wishes to modify the Administrative & Exempt Employee Code to allow for changes, reassignment and termination of Administrative contracts during the term of the annual contract(s). Specifically, this modification would allow changes to employment for employees covered by the Code after providing thirty (30) calendar days' notice for employees in their first (1st) year of employment and ninety (90) calendar days' notice for employees with more than one year of employment. If the change is a termination of the contract, severance pay commensurate with the notice would be required.

MOTION 19-06-04: Trustee McClure moved that the Board of Trustees adopts a motion to modify the Administrative & Exempt Employee Code as specified. Trustee Baldoz seconded the motion. Trustee McClure inquired at the time of termination who determines if the employee works the last 90 days or gets the 90 severance pay. Mr. Rogstad indicated it would be the college's determination. There was no further discussion and the motion passed unanimously.

5) Administrative & Non-Represented Exempt Employee Salary Increases

Mr. Mark Rogstad stated that the 2019 Legislature authorized salary increases of three percent (3.0%) for Administrative and Non-Represented Exempt employees effective July 1, 2019 and three percent (3%) on July 1, 2020. Similar salary increases equal to six percent (6%) total over the two (2) year period were authorized for other employee groups.

MOTION 19-06-05: Trustee Cate moved that the Board of Trustees adopts a motion to approve legislatively authorized salary increases for Administrative & Exempt Employee Code as specified above. The motion was seconded by Trustee McClure and passed unanimously.

6) Modification of President's Contract to Provide Salary Increases

Mr. Mark Rogstad stated that the 2019 Legislature authorized salary increases of three percent (3.0%) for Administrative and Non-Represented Exempt employees effective July 1, 2019 and July 1, 2020. Article IV of the President's contract provides that the Board may provide increases to the President's salary during the term of agreement. This action item would extend the same percentage increase to the President's salary as that provided to other Administrative & Non-Represented employees.

MOTION 19-06-06: Trustee Baldoz moved that the Board of Trustees adopts a motion to amend the President's contract to provide a three percent (3%) increase effective July 1, 2019 and a three percent (3%) increase effective July 1, 2020. The motion was seconded by Trustee Cate and passed unanimously.

7) Setting Tuition for 2019/2020 Academic Year

Mr. Tomás Ybarra stated that the Washington State Legislature has approved an increase in tuition and fees for Community and Technical Colleges of up to 2.4 percent. Attached is a listing of the tuition and fee rates established by the legislature and approved by the State Board for Community and Technical Colleges on May 28, 2019. In order to implement this tuition and fee schedule for the 2019-20 academic year, the Board of Trustees must authorize the collection of these fees.

MOTION 19-06-07: Trustee McClure moved that the Board of Trustees authorizes the college president to adjust tuition and fees for 2019 – 2020 to the amount allowed by legislative and SBCTC action. The motion was seconded by Trustee Cate and passed unanimously.

8) Election of Board Vice Chair for 2019-2020

Chair Robert Ozuna stated that Article IV of the Board of Trustees' Constitution governs officers of the Board of Trustees. As provided in Section B of Article IV, Vice Chair Sara Cate will assume the chair position on July 1, 2019. The Board needs to elect a new vice chair to assume that office and, subsequently, the chair position on July 1, 2020.

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

MOTION 19-06-08: Trustee Cate moved that the Board of Trustees nominate and elect a vice chair to assume office July 1, 2019. Trustee McClure seconded the motion. Chair Ozuna nominated Trustee Baldoz. Trustee Baldoz accepted. There were no other nominations. The motion to elect Trustee Baldoz for Vice Chair effective July 1, 2019 passed with Trustee Baldoz abstaining.

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

H. **Reports**

1. **Board of Trustees**

Trustee Baldoz discussed attending the ACT Conference in Walla Walla. During the business meeting there were discussions about legislative actions, sessions on governance, reviews of CEOs and ACT dues increases.

Trustee McClure stated that it may seem like the Board passed the budgets quickly in today's meeting however the board had study sessions at last month's board meeting and spent time on each budget.

Chair Ozuna indicated that this would be his last meeting as Board Chair and Trustee Cate would be taking over that position on July 1st. President Kaminski and the other board members thanked Chair Ozuna for his leadership over the last year. Chair Ozuna also reminded the Board of the upcoming board retreat on August 6th.

2. **Students**

Ms. Laura Yolo, Coordinator for Student Life, presented on behalf of ASYVC. She discussed the Spring Fling, other past events and the ASYVC award ceremony.

Victoria Santoy, President of Grandview Student Council discussed some past events and introduced the incoming GSC Vice President.

3. **Classified Staff**

Ms. Cathy VanWinsen, WPEA Representative, shared that we made it through another year, moving to the 10 hour days, last month was quiet, there are a few strange issues this month. It was a good year.

4. **Professional Staff**

Ms. Hillary Emerson, AFT-YPS Professional Representative, discussed the general membership meeting. She indicated she had a chance to meet with Mr. Sloniker already to discuss timelines trying to set schedule for negotiations.

5. **Faculty**

Ms. Rachel Dorn, AFT-Y Yakima President, discussed the end of the quarter, finals and the loss of a valuable instructor Mr. Patterson. She indicated that there are new union board members and that she has been meeting with Mr. Rogstad to discuss nursing faculty salaries.

6. **Vice President for Administrative Services**

Dr. Teresa Rich thanked the Board of Trustees for approving the operating budgets and how she appreciates the time and effort the Board puts into listening and learning about the budgets. Dr. Rich also provided the board with the YVC Fiscal Report July 1, 2018 through May 31, 2019.

Dr. Rich provided the board with an update on SSB 5380 Opioid Overdose Reversal Medication requirements for institutions of higher education with residence halls over 100 beds. She also provided an update on HB1735 requiring institutions of higher education must include the phone number of a campus, local, state or national suicide, crisis, or counseling hotline on the back of newly issued student and faculty ID cards.

7. **Vice President for Instruction and Student Services**

Vice President Tomás Ybarra discussed the agenda for the upcoming administrative retreat on how we as a college get to mission fulfillment in preparation for the October 7th accreditation site visit. He will be presenting on this topic at the September board meeting.

Arts & Sciences Division Report - Dean Kerrie Cavaness handed out copies of her written report.

College & Career Readiness Report, Dean Marc Coomer discussed the College and Career Readiness program and introduced Ms. Shannon Hopkins and Ms. Janette Pettey who discussed the college prep track .

8. **President**

Community Relations Report

Mr. Jay Frank, Director of Community Relations, presented on YVC's marketing and also provided the Board with the updated calendar of events. A complete listing of all upcoming events can be found at <https://www.yvcc.edu/events-calendar/>

Human Resource Activity Report.

Mr. Mark Rogstad, Interim Executive Director of Human Resources, let the Board know that this would be his last presentation to the Board. Mr. Rogstad discussed the employee recognition event and the upcoming PDC event. He also how pleased he is to have Mr. Steve Sloniker as his replacement. The Board thanked Mr. Rogstad for agreeing to come back and serve on an interim basis.

President's Report. 1) Dr. Kaminski provided the Board with a copy of the Beyond DREAMERs Scholarship Reception Program. 2) She provided the Board with a copy of the updated FTE Allocation and Census Report. 3) Dr. Kaminski shared a letter from the Institute for Evidence-Based Change (IEBC) about the Caring Campus Initiative. 4) She provided the Board with a handout on a new Maintenance Technician Apprentice Program. 5) Dr. Kaminski provided the Board with a copy of the SBCTC 2019 Legislative Session Report.

I. Call to the Public

No one present indicated a desire to address the Board.

J. Date of Next Meeting - The next Regular meeting will be Thursday September 12, 2019 in the M.L. King Jr. Room, Hopf Union Building, Yakima Campus

K. Executive Session. No executive session was called.

L. Action Items. N/A

M. Adjournment. The meeting was adjourned at 6:12 p.m.

SARA CATE

LINDA KAMINSKI

Dr. Sara Cate, Chair

Attest: Linda J. Kaminski, Secretary