AGENDA

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

March 9, 2016
4:00 pm
M. L. King Room, HUB
Yakima Campus

A. Employment Statistics Annual Report – Mr. Mark Rogstad, presenter

AGENDA

REGULAR MEETING
BOARD OF TRUSTEES
YAKIMA VALLEY COMMUNITY COLLEGE
March 9, 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 February 18, 2016
D. Action Items
   1. Nonrenewal of faculty serving in temporary appointments, Mr. Tomás Ybarra, presenter
   2. Renewal of faculty funded by “Special Funds”, Mr. Tomás Ybarra, presenter
   3. Renewal of Faculty Probationers, Mr. Tomás Ybarra, presenter
   4. Granting of Tenure, Mr. Tomás Ybarra, presenter
   5. 2015/2018 Collective Bargaining Agreement Ratification, Mr. Mark Rogstad, presenter
   6. Sabbatical Leave Recommendation, President Kaminski, presenter

E. Communications

F. Reports
   1. Board of Trustees — Ms. Lisa Parker, Chair
   2. Students — Jaime Olguin, President of ASYVCC
      Mikaela Chavez, Interim President Grandview Student Council
   3. Classified Staff — Ms. Cathy VanWinsen, WPEA Representative
   4. Professional Staff — Ms. Diana Jennings, AFT-YPS Professional Representative - No Report
   5. Faculty — Mr. Tom Mount, AFT-Y Yakima President
   6. Vice President for Administrative Services — Dr. Teresa Rich
   7. Vice President for Instruction and Student Services — Mr. Tomás Ybarra
   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 Wednesday April 13, 2016 at the Grandview Campus, Library Meeting Room

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

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.
MINUTES

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

March 9, 2016, 4:00 pm
M. L. King Room, HUB
Yakima Campus

The special meeting was called to order by Chair Lisa Parker at 4:00 p.m. in the M.L. King Room of the Hopf Union Building on the Yakima Campus. Trustees present were Dr. Sara Cate, Ms. Lisa Parker, and Ms. Patricia Whitefoot. Trustee Rosalinda Mendoza joined the meeting at 4:12 p.m. Trustee Robert Ozuna was absent (excused).

A. Employment Statistics Annual Report – Mr. Mark Rogstad, Director of Human Resource Services presented on YVCC employment statistics. He discussed the college’s mission statement, employment trends, affirmative action, technology changes and Title IX. A copy of his presentation will be filed in the President’s Office with these minutes.
MINUTES

REGULAR MEETING
YAKIMA VALLEY COMMUNITY COLLEGE
BOARD OF TRUSTEES

March 9, 2016, 4:30 p.m.
M.L. King Jr. Room
Hopf Union Building, Yakima Campus

A. Roll Call and Introduction of Guests and New Employees

<table>
<thead>
<tr>
<th>Board of Trustees Present</th>
<th>Others Present</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr. Sara Cate</td>
<td>YVCC Students</td>
</tr>
<tr>
<td>Ms. Lisa Parker, Chair</td>
<td>YVCC Staff</td>
</tr>
<tr>
<td>Ms. Rosalinda Mendoza</td>
<td></td>
</tr>
<tr>
<td>Ms. Patricia Whitefoot,</td>
<td></td>
</tr>
<tr>
<td>Vice Chair</td>
<td></td>
</tr>
</tbody>
</table>

Dr. Linda J. Kaminski, Secretary

Board of Trustees Absent
Mr. Robert Ozuna (excused)

Introduction of Guests and New Employees. Human Resource Director Mr. Mark Rogstad introduced Ms. Felicitas Valdez, Workforce Coordinator in the basic skills division.

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

C. Approval of Minutes: Trustee Cate moved that the minutes of the Special and Regular Meetings of February 18, 2016, be approved as submitted. The motion was seconded by Trustee Mendoza and passed unanimously.
D. Action Items

1. **Nonrenewal of faculty serving in temporary appointments.** Vice President of Instruction and Student Services, Mr. Tomás Ybarra stated that the following faculty members served in temporary appointments in the 2015-2016 academic year:

   - Mr. Steven Mock
   - Ms. Michelle Hotchko
   - Ms. Lisa Dominguez
   - Mr. William Wayenberg
   - Ms. Jennifer Saracino
   - Mr. Erik Reierson
   - Ms. Deborah Williams
   - Ms. Elizabeth Wimberly
   - Ms. Ericka Pope
   - Mr. Larry Ovall
   - Mr. Roger King
   - Ms. Melissa Kotzin
   - Ms. Wanda Merz

   **MOTION 16-03-01:** Trustee Whitefoot moved that the Board of Trustees adopts a motion to not renew the above named faculty members who served in temporary appointments in the 2015-2016 academic year. The motion was seconded by Trustee Cate and passed unanimously.

2. **Renewal of faculty funded by “Special Funds”.** Mr. Tomás Ybarra stated that RCW 28B.50.851 governs the renewal of “special faculty.” The State Board for community and Technical Colleges (SBCTC), in WAC 131-16-400, defines “special funds” as, “all funds received by a college district other than those generated by operating fees collected by such district pursuant to chapter 28B.15 RCW and state general funds appropriated by the legislature and distributed to college districts by the state board by formula allocation.” Sources for “special funds” include grants, contracts, Running Start, and Worker Retraining.

   The positions occupied by the following individuals are funded by “special funds” and are hereby recommended for renewal for the 2016-2017 academic year, subject to the terms of RCW 28B.50.851 and contingent upon the availability of funds:

   - Mr. Gregory Kent
   - Ms. Tammy Calahan
   - Dr. Keith Reyes
   - Mr. Matthew Lewis
   - Mr. David Dalton
   - Dr. Stephen Rodrigue
   - Mr. Brian Patterson
   - Ms. Elizabeth Swisher
   - Mr. Murray Ruggles
   - Ms. Laura May
   - Mr. Stan Conrad
   - Mr. David McReynolds
   - Ms. Abra Ramos
   - Mr. William Spaletta
   - Mr. John Bissonette
   - Mr. Michael Follansbee
   - Mr. Vicente Lopez-Urena
   - Ms. Mark Quinn
   - Mr. Mark Fuzie
   - Mr. James Klarich
   - Mr. Anthony Schmidt
   - Ms. Meghan Fitzgerald
   - Ms. Cami Pangrazi
   - Ms. Michele Coville
   - Ms. Sandra Erlewine
   - Ms. Eraina Hatch
   - Ms. Janette Pettey

   **MOTION 16-03-02:** Trustee Mendoza moved that the Board of Trustees adopts a motion to renew the faculty funded by “special funds” to the above-listed individuals, contingent upon availability of funds for the 2016-2017 academic year, subject to the terms of RCW 28B.50.851 and contingent upon the availability of funds. During discussion it was noted that the original action item incorrectly listed the renewal year as 2015-2016. This was amended to the correct renewal date of 2016-2017. There was no further discussion, the motion passed unanimously.
3. **Renewal of Faculty Probationers.** Mr. Tomás Ybarra stated that RCW 28B.50.850 through 28B.50.869 and Article XII of the AGREEMENT between YVCC and the American Federation of Teachers—Yakima establish the procedures for review of probationary academic employees and for renewal/nonrenewal of probationary employees, and for the withholding/granting of tenure. Each trustee has had the opportunity to read the tenure review reports and recommendations of the tenure review committees. The following faculty probationers, having been recommended for renewal by their respective Tenure Review Committees, are presented for the Board’s approval.

**MOTION 16-03-03:** Trustee Mendoza moved that the Board of Trustees adopts a motion to renew the appointments of the following faculty probationers for the 2016-2017 academic year:

<table>
<thead>
<tr>
<th>Second Year</th>
<th>Third Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ms. Michelle Closner</td>
<td>Mr. Trent Ball</td>
</tr>
<tr>
<td>Ms. Maria Cuevas</td>
<td>Ms. Christy Kitt</td>
</tr>
<tr>
<td>Ms. Evangelina Ramirez-Cunningham</td>
<td>Ms. Susan Klaus</td>
</tr>
<tr>
<td>Ms. Carol Milliron</td>
<td>Dr. Amon Brock Eubanks</td>
</tr>
<tr>
<td>Ms. Julie Swedin</td>
<td>Mr. Russell Marquis</td>
</tr>
<tr>
<td></td>
<td>Ms. Libby McRae</td>
</tr>
</tbody>
</table>

The motion was seconded by Trustee Cate and passed unanimously.

4. **Granting of Tenure.** Mr. Tomás Ybarra stated that RCW 28B.50.850 through 28B.50.869 and Article XII of the AGREEMENT between YVCC and the American Federation of Teachers—Yakima establish the procedures for review of probationary academic employees and for renewal/nonrenewal of probationary employees, and for the withholding/granting of tenure.

**MOTION 16-03-04:** Trustee Mendoza moved That the Board of Trustees adopts a motion to grant tenure to the following academic employees effective the beginning of fall quarter 2016:

- Ms. Rachel Dorn
- Mr. Richard Schillinger

The motion was seconded by Trustee Cate and passed unanimously.

5. **2015/2018 Collective Bargaining Agreement Ratification.** Mr. Mark Rogstad stated that the College has reached a tentative agreement on a successor collective bargaining agreement with the American Federation of Teachers – Yakima, effective July 1, 2015 through June 30, 2018.

**MOTION 16-03-05:** Trustee Cate moved that the Board of Trustees adopts a motion to authorizing the President to execute the 2015 / 2018 collective bargaining agreement with the American Federation of Teachers - Yakima representing faculty. Trustee Whitefoot seconded the motion. Chair Parker stated that if major changes were made prior to signatures then the motion would need to come back to the board for approval. There was no further discussion and the motion passed unanimously.

---

*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.*
6. **Sabbatical Leave Recommendation.** President Kaminski stated that in accordance with our negotiated faculty agreement, a Faculty Sabbatical Leave Committee was convened to review requests for sabbatical leave. I met with the Sabbatical Leave Committee and the applicants, and I am pleased to recommend to the Board of Trustees a one-quarter sabbatical for Dan Peters and Shannon Hopkins.

Mr. Dan Peters plans to visit London, England to learn more about the life and work of William Shakespeare. He plans to tour the Globe and the Rose theatres, Stratford on Avon, and the Royal Shakespeare Company. He will research curriculum to be used in the English Department for English 270, Intro to Shakespeare and English 271, Shakespeare in Ashland.

Ms. Shannon Hopkins plans, if circumstances allow it, to travel for readings after publication of her first novel, Entangled Time, currently being marketed to publishers. Ms. Hopkins alternate plan would consist of research and develop of Orleanna and Obadiah, the second novel in the series.

**MOTION 16-03-06:** Trustee Whitefoot moved that the Board of Trustees approves, for the 2016-2017 academic year, a one-quarter sabbatical leave each for Dan Peters and Shannon Hopkins; provided that each instructor negotiates a contract with the college covering the time frame for the leave and the activities to be conducted during and after the sabbatical. Trustee Mendoza seconded the motion and it passed unanimously.

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

F. **Reports**

1. **Board of Trustees.** Chair Parker indicated that the board retreat went well yesterday. The majority of the meeting was used to review all of the board policies. It was a very productive meeting.

2. **Students.** Jaime Olguin, President of ASYVCC introduced a new programmer Jaden. Jaden shared some information about his history and how he came to YVCC. Mr. Olguin discussed some past events including the V-Fest and the Student Governance Summit that was held on CWU’s campus. He provided the board with copies of an MOU that members of different student governments signed at the summit. He also highlighted some upcoming events; Cesar Chavez Blood Drive and finals week snacks. A copy of the full report is filed with these minutes in the President’s office. Mikaela Chavez, Interim President Grandview Student Council – No one was present to address the board. A copy of the Grandview Student Council report is filed with these minutes in the President’s office.

3. **Classified Staff.** Ms. Cathy VanWinsen, WPEA Representative – nothing to report

4. **Professional Staff.** Ms. Diana Jennings, AFT-YPS Professional Representative - No Report

---

*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.*
5. **Faculty.** Mr. Tom Mount, AFT-Y Yakima President, apologized for his absences at past meetings. He discussed the upcoming vote on Friday. He discussed faculty concerns regarding the pay scale as well as transparency. Trustee Mendoza inquired about the process of negotiations and the timeline. Mr. Mount briefly described the process.

6. **Vice President for Administrative Services.** Dr. Teresa Rich discussed construction updates and provided the board with a handout on the Vet Tech Automotive Remodel. Dr. Rich stressed how amazing the partnership has been for this project. The Toppenish project is coming along very well, hoping for occupancy in May. Campus Operations is also moving ahead extremely fast, it is anticipated that occupancy will occur in April. This will bring about phase two and the demolition of Palmer Hall.

7. **Vice President for Instruction and Student Services.** Mr. Tomás Ybarra discussed the monthly meeting of the pathway advising committee that occurred on February 23rd and the upcoming meeting on March 14th. YVCC will be hosting Lake Washington Institute of Technology during the March meeting. They are excited to learn about the process YVCC uses to assist our students. Chair Parker inquired how the pathway process has been going and Mr. Ybarra indicated that he is encouraged by the results however the system seems to work better when there is a dedicated day for advising. Mr. Ybarra gave an update on the BAS in Dental Hygiene and the preliminary start for Early Childhood Education.

8. **President**

**Community Relations Report.** Ms. Niki Hopkins, Coordinator for Community Relations, handed out an updated calendar of events and discussed several upcoming events. A complete listing of all upcoming events can be found at; [http://www.yvcc.edu/about/community-relations/Pages/Home.aspx](http://www.yvcc.edu/about/community-relations/Pages/Home.aspx)

**Human Resource Activity Report.** Mr. Mark Rogstad had no additional information to present.

**President’s Report.** 1) Dr. Kaminski presented the Commission on Dental Accreditation (CODA) Notice citing approval without reporting requirements for YVCC. 2) She provided the board with an excerpt from KNDO-TV’s coverage of YVCC’s Automotive Service Technology programs six awards received at the Skills USA Washington Winter Competition. 3) Provided the board with the Business and College Engagement handout. 4) Dr. Kaminski informed the board that the Retired and Senior Volunteer Program received additional grant funding from the Corporation for National and Community Services.

---

_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._
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 Wednesday April 13, 2016 at the Grandview Campus, Library Meeting Room

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

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

K. **Adjournment.** The meeting adjourned at 5:56 p.m.

---

**LISA PARKER**

Lisa Parker, Chair

**LINDA KAMINSKI**

Attest: Linda J. Kaminski, Secretary

---

*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.*
ACTION ITEM

Regular Meeting

Requested by: Tomás Ybarra
Presented by: Tomás Ybarra
Motion No.: 16-3-01
Citation(s): Title 28B RCW—28B.50.851

SUBJECT:
Nonrenewal of faculty serving in temporary appointments

BRIEF:
The following faculty members served in temporary appointments in the 2015-2016 academic year:

Mr. Steven Mock  Mr. Erik Reierston  Mr. Larry Ovall
Ms. Michelle Hotchko  Ms. Deborah Williams  Mr. Roger King
Ms. Lisa Dominguez  Ms. Elizabeth Wimberly  Ms. Melissa Kotzin
Mr. William Wayenberg  Ms. Ericka Pope  Ms. Wanda Merz
Ms. Jennifer Saracino  Mr. Peter Monahan

RECOMMENDATION:
That the Board of Trustees adopts a motion to not renew the following faculty members who served in
temporary appointments in the 2015-2016 academic year:

Mr. Steven Mock  Mr. Erik Reierston  Mr. Larry Ovall
Ms. Michelle Hotchko  Ms. Deborah Williams  Mr. Roger King
Ms. Lisa Dominguez  Ms. Elizabeth Wimberly  Ms. Melissa Kotzin
Mr. William Wayenberg  Ms. Ericka Pope  Ms. Wanda Merz
Ms. Jennifer Saracino  Mr. Peter Monahan

ACTION:

MOTION: ________
VOTE: Ayes ________
Nays ________
Abstentions ________
SECOND: ________
Carried ________
Defeated ________
BOARD OF TRUSTEES MEETING

March 9, 2016

ACTION ITEM

☑ Regular Meeting
☐ Special Meeting

Requested by: Tomás Ybarra
Presented by: Tomás Ybarra
Motion No.: 16-3-02
Citation(s): Title 28B RCW—28B.50.851

SUBJECT:
Renewal of faculty funded by “Special Funds”

BRIEF:
RCW 28B.50.851 governs the renewal of “special faculty.” The State Board for community and Technical Colleges (SBCTC), in WAC 131-16-400, defines “special funds” as, “all funds received by a college district other than those generated by operating fees collected by such district pursuant to chapter 28B.15 RCW and state general funds appropriated by the legislature and distributed to college districts by the state board by formula allocation.” Sources for “special funds” include grants, contracts, Running Start, and Worker Retraining.

The positions occupied by the following individuals are funded by “special funds” and are hereby recommended for renewal for the 2016-2017 academic year, subject to the terms of RCW 28B.50.851 and contingent upon the availability of funds:

Mr. Gregory Kent  Mr. Stan Conrad  Mr. Mark Fuzie
Ms. Tammy Calahan  Mr. David McReynolds  Mr. James Klarich
Dr. Keith Reyes  Ms. Abra Ramos  Mr. Anthony Schmidt
Mr. Matthew Lewis  Mr. William Spaletta  Ms. Meghan Fitzgerald
Mr. David Dalton  Mr. John Bissonette  Ms. Cami Pangrazi
Dr. Stephen Rodrigue  Mr. Michael Follansbee  Ms. Michele Coville
Mr. Brian Patterson  Mr. Vicente Lopez-Urena  Ms. Sandra Erlewine
Ms. Elizabeth Swisher  Mr. Mark Quinn  Mr. Travis Margoni
Mr. Murray Ruggles  Dr. Joy Clark  Ms. Eraina Hatch
Ms. Laura May  Ms. Lori Kunkler  Ms. Janette Petteway

RECOMMENDATION:
That the Board of Trustees adopts a motion to renew the faculty funded by “special funds” to the above-listed individuals, contingent upon availability of funds for the 2016-2017 academic year.

MOTION: ______  VOTE: Ayes ______  Nay ______
SECOND: ______  Abstentions ______
                                      Carried ______
                                      Defeated ______
BOARD OF TRUSTEES MEETING

March 9, 2016

ACTION ITEM

☑ Regular Meeting  Requested by: Tomás Ybarra
☐ Special Meeting  Presented by: Tomás Ybarra

Motion No.: 16-3-03
Citation(s): Title 28B RCW—28B.50.50-869 and Section 12.6 of the AFT-Yakima Agreement

SUBJECT:
Renewal of Faculty Probationers

BRIEF:
RCW 28B.50.850 through 28B.50.869 and Article XII of the AGREEMENT between YVCC and the American Federation of Teachers—Yakima establish the procedures for review of probationary academic employees and for renewal/nonrenewal of probationary employees, and for the withholding/granting of tenure. Each trustee has had the opportunity to read the tenure review reports and recommendations of the tenure review committees. The following faculty probationers, having been recommended for renewal by their respective Tenure Review Committees, are presented for the Board’s approval.

RECOMMENDATION:
That the Board of Trustees adopts a motion to renew the appointments of the following faculty probationers for the 2016-2017 academic year:

Second Year
Ms. Michelle Closner
Ms. Maria Cuevas
Ms. Evangelina Ramirez-Cunningham
Ms. Carol Milliron
Ms. Julie Swedin

Third Year
Mr. Trent Ball
Ms. Melinda Chiprez
Dr. Amon Brock Eubanks
Mr. Jason Gooch
Ms. Maribel Jiménez

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

SECOND:  _____
BOARD OF TRUSTEES MEETING

March 9, 2016

ACTION ITEM

☑ Regular Meeting
☐ Special Meeting

Requested by: Tomás Ybarra
Presented by: Tomás Ybarra
Motion No.: 16-3-04
Citation(s): Title 28B RCW—28B.50.50-869 and Section 12.6 of the AFT-Yakima Agreement

SUBJECT:
Granting of Tenure

BRIEF:
RCW 28B.50.850 through 28B.50.869 and Article XII of the AGREEMENT between YVCC and the American Federation of Teachers—Yakima establish the procedures for review of probationary academic employees and for renewal/nonrenewal of probationary employees, and for the withholding/granting of tenure.

RECOMMENDATION:
That the Board of Trustees adopts a motion to grant tenure to the following academic employees effective the beginning of fall quarter 2016:

Ms. Rachel Dorn
Mr. Richard Schillinger

MOTION: _____

VOTE: Ayes _____
Nays _____
Abstentions _____

SECOND: _____
Carried _____
Defeated _____
BOARD OF TRUSTEES MEETING

March 9, 2016

ACTION ITEM

☑ Regular Meeting
☐ Special Meeting

Requested by: Mark Rogstad
Presented by: Mark Rogstad
Motion No.: 16-03-05
Citation(s): RCW 28B.50

SUBJECT:

-- 2015 / 2018 Collective Bargaining Agreement Ratification

BRIEF:

-- The College has reached a tentative agreement on a successor collective bargaining agreement with the American Federation of Teachers – Yakima, effective July 1, 2015 through June 30, 2018.

RECOMMENDATION:

That the Board of Trustees adopts a motion to authorizing the President to execute the 2015 / 2018 collective bargaining agreement with the American Federation of Teachers - Yakima representing faculty.

MOTION: _____
VOTE: Ayes _____
Nays _____
Abstentions _____
SECOND: _____
Carried _____
Defeated _____
ACTION ITEM

☑ Regular Meeting
☐ Special Meeting

Requested by: Linda Kaminski
Presented by: Linda Kaminski
Motion No.: 16-03-06

Citation: RCW 28B.10.650 and Article 15.2 of the AFT-Y Agreement

SUBJECT: Sabbatical Leave Recommendation

BRIEF:

In accordance with our negotiated faculty agreement, a Faculty Sabbatical Leave Committee was convened to review requests for sabbatical leave. I have met with the Sabbatical Leave Committee and the applicants, and I am pleased to recommend to the Board of Trustees a one-quarter sabbatical for Dan Peters and Shannon Hopkins.

Mr. Dan Peters plans to visit London, England to learn more about the life and work of William Shakespeare. He plans to tour the Globe and the Rose theatres, Stratford on Avon, and the Royal Shakespeare Company. He will research curriculum to be used in the English Department for English 270, Intro to Shakespeare and English 271, Shakespeare in Ashland.

Ms. Shannon Hopkins plans, if circumstances allow it, to travel for readings after publication of her first novel, Entangled Time, currently being marketed to publishers. Ms. Hopkins alternate plan would consist of research and develop of Orleanna and Obadiah, the second novel in the series.

RECOMMENDATION:

That the Board of Trustees approves, for the 2016-2017 academic year, a one-quarter sabbatical leave each for Dan Peters and Shannon Hopkins; provided that each instructor negotiates a contract with the college covering the time frame for the leave and the activities to be conducted during and after the sabbatical.

MOTION: ________

VOTE: Ayes ________
Nays ________
Abstentions ________

SECOND: ________
Carried ________
Defeated ________
Past events:

**February 25: V-Fest**
This V-day event has been an annual event for at least 14 years. For the last two years YVCC has put our own spin on this event and called it V-fest. This event has usually been partnered with the Vagina Monologues, but this year it was more geared towards awareness. There were many organizations around the Valley that attended for educational purposes, pizza was served, and a raffle was held for the students who attended the most booths. Around 300 people attended.

**February 27: Student Governance Summit**
Central Washington University’s student government invited student leaders throughout the higher education institutions to talk about common problems at our respective campuses. Collectively we identified and then constructed a Memorandum of Understanding (MOU) that will guide our efforts in making our campuses more diverse. This MOU is designed to keep student leaders focused with the mentality of “students first”.

**February: Skills USA**
During the month of February, seven of our automotive students, and their advisor Murray Ruggles attended the Skills USA competition. There were 120 people there, and all but one student from Yakima medaled. We would like to get more students from each program to go each year to represent YVCC.

**February 15-19: KCACTF Drama Festival**
Around 20 YVCC students attended this festival in Denver, Colorado which had more than 5,000 people. It was great to have students to represent YVCC, and to allow our students the opportunity to expand their skills in drama.

Upcoming events:

**March 29: Cesar Chavez Blood Drive**
ASYVCC and M.E.Ch.A will be hosting the Cesar Chavez blood drive from 12:00pm-5:00pm in the HUB. Our last couple of blood drives have been successful, and we even received a plaque this quarter for exceeding our anticipated amount of blood.

**March 14-17: Finals Week Snacks**
ASYVCC will be handing out snacks for finals week to ensure that our students have some brain glucose for their finals. This is to ensure that students are in the best shape to take their test.

**March 19-23: Alliance of Hispanic Serving Institution Educators (AHSIE)**
At the request of the Vice President for Instruction and Student Services and faculty member Wilma Dulin, ASYVCC selected two students to attend the 8th annual AHSIE best practices conference. Students will be able to partner up with other members from across the country and share feedback from what is happening in other institutions. These students will also come back with the knowledge on how our institution can implement proven strategies that can maximize our grant funding.
Grandview Student Council  
Board of Trustees Report  
March, 2016

Completed Events

**Blood Drive** – February 2, 2016  
YVCC GSC partnered with American Red Cross to give YVCC students the opportunity to donate blood. Grandview Campus students donated 16 units of blood equating to 48 lives impacted.

**D-Talks** – February, 11 2016 & March 3, 2016 - Mass Incarcerations and Refugees  
Drs. Champagne and Dieu, discussed mass incarcerations in the U.S which was offered via I-TV with Yakima to allow Grandview Campus students to participate in this event. Dr. Keith Reyes facilitated a discussion on the issue of refugees in the U.S. Both events were well attended, we had some great discussion, and a request for more of these types of events.

**Advising day**- February, 12 2016  
GSC hosted a Gaming Event in which we partnered with full-time faculty to help promote Advising Day. This event was intended to help bring students back to school for advising on Friday, February 12, 2016. We had a great turnout and will be working with Mr. Brian Patterson and advising faculty for future events.

**Non-Perishable Food Drive**- February 29, 2016- March 10, 2016  
GSC is partnering with Washington National Guard to coordinate a food drive. The food drive started on February 29, 2016. We are currently collecting non-perishable food items to donation to the Mabton Food Bank. We have drop boxes set up in various places on campus as well as in the community.

**Women’s Day**- March 8, 2016  
YVCC GSC is organizing an event to bring Joel Meyers, New York magician/comedian, to the YVCC Grandview Campus. We will celebrate Women’s Day by giving them a smile and a cookie and some break from classes as we head into the final days of the quarter.
## Activity Report

**February 2016**

### NEW HIRES:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position Title</th>
<th>Start Date</th>
<th>Division/Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>Felicitas Valdez</td>
<td>Workfirst Coordinator</td>
<td>3/7/2016</td>
<td>Basic Skills</td>
</tr>
<tr>
<td>Sophia Ferguson</td>
<td>Bilingual Office Assistant 3</td>
<td>3/16/2016</td>
<td>Student Services</td>
</tr>
<tr>
<td>Jessica Vigil</td>
<td>Program Specialist 2</td>
<td>4/1/2016</td>
<td>Student Services</td>
</tr>
</tbody>
</table>

### STAFF VACANCIES

<table>
<thead>
<tr>
<th>Position Title</th>
<th>Current Status</th>
<th>Vacancy #</th>
<th>Division/Department</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>ADMINISTRATIVE &amp; EXEMPT PROFESSIONAL:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accounting Manager</td>
<td>Interviews Scheduled</td>
<td>15-047</td>
<td>Administrative Services</td>
</tr>
<tr>
<td>Grant Budget Manager</td>
<td>Selecting Candidates for Interview</td>
<td>15-050</td>
<td>Instruction &amp; Student Services</td>
</tr>
<tr>
<td>Director – Budget Services</td>
<td>Reference Checks</td>
<td>15-057</td>
<td>Administrative Services</td>
</tr>
<tr>
<td><strong>CLASSIFIED:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bilingual Office Assistant 3</td>
<td>Accepting Applications</td>
<td>15-056</td>
<td>Basic Skills</td>
</tr>
<tr>
<td>Library and Archives</td>
<td>Screening Applications</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Paraprofessional 1</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Procurement &amp; Supply Support Specialist 1</td>
<td>Accepting Applications</td>
<td>16-006</td>
<td>Administrative Services</td>
</tr>
<tr>
<td>Office Assistant 3</td>
<td>Accepting Applications</td>
<td>16-007</td>
<td>Grandview Campus</td>
</tr>
<tr>
<td><strong>FACULTY:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Information Technology Networking Instructor</td>
<td>Interviews Scheduled</td>
<td>15-047</td>
<td>Workforce Education</td>
</tr>
<tr>
<td>Nutrition Instructor</td>
<td>Accepting Applications</td>
<td>16-002</td>
<td>Arts and Sciences</td>
</tr>
<tr>
<td>Aerospace Machine Technology Instructor</td>
<td>Accepting Applications</td>
<td>16-003</td>
<td>Workforce Education</td>
</tr>
<tr>
<td>Chemistry Instructor</td>
<td>Accepting Applications</td>
<td>16-004</td>
<td>Arts and Sciences</td>
</tr>
<tr>
<td>Economics Instructor</td>
<td>Accepting Applications</td>
<td>16-005</td>
<td>Arts and Sciences</td>
</tr>
</tbody>
</table>
## President’s Activities

### February 2016

### Meetings—Out of District

| Date       | Event Description                                    | A1 | A2 | A3 | A4 | A5 | A6 | A7 | A8 | A9 | B1 | B2 | B3 | B4 | B5 | B6 | C1 | C2 | C3 | C4 | C5 |
|------------|------------------------------------------------------|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|
| 2/8-2/11   | AACC/ACCT National Leg Summit DC                     |    |    |    |    |    |    |    |    |    | ●  |    |    |    |    |    |    |    |    |    |
| 2/25-2/26  | WACTC Meeting, Olympia WA                            | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  |

### Meetings—In College District

| Date       | Event Description                                    | A1 | A2 | A3 | A4 | A5 | A6 | A7 | A8 | A9 | B1 | B2 | B3 | B4 | B5 | B6 | C1 | C2 | C3 | C4 | C5 |
|------------|------------------------------------------------------|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|
| 2/2        | Yakima Rotary Club Meeting – Make up                 | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  |
| 2/3*       | Legislative Wake-Up Forum                            | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  |
| 2/18       | Yakima Rotary Club Meeting                           | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  |
| 2/18       | YVCC Board of Trustees’ Meeting                      | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  |
| 2/19       | WACTC Conference Call                                | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  |
| 2/22       | Student Senate Meeting                               | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  |
| 2/22       | All-College Employee Meeting                         | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  |
| 2/23       | Administrative Council Meeting                       | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  |
| 2/23       | Yakima Rotary Club Meeting – Make up                 | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  | ●  |

*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
Don't Forget!
Board of Trustees Meeting
March 9, 2026 - Wednesday

1. Get the introductions out of the way – quick!
2. Build the foundation - composition is the key
3. Explain any significant trends which might impact the college
4. What are some major projects / changes we are working on?
5. What should they expect next?
Don't Forget!
Board of Trustees Meeting
March 9, 2016 - Wednesday

1. Get the introductions out of the way - quick!
2. Build the foundation - cooperation is the key!
3. Explain any significant trends which might impact the college.
4. What are some major projects / changes we are working on?
5. What should they expect next?
Don't Forget!
Board of Trustees Meeting

March 9, 2016 - Wednesday

1. Get the introductions out of the way - quick!
2. Build the foundation - composition is the key!
3. Explain any significant trends which might impact the college.
4. What are some major projects / changes we are working on?
5. What should they expect next?
Human Resource Services Department

Mission Statement:

The Human Resource Services Department provides quality employment and professional development services to support a diverse learning centered institution in compliance with established Affirmative Action policies.

Who We Are:

Director - Mark Rogstad
Generalist - Jeannette Quintero
Generalist - Alma Ramirez
HRCA 1 - Heather Newman
HRCA2 - Yesenia Arias
Mission Statement:

The Human Resource Services Department provides quality employment and professional development services to support a diverse learning centered institution in compliance with established Affirmative Action policies.
Who We Are:

Director - Mark Rogstad
Generalist - Jeannette Quintero
Generalist - Alma Ramirez
HRCA 1 - Heather Newman
HRCA2 - Yesenia Arias
Alma Ramirez, Generalist. BS in Human Resources and BS in Accounting. Specializes in Leave Tracking, L & I, Unemployment, & Title IX Investigations.
Heather Newman, HRCA1. 10 years of HR experience specializing in file maintenance, data input and general triage.
Yesenia Arias, HRCA2. BA in Business with emphasis on Human Resources. Specializes in Benefits.
COMPOSITION ASSIGNMENT

Who Are We?

- Total Employment - 1,042
- Breakdown by Employment Group

Employment Trends

- Percent Classes Taught by Full-Time vs. Part-Time Faculty
- Staff Mix
- Diversity - NMC
- Diversity - Comparison
Who Are We?

- Total Employment - 1,096
- Breakdown by Employment Group
Total YVCC Employment

- Student: 26%
- Classified: 15%
- Faculty - Full-time: 13%
- Exempt: 3%
- Admin: 2%
- Hourly: 14%
- Faculty - Part-time: 24%
YVCC Full-Time Employees

- Faculty - Full-time: 39%
- Admin: 7%
- Exempt: 8%
- Classified: 46%
Employment Trends

- Percent Classes Taught by Full-Time v. Part-Time Faculty
- Staff Mix
- Diversity - YVCC
- Diversity - Comparison
Percent of Classes Taught by Full/Part Time Faculty

- Full-Time:
  - SBCTC AVG: 47%
  - YVCC: 56%

- Full-Time Moonlight:
  - SBCTC AVG: 7%
  - YVCC: 6%

- Part-Time:
  - SBCTC AVG: 46%
  - YVCC: 38%
## Human Resource Services
### Affirmative Action Workforce Profile
#### Interim 2015

<table>
<thead>
<tr>
<th>JOB GROUPS</th>
<th>TOTAL ALL</th>
<th>TOTAL FEMALE</th>
<th>AFRICAN AMERICAN</th>
<th>HISPANIC</th>
<th>ASIAN</th>
<th>NATIVE AMERICAN</th>
<th>DISABLED</th>
<th>OVER 40</th>
<th>VIET VET</th>
<th>DISABLED VETERAN</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Executive, Administrative,</td>
<td># 28</td>
<td># 42.9%</td>
<td># 7</td>
<td># 2</td>
<td># 1</td>
<td># 1</td>
<td># 3.6%</td>
<td># 82.1%</td>
<td># 0.0%</td>
<td># 3.6%</td>
</tr>
<tr>
<td>and Managerial</td>
<td>% 100.0%</td>
<td>% 100.0%</td>
<td>% 25.0%</td>
<td>% 7.1%</td>
<td>% 0.0%</td>
<td>% 0.0%</td>
<td>% 3.6%</td>
<td>% 0.0%</td>
<td>% 0.0%</td>
<td>% 3.6%</td>
</tr>
<tr>
<td>2. Faculty</td>
<td># 135</td>
<td># 80</td>
<td># 17</td>
<td># 3</td>
<td># 2</td>
<td># 1</td>
<td># 5</td>
<td># 107</td>
<td># 3</td>
<td># 3.7%</td>
</tr>
<tr>
<td>% 100.0%</td>
<td>% 59.3%</td>
<td>% 0.0%</td>
<td>% 12.6%</td>
<td>% 2.2%</td>
<td>% 1.5%</td>
<td>% 1.5%</td>
<td>% 0.7%</td>
<td>% 0.7%</td>
<td>% 0.7%</td>
<td>% 0.7%</td>
</tr>
<tr>
<td>3. Professional</td>
<td># 34</td>
<td># 23</td>
<td># 10</td>
<td># 1</td>
<td># 1</td>
<td># 1</td>
<td># 1</td>
<td># 18</td>
<td># 0.0%</td>
<td># 2.9%</td>
</tr>
<tr>
<td>Non-Faculty</td>
<td>% 100.0%</td>
<td>% 67.6%</td>
<td>% 29.4%</td>
<td>% 2.9%</td>
<td>% 0.0%</td>
<td>% 0.0%</td>
<td>% 0.0%</td>
<td>% 0.0%</td>
<td>% 0.0%</td>
<td>% 0.0%</td>
</tr>
<tr>
<td>4. Secretarial,</td>
<td># 77</td>
<td># 67</td>
<td># 25</td>
<td># 2</td>
<td># 2</td>
<td># 2</td>
<td># 1</td>
<td># 1</td>
<td># 0.0%</td>
<td># 1.3%</td>
</tr>
<tr>
<td>Clerical</td>
<td>% 100.0%</td>
<td>% 87.0%</td>
<td>% 32.5%</td>
<td>% 2.6%</td>
<td>% 0.0%</td>
<td>% 0.0%</td>
<td>% 0.0%</td>
<td>% 0.0%</td>
<td>% 0.0%</td>
<td>% 0.0%</td>
</tr>
<tr>
<td>5. Technical,</td>
<td># 39</td>
<td># 27</td>
<td># 11</td>
<td># 5</td>
<td># 2</td>
<td># 1</td>
<td># 2</td>
<td># 22</td>
<td># 1</td>
<td># 5.1%</td>
</tr>
<tr>
<td>Paraprofessional</td>
<td>% 100.0%</td>
<td>% 69.2%</td>
<td>% 28.2%</td>
<td>% 5.1%</td>
<td>% 0.0%</td>
<td>% 0.0%</td>
<td>% 2.6%</td>
<td>% 2.6%</td>
<td>% 2.6%</td>
<td>% 2.6%</td>
</tr>
<tr>
<td>6. Skilled Craft</td>
<td># 7</td>
<td># 0</td>
<td># 3</td>
<td># 2</td>
<td># 1</td>
<td># 1</td>
<td># 0.0%</td>
<td># 100.0%</td>
<td># 14.3%</td>
<td># 0.0%</td>
</tr>
<tr>
<td>% 100.0%</td>
<td>% 0.0%</td>
<td>% 0.0%</td>
<td>% 42.9%</td>
<td>% 0.0%</td>
<td>% 0.0%</td>
<td>% 0.0%</td>
<td>% 0.0%</td>
<td>% 0.0%</td>
<td>% 0.0%</td>
<td>% 0.0%</td>
</tr>
<tr>
<td>7. Service Maintenance</td>
<td># 35</td>
<td># 0</td>
<td># 9</td>
<td># 9</td>
<td># 0</td>
<td># 0</td>
<td># 0.0%</td>
<td># 26</td>
<td># 2</td>
<td># 0.0%</td>
</tr>
<tr>
<td>% 100.0%</td>
<td>% 0.0%</td>
<td>% 0.0%</td>
<td>% 25.7%</td>
<td>% 0.0%</td>
<td>% 0.0%</td>
<td>% 0.0%</td>
<td>% 0.0%</td>
<td>% 0.0%</td>
<td>% 0.0%</td>
<td>% 0.0%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>GRAND TOTAL</th>
<th>355</th>
<th>209</th>
<th>82</th>
<th>2</th>
<th>2</th>
<th>19</th>
<th>44</th>
<th>5</th>
<th>4</th>
<th>4</th>
<th>2</th>
<th>10</th>
<th>258</th>
<th>9</th>
<th>1</th>
</tr>
</thead>
<tbody>
<tr>
<td>GRAND TOTAL%</td>
<td>100.00%</td>
<td>58.87%</td>
<td>23.10%</td>
<td>0.56%</td>
<td>0.56%</td>
<td>5.35%</td>
<td>12.39%</td>
<td>1.41%</td>
<td>1.13%</td>
<td>1.13%</td>
<td>0.56%</td>
<td>2.82%</td>
<td>72.68%</td>
<td>2.54%</td>
<td>0.28%</td>
</tr>
</tbody>
</table>
Technology Changes

- New Special Unpaid Leave Reporting
- New Insurance Coverage Reporting
- Settlement of Mader Class Action (Insuracne Case)
- Preparing for CTCLink
- Training of Personnel for Technology Changes
Title IX Activities and Investigations

Prevention:
- Campus Clarity & Lawroom Trainings
- President’s Summit on Sexual Harassment & Sexual Assault
- State Mandated Surveys

Investigation & Adjudication:
- Investigations include:
  - Harassment
  - Stalking
  - Cyber-Stalking
  - Assault
  - Sexual Assault
- Adjudication includes:
  - No Cause / Preponderance
  - Informal resolution
  - Referral for student discipline - WPC 1336
  - Referral for discipline under applicable CBA
Prevention:

- Campus Clarity & Lawroom Trainings
- President’s Summit on Sexual Harassment & Sexual Assault
- State Mandated Surveys
Investigation & Adjudication:

Investigations include:
- Harassment
- Stalking
- Cyber-Stalking
- Assault
- Sexual Assault

Adjudication includes:
- No Cause / Preponderence
- Informal resolution
- Referral for student discipline - WAC 132P
- Referral for discipline under applicable CBA
Projects In Progress

SBCTC Taskforce on Sexual Assault Survey (SB 5518)

Title IX Training

Automation of Timesheets for Hourly Employees & Students

Projects In Progress

Department Reorganizations

Revision to Fair Labor Standards Act

Collective Bargaining Agreement Schedule
APPENDIX B –FULL TIME FACULTY COMPENSATION – SEE ALSO ARTICLE 10

B.1 - Faculty Salary Range: Effective July 1, 2015, the salary scale for full-time faculty shall be increased by one and eight-tenths percent (1.8%), which shall be distributed as an equal dollar amount of one-thousand-fifty-six dollars per year ($1,056) for all full-time academic employees.

In addition, funds equivalent to another one and two-tenths percent (1.2%) percent shall be distributed to specific individuals in the form of incremental movement as provided in a Letter of Understanding provided to the AFT-Y President. The number of salary steps shall be reduced from eighteen (18) to seven (7), with any employee not receiving an incremental raise effective 7/1/15 grandfathered until their salary coincides with a step on the revised schedule.

<table>
<thead>
<tr>
<th>Effective 7/1/13 Salary Schedule</th>
<th>Effective 7/1/15 Salary Schedule</th>
<th>Effective 7/1/16 Salary Schedule</th>
</tr>
</thead>
<tbody>
<tr>
<td>S1 $62,109</td>
<td>S1 $63,165</td>
<td>See B.1.2 – Scale to be increased by One and Eight Tents (1.8%)</td>
</tr>
<tr>
<td>S2 $61,274</td>
<td>S2 $62,056</td>
<td>Percent Distributed as an Equal Dollar</td>
</tr>
<tr>
<td>S3 $60,439</td>
<td>S3 $61,056</td>
<td>Amount to All Full-Time Faculty</td>
</tr>
<tr>
<td>S4 $60,411</td>
<td>S4 $60,056</td>
<td></td>
</tr>
<tr>
<td>S5 $60,051</td>
<td>S5 $59,056</td>
<td></td>
</tr>
<tr>
<td>S6 $59,991</td>
<td>S6 $58,056</td>
<td></td>
</tr>
<tr>
<td>S7 $59,745</td>
<td>S7 $57,056</td>
<td></td>
</tr>
<tr>
<td>S8 $58,749</td>
<td></td>
<td></td>
</tr>
<tr>
<td>S9 $58,719</td>
<td></td>
<td></td>
</tr>
<tr>
<td>S10 $58,658</td>
<td></td>
<td></td>
</tr>
<tr>
<td>S11 $58,413</td>
<td></td>
<td></td>
</tr>
<tr>
<td>S12 $57,887</td>
<td></td>
<td></td>
</tr>
<tr>
<td>S13 $57,831</td>
<td></td>
<td></td>
</tr>
<tr>
<td>S14 $57,326</td>
<td></td>
<td></td>
</tr>
<tr>
<td>S15 $57,080</td>
<td></td>
<td></td>
</tr>
<tr>
<td>S16 $56,813</td>
<td></td>
<td></td>
</tr>
<tr>
<td>S17 $56,498</td>
<td></td>
<td></td>
</tr>
<tr>
<td>S18 $55,747</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Don't Forget!
Board of Trustees Meeting

March 9, 2016 - Wednesday

1. Get the introductions out of the way - quick!
2. Build the foundation - composition is the key
3. Explain any significant events which might impact the college
4. What are some major projects/changes we are working on?
5. What should they expect next?
Don't Forget!
Board of Trustees Meeting
March 9, 2026 - Wednesday

1. Get the introductions out of the way - quick!
2. Build the foundation - composition is the key.
3. Explain any significant trends which might impact the college.
4. What are some major projects / changes we are working on?
5. What should they expect next?
Don’t Forget!
Board of Trustees Meeting

March 9, 2016 - Wednesday

1. Get the introductions out of the way – quick!
2. Build the foundation - cooperation is the key
3. Explain any significant trends which might impact the college
4. What are some major projects / changes we are working on?
5. What should they expect next?
Don't Forget!
Board of Trustees Meeting

March 9, 2016 - Wednesday

1. Get the introductions out of the way - quick!
2. Build the foundation - composition is the key!
3. Explain any significant trends which might impact the college.
4. What are some major projects / changes we are working on?
5. What should they expect next?
Human Resource Services Department

Mission Statement:

The Human Resource Services Department provides quality employment and professional development services to support a diverse learning centered institution in compliance with established Affirmative Action policies.

Who We Are:

Director - Mark Rogstad
Generalist - Jeanette Quintero
Generalist - Alma Ramirez
HRCA 1 - Heather Newman
HRCA2 - Yesenia Arias
Mission Statement:

The Human Resource Services Department provides quality employment and professional development services to support a diverse learning centered institution in compliance with established Affirmative Action policies.
Who We Are:

Director - Mark Rogstad
Generalist - Jeannette Quintero
Generalist - Alma Ramirez
HRCA 1 - Heather Newman
HRCA2 - Yesenia Arias
Alma Ramirez, Generalist. BS in Human Resources and BS in Accounting. Specializes in Leave Tracking, L & I, Unemployment, & Title IX Investigations.
Heather Newman, HRCA1. 10 years of HR experience specializing in file maintenance, data input, and general triage.
Yesenia Arias, HRCA2. BA in Business with emphasis on Human Resources. Specializes in Benefits.
COMPOSITION ASSIGNMENT

Who Are We?

- Total Employment - 1,046
- Breakdown by Employment Group

Employment Trends

- Percent Classes Taught by Full-Time vs. Part-Time Faculty
- Staff Mix
- Diversity - YUC
- Diversity - Comparison
Who Are We?

- Total Employment - 1,096
- Breakdown by Employment Group
Employment Trends

- Percent Classes Taught by Full-Time v. Part-Time Faculty
- Staff Mix
- Diversity - YVCC
- Diversity - Comparison
Percent of Classes Taught by Full/Part Time Faculty

- **Full-Time**: SBCTC AVG: 56%, YVCC: 47%
- **Full-Time Moonlight**: SBCTC AVG: 7%, YVCC: 6%
- **Part-Time**: SBCTC AVG: 46%, YVCC: 38%
Staffing Mix - YVCC v. SBCTC Average (FTE)
2014 / 2015

- Classified: Yakima 31%, SBCTC Avg 29%
- Administrative: Yakima 5%, SBCTC Avg 6%
- Prof/Tech: Yakima 9%, SBCTC Avg 12%
- Faculty FTE: Yakima 55%, SBCTC Avg 53%
**Human Resource Services**  
**Affirmative Action Workforce Profile**  
**Interim 2015**

<table>
<thead>
<tr>
<th>JOB GROUPS</th>
<th>TOTAL ALL</th>
<th>TOTAL FEMALE</th>
<th>TOTAL POC AFRICAN AMERICAN</th>
<th>HISPANIC</th>
<th>ASIAN</th>
<th>NATIVE AMERICAN</th>
<th>DISABLED</th>
<th>OVER 40</th>
<th>VIET VET</th>
<th>DISABLED VETERAN</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Executive, Administrative, and Managerial</td>
<td>28</td>
<td>12</td>
<td>7</td>
<td>2</td>
<td>4</td>
<td>1</td>
<td>1</td>
<td>23</td>
<td>0.0%</td>
<td>3.6%</td>
</tr>
<tr>
<td>2. Faculty</td>
<td>135</td>
<td>80</td>
<td>17</td>
<td>2</td>
<td>3</td>
<td>7</td>
<td>2</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>3. Professional</td>
<td>34</td>
<td>23</td>
<td>10</td>
<td>1</td>
<td>7</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>0.0%</td>
<td>1.3%</td>
</tr>
<tr>
<td>4. Secretarial, Clerical</td>
<td>77</td>
<td>67</td>
<td>25</td>
<td>2</td>
<td>21</td>
<td>2</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>5. Technical, Paraprofessional</td>
<td>39</td>
<td>27</td>
<td>11</td>
<td>2</td>
<td>5</td>
<td>2</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>6. Skilled Craft</td>
<td>7</td>
<td>0</td>
<td>3</td>
<td>3</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td>7. Service Maintenance</td>
<td>35</td>
<td>0</td>
<td>9</td>
<td>9</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td><strong>GRAND TOTAL</strong></td>
<td><strong>355</strong></td>
<td><strong>209</strong></td>
<td><strong>82</strong></td>
<td><strong>19</strong></td>
<td><strong>44</strong></td>
<td><strong>5</strong></td>
<td><strong>10</strong></td>
<td><strong>258</strong></td>
<td><strong>9</strong></td>
<td><strong>1</strong></td>
</tr>
<tr>
<td><strong>GRAND TOTAL %</strong></td>
<td><strong>100.00%</strong></td>
<td><strong>58.87%</strong></td>
<td><strong>23.10%</strong></td>
<td><strong>5.35%</strong></td>
<td><strong>12.39%</strong></td>
<td><strong>1.41%</strong></td>
<td><strong>1.13%</strong></td>
<td><strong>1.13%</strong></td>
<td><strong>0.56%</strong></td>
<td><strong>2.82%</strong></td>
</tr>
</tbody>
</table>
Technology Changes

- New Special Unpaid Leave Reporting
- New Insurance Coverage Reporting
- Settlement of Wider Class Action
- Training of Personnel for Technology Changes
- Preparing for CCI\textsuperscript{2}Link
Title IX Activities and Investigations

Prevention:
- Campus Clarity & Lawroom Trainings
- President’s Summit on Sexual Harassment & Sexual Assault
- State Mandated Surveys

Investigation & Adjudication:
- Investigations include:
  - Harassment
  - Stalking
  - Cyber-Stalking
  - Assault
  - Sexual Assault

- Adjudication includes:
  - No Cause / Preponderance
  - Informal resolution
  - Referral for student discipline - VPC 1365
  - Referral for discipline under applicable CBA
Prevention:

- Campus Clarity & Lawroom Trainings
- President’s Summit on Sexual Harassment & Sexual Assault
- State Mandated Surveys
Investigation & Adjudication:

Investigations include:
- Harassment
- Stalking
- Cyber-Stalking
- Assault
- Sexual Assault

Adjudication includes:
- No Cause / Preponderence
- Informal resolution
- Referral for student discipline - WAC 132P
- Referral for discipline under applicable CBA
Projects In Progress

SBCTC Taskforce on Sexual Assault Survey (SB 5518)

Title IX Training

Automation of Timesheets for Hourly Employees & Students

Projects In Progress

Department Reorganizations

Revision to Fair Labor Standards Act

Collective Bargaining Agreement Schedule
APPENDIX B – FULL TIME FACULTY COMPENSATION – SEE ALSO ARTICLE 10

B.1 - Faculty Salary Range: Effective July 1, 2015, the salary scale for full-time faculty shall be increased by one and eight-tenths percent (1.8%), which shall be distributed as an equal dollar amount of one-thousand-fifty-six dollars per year ($1,056) for all full-time academic employees.

In addition, funds equivalent to another one and two-tenths percent (1.2%) percent shall be distributed to specific individuals in the form of incremental movement as provided in a Letter of Understanding provided to the AFT-Y President. The number of salary steps shall be reduced from eighteen (18) to seven (7), with any employee not receiving an incremental raise effective 7/1/15 grandfathered until their salary coincides with a step on the revised schedule.

<table>
<thead>
<tr>
<th>Effective 7/1/13 Salary Schedule</th>
<th>Effective 7/1/15 Salary Schedule</th>
<th>Effective 7/1/16 Salary Schedule</th>
</tr>
</thead>
<tbody>
<tr>
<td>S1 $62,109</td>
<td>S1 $63,165</td>
<td>See B.1.2 – Scale to be increased by One and Eight Tenths (1.8%)</td>
</tr>
<tr>
<td>S2 $61,274</td>
<td>S2 $62,056</td>
<td>Percent Distributed as an Equal Dollar Amount to All Full-Time Faculty</td>
</tr>
<tr>
<td>S3 $60,439</td>
<td>S3 $61,056</td>
<td></td>
</tr>
<tr>
<td>S4 $60,411</td>
<td>S4 $60,056</td>
<td></td>
</tr>
<tr>
<td>S5 $60,051</td>
<td>S5 $59,056</td>
<td></td>
</tr>
<tr>
<td>S6 $59,991</td>
<td>S6 $58,056</td>
<td></td>
</tr>
<tr>
<td>S7 $59,745</td>
<td>S7 $57,056</td>
<td></td>
</tr>
<tr>
<td>S8 $58,749</td>
<td></td>
<td></td>
</tr>
<tr>
<td>S9 $58,719</td>
<td></td>
<td></td>
</tr>
<tr>
<td>S10 $58,658</td>
<td></td>
<td></td>
</tr>
<tr>
<td>S11 $58,413</td>
<td></td>
<td></td>
</tr>
<tr>
<td>S12 $57,887</td>
<td></td>
<td></td>
</tr>
<tr>
<td>S13 $57,831</td>
<td></td>
<td></td>
</tr>
<tr>
<td>S14 $57,326</td>
<td></td>
<td></td>
</tr>
<tr>
<td>S15 $57,080</td>
<td></td>
<td></td>
</tr>
<tr>
<td>S16 $56,813</td>
<td></td>
<td></td>
</tr>
<tr>
<td>S17 $56,498</td>
<td></td>
<td></td>
</tr>
<tr>
<td>S18 $55,747</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Don't Forget!
Board of Trustees Meeting
March 9, 2016 - Wednesday

1. Get the introductions out of the way - quick!
2. Build the foundation - comparison is the key
3. Explain any significant trends which might impact the college
4. What are some major projects / changes we are working on?
5. What should they expect next?