



General Board Meeting Minutes: October 05, 2021

Note Taker: Linda Brannock

Attendees: Adrienne Carlos, Katherine Anderson, Wyatt Brannock, Linda Brannock, Julie Galgano, Shannon Johns, Nicole Mangelsdorf, Emily Weinacker, Kelsey Rumsey,

Vice President's update – Shannon Johns

- **Policy Review Committee**
 - Gov board is coming out with new policies, so ELT is looking into which policies need to be sunset and which are still relevant or need separate policies vs procedures.
 - Human Resources is moving YC policies into a different tool called Policy Stat.
 - If we have any policy suggestion or changes, please send them to Julie.
- **Strategic Planning Committee**
 - Currently 17 people are reviewing each other's strategic plans
 - In the 10/5/21 meeting the team discussed: Retention, IT, and Recruitment Strategic Plans.
 - The Strategic plan for 25% enrollment on Hispanic ethnicity is currently at 23%. With the new request for updating ethnicity in progress this goal could be met.

ELT Update – Emily Weinacker

- Emily discussed the proposed new annual increase idea of Gainshare
 - Last April Gov board approved across the board 3% raises. However, some members indicated they would not continue to support future increases. The board discussed pay for performance and merit increases as possible ways to justify increases.
 - The ELT is moving forward a discussion of a different method of determining annual increases which need board approval each year.
 - One proposal is called Gainsharing which attaches compensation to strategic goal attainments.
 - Emily suggested we could set meets or exceeds target goals in which employees could get increases or bonuses depending on which strategic assigned goals were met. The more goals met the higher increase.
 - Emily asked the group for suggestion on what measures the team would like to see to be introduced with the proposal for Governing Board consideration.
 - When YCSA last discussed, suggested ideas were 4% to include a 2% cost of living raise with an additional incentive of 2% available for meeting the selected strategic goals. This idea is being considered by ELT.
 - Emily suggested incentives could include Enrollment, Retention, or Completions.
 - Emily asked what we think about the Gainshare proposal?



- The group discussed how they see this Gainshare idea and how it would impact each area.
- Concerns from members included that some employees have more of a community member focus rather than a student focus, so the concern would be they would impact some of the college goals for impact students.
- Emily challenges each team member to think about how they could contribute to meeting the college goals.
- The team will think of ways they can be in a support position for impacting students to meet the college Gainshare goals for future discussion.

Budget Request progress – Lee Ann Walker

- Winter celebration Committee: the budget is currently being developed
- Professional Development Committee reported there is no need for a budget at this time.
- Professional Growth Committee – will create a budget to send to Emily for use of Professional Development funds ear marked for college wide needs.
- Communication Team: Kelsey is waiting to hear back from Shannon to see if there is a need for a budget
- Awards Committee: Jenn asked if The YC Way Awards Luncheon needs a budget and official function form? Yes, so Jenn will create the budget and send it to Lee Ann.

Committee Updates:

Prescott Events – Linda Brannock

- The Winter Celebration will be held in person, December 10, 11:30 am - 1:30 pm, 19-147
- Theme will be "Rocking Around the YC Tree" and the service project will be a Salvation Army Angel Trees, and toy drive.
- Dr. Rhine has asked for an Ugly Sweater Contest with prizes, and more surprises in store but they will be kept a surprise until the event.
- Next meeting will be October 12, 2021

Verde Events – Sophia Zarifis-Russell

- Linda reported for Sophia
- Verde's Winter Celebration will be held on December 3, 2021, in the evening
- The event will be either held at the Southwest Wine Center, or Bld. M
- Decoration will be shared and a team from Prescott will assist with the set up.
- Linda will bring the Angel Tree gifts and decorations all back to the Prescott Campus for the Salvation Army to pick up after the Prescott Event.

Awards Committee – Jenn Zimmerman

- High Five Awards
 - Awards are going out printed or via email
 - Instead of the chocolate with have a ruff magnet with ruff giving a high five



- YC Way Awards
 - Jenn announced that the Marketing for the YC Way awards is working, and she has 15 new nominations to work on.
 - A Video with Ruff will be out soon via duck soup and will also be on Facebook.
 - The nomination deadline is November 15, 2021
- Retirements
 - Jenn shared that Frames are in for retirement awards,
 - Events attended include: Becky Goldsmith, and Karen Leja's

Communication Committee – Tim Diesch/Kelsey Rumsey

- Kelsey shared that YCSA webpages are being updated
- The Newsletter Team got 2 more committee members who can help with the upcoming Nov 17 newsletter.
- With more members were able to share responsibilities
- The committee is updating YCSA Broadcast Policies to bring to the board for approval

Professional Growth Committee – Charlotte Dunnigan

- The committee is continuing work on the application process and have a testing group testing its process.
- The group is also working on a new FAQ sheet to be included in the digital application to answer questions about the application process.
- The digital application will be sent out via a YC Broadcast and in the YCSA New letter.
- Wyatt Brannock shared he is now a full time Yavapai College employee with HR and located in the President's office and will be the new HR Rep joining the Roger Runyan committee.

Professional Development Committee – Katherine Anderson

- Katherine shared the Professional Development Day Event will be a virtual event
- Biggest situation for the team is coming up with a date that does not conflict with other college events.
- The team talked about different dates that would work for the event.
- Future planning will be to send out an open-ended survey looking for suggestion for what staff would like to see at the virtual event.

Next Meeting Date: November 2, 2021, 1-2pm