



Date: 2/7/2023

Minutes

General Meeting

Zoom link: <https://yavapai.zoom.us/j/3521286681>

2pm-3pm

In attendance: Julie Galgano, Ginney Bilbray, Linda Chalcraft, Susanne Baker, Shannon Johns, Layla Tenney, Sarah Southwick, Deanna Mooney, Nicole Mangelsdorf, Janet Nix, Ustadza White, Leslie Sparkman, Kelsey Rumsey, Cheryl Williams, Shanna Collier, Linda Brannock, Charlotte Dunnigan, Nina Florez

College Council and College Council Committees update

Julie Galgano

- Introduced Janet Nix, new mentor for YCSA
- College Council approved nomination process and representative service
- Reminded the committee that her term as president is up at the end of June this year
- Nominations for Treasurer and College council representative
 - Check the YCSA broadcast for information on the nomination and election process.
- 2024/2025 Academic calendar approved
 - Includes 4-day break in the fall for students – faculty will still work
 - Same break has been inserted into the 2023/2024 schedule
 - Discussion followed regarding number of days off and the requirement for 8 Saturdays before the break
- Budget workshop open to everyone on 2/24 at the Rock House from 9am-4pm

Ustadza White

- Curriculum
 - Modifications to ECE program (deletion) approved
 - Performing arts classes dealing with ballet passed
 - Philosophy 232 regarding bachelors program was approved
 - Questions regarding blocking the class if the student is not in the bachelors program

Kelsey Rumsey given by Julie Galgano

- Instruction

- Instruction committee charter has been updated
- Received presentation from Joanie Fisher on bachelor program
- HLC commission visit week of December 12th
- Review of new End of year survey for faculty to give to students; trying to implement fall 23
 - We don't know if this is a revision or in addition to existing survey

Kelsey Rumsey

- No update from the instruction committee as they have not yet met
- New course survey being added to canvas shells
 - Fewer questions on survey than previously
 - Survey is not mandatory

Ginney Bilbray

- Strategic planning
 - Committee had a retreat with Dr. Ryan in attendance
 - Focus on virtual reality and environmental scan demographics
 - Conducted SWAT exercise
 - Identified employee passion as a strength, visionary president, and fantastic facilities
 - Identified communication and clarity of processes as weakness as well as DOE moving slowly and limited future job opportunities in the county, and housing.
 - Strategic initiatives report coming out soon
 - Expand the health sciences program
 - Explore and expand use of AI and VR
 - Grow competency based courses
 - Expand non-credit to credit courses

Sarah Southwick

- Gen Ed
 - Upcoming AGECE (Arizona General Education Credits) revisions
 - Presentations to be made to the divisions with feedback to Arizona transfer by 4/1/23 after steering committee review
 - Revisions need to be in place and curriculum ready for academic year 2026
 - Gen ed assessment in the current cycle
 - Still gathering student work products for the last set
 - Will require review
 - Still moving forward with critical thinking

Shannon Johns

- Focusing on enrollment and retention
- Trying to focus on why students are dropping, how to retain them
- Trying to determine if staff and advising can do more

Sarah Southwick

- Assessment
 - Talked about institutional learning outcomes
 - Asking faculty to start mapping them

- One learning outcome is social responsibility, which is hard to define, so a revisit of the definition has been discussed and will be send up for review
- Some faculty have not turned in their assessment plans and curriculum maps for the year
- Assessment day agenda in fall – beginning discussion

Leslie Sparkman-given by Julie Galgano

- Policy Review
 - Bereavement policy change was approved with one change to the language around “child” and “parent”
 - Employee classification and status policy change was approved
 - Hazing policy up for review and feedback

Janet Nix

- ELT Update
 - YCSA has already discussed the strategic changes
 - HLC Celebration happened on 2/2/23 – hopefully everyone was able to attend and enjoy

YCSA Committee Updates

Several links for our committees are no longer working or have changed...please check your links are working

- Communication
 - Has not met yet, but articles for the newsletters are due by the 6th
- Awards
 - No current chair, being run by Nicole and Shannon
 - Currently focusing on high 5
 - Jot form has glitches which are being resolved (affects PDF formatting mostly)
 - January award submittals were in the Low 30s
 - Award winner information sent to JerryZ for website updates
 - High 5 magnets are almost gone, more on order
 - The awards page has been updated
- Events
 - Years of service starts during winter celebration
 - Usually time starts in January
 - 7 people on the planning committee
 - President has approved dates for celebration for both campuses.
 - Verde Campus April 6 at 11 am
 - Prescott Campus April 7 at 10am
 - Already have ideas for themes
 - 35 year recipient (Tania)
 - Two retirements in April, one in May, one in August

- Discussion followed regarding how years of service are calculated and if part time employees can be included
- Professional Growth
 - Some employees have not used their full amount
 - If you have Professional Development planned, please apply
 - Have to complete training or travel by 5/15/23
 - Turn in travel documentation quickly to prevent hiccups with the business office
 - Goal is to disperse 100% of the funds each year
 - 50% increase for next year requested, but not yet approved
 - A question was asked if funds were ever denied due to lack of funds – it hasn't happened yet, and we communicate when funds have been depleted and when available again
 - Supervisors have to agree that the activity is beneficial to that person's role in the department, sometime supervisor's do not agree
 - Sometimes the department has funds for the professional development, so the request does not make it to the team
- Professional Development Day
 - High level review of the Professional Development Day Survey
 - Social networking group did great research – have ideas for the giveaway – vote next meeting
 - Speaker liaison group announced 2 keynote speakers – Peter Felton and Christina Wozniak
- Safety Committee
 - Parking notification work with marketing and printing is completed and will go out in the district to raise awareness of how backing vehicles into parking spots can hinder people with mobility restrictions
 - Press release coming out soon regarding YC partnership with Good Sam Legacy home health to provide stop the bleed training – free of charge
 - The safety committee would like to have a presence at beginning of semester event at each main campus
- From the Departments
 - Starting to book summer camps and conferences
 - Recruitment getting out to community more – not just schools – worked with GED program and developed 4 step training session
 - Schedule building process has begun – new programs are going to be available
 - Spring and fall schedule to be released in 25 live very soon
 - Questions regarding Blue Cross/Blue Shield announcement – expect an agreement to be announced sooner or later
 - Final approval has not yet been received regarding the bachelors program

Executive Board Meeting:
3pm-4pm

- Board Discussed:
 - Lack of convocation, what other options for all hand's meeting.
 - Request for removal from DGB Agenda