

## MINUTES

### WASHINGTON STATE COMMUNITY COLLEGE DISTRICT 17 BOARD OF TRUSTEES REGULAR MEETING

**Present:** Carol Landa-McVicker (chair), Betty McInturff, Helen Malone, and Ben Cabildo. Also present were Gary A. Livingston, Linda McDermott, Greg Stevens, Anne Tucker, Maureen McGuire, Steve Hanson, Mark Palek, S. James Perez, Carla Naccarato-Sinclair, Mita Sen, John Hernandez, Mary Ann Nardecchia, Jim Lawrence, Rick Halverson, Aline Uber-Leslie, Marie Goetz, Tim McLean, Francine Rivera and Christine Pearl (recorder)

**Guests:** Greg Plummer, Connie Carlson, Dan Conley, Mary Harnetiaux, Lynn Holmes, Mary Ann Sharkey, Diane Kassinger, Maury Ray, Rich Tucker, Judy Noel, Amy Lopes-Wasson, Don Brunner

**Excused:** Tom Kneeshaw

### **CELEBRATING SUCCESS: SPOKANE FALLS COMMUNITY COLLEGE — A SUCCESSFUL COLLABORATION! A WIN! WIN! WIN!**

Spokane Falls Community College (SFCC) representatives Connie Carlson/Early Childhood Education Program, Judy Noel/Education Para Professional Program, and Mary Ann Sharkey/Physical Therapist Assistant Program, presented information on a collaborative program at the Riverside School District for special needs children ages birth to five years. Through this multi-disciplinary program, high school students are trained to increase therapeutic and educational interventions for the children, while they earn both high school and college credit for themselves. SFCC physical therapy and education students also work within the program, and benefit from the directly linked pathways to their future careers.

### **CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL**

The Board of Trustees of Washington State Community College District 17 held a regular meeting in the Falls Conference Room of Spokane Falls Community College, 3410 W. Fort George Wright Drive, Spokane, Washington, on Tuesday, February 8, 2005. Chair Carol Landa-McVicker called the meeting to order at 9:03 a.m., followed by the Pledge of Allegiance and roll call.

### **INTRODUCTIONS AND OPEN MICROPHONE**

No introductions were made and no one requested to speak at open microphone.

## APPROVAL OF MINUTES

*Betty McInturff moved and Ben Cabildo seconded that the minutes of the January 18, 2005, regular meeting be approved as presented.*

*No. 05-03, Vote:*

*Yes: Betty McInturff  
Yes: Ben Cabildo  
Yes: Helen Malone  
Yes: Carol Landa-McVicker*

## DISCUSSION/ACTION: APPROVAL OF TENTATIVE AGREEMENTS FOR SUCCESSOR MASTER CONTRACT BETWEEN COMMUNITY COLLEGES OF SPOKANE (CCS) AND CCS ASSOCIATION FOR HIGHER EDUCATION

Chief Human Resources Officer Greg Stevens provided background information regarding the negotiation of the agreements. Mr. Stevens explained the last agreement expired on July 1, 2004, but by mutual agreement was extended through June 30, 2005. With approval of the Board of Trustees, the tentative agreements presented would become effective July 1, 2005, and extend through June 30, 2008. The final draft of the agreements will be brought back to the Board in June for signing.

*Helen Malone moved and Betty McInturff seconded that the Board of Trustees of Washington State Community College District 17 approve the tentative agreements for a successor Master Contract between Community Colleges of Spokane (CCS) and CCS Association for Higher Education, effective July 1, 2005, to June 30, 2008 (except where otherwise noted), to direct the administration to return the final contract for Board consideration and signature by not later than June 21, 2005, and to authorize the Chancellor/CEO to sign the letters of tentative agreement initiating the salary schedule and workload task force projects.*

*No. 05-04, Vote:*

*Yes: Betty McInturff  
Yes: Ben Cabildo  
Yes: Helen Malone  
Yes: Carol Landa-McVicker*

## DISCUSSION: 2005-2006 OPERATING BUDGET ASSUMPTIONS

Chief Financial Officer Linda McDermott advised that the operating budget development process for 2005-2006 includes the production of general, revenue and expenditure budget assumptions. Ms. McDermott reviewed lists of assumptions for

each category; discussion took place and questions were answered. In closing, Ms. McDermott distributed an initial proposed timeline for the development of the fiscal year 2005-2006 operating budget.

## **BREAK**

The meeting recessed at 10:02 a.m. and reconvened at 10:20 a.m.

Following the break, Rich Tucker, Spokane Falls Community College Associate Dean of Student Funded and Special Projects, introduced Francine Rivera as SFCC's new student representative to the Board of Trustees.

## **DISCUSSION: NEW PUBLIC INFORMATION STRATEGY**

In response to a goal set by the Board of Trustees in July 2004, and as an objective of the District Administration Strategic Plan, the Marketing and Public Relations department put together a task force to develop a new district-wide theme. The "Theme Team" used several different creative approaches to develop criteria and theme concepts from which several strong messages were created. Following presentations to Management Services, Cabinet, and Trustees McVicker and Malone, one theme emerged as the most powerful. This was the theme put before the Board during today's presentation: *Dream! Discover! Do!* The new theme campaign timeline and strategy was explained; questions were answered, discussion took place, and positive comments were received.

## **DISCUSSION: GREENE STREET RECONSTRUCTION PROJECT**

District Director of Facilities Greg Plummer presented information to the Board regarding the City of Spokane's planned improvements to Greene Street in front of the Spokane Community College campus. Part of the improvement project calls for widening the existing sidewalk, which will require an easement and permit to enter. Mr. Plummer explained the project in detail and answered questions; the documents involved have been reviewed and approved by the attorney general's office. This agenda item will be brought back to the Board at the March 15th meeting for consideration of approval in the granting of the easement and permit to enter.

## **STATUS REPORTS: CAPITAL PROJECTS IN PROGRESS, BUDGET AND EXPENDITURES, DEVELOPMENTAL DISABILITIES SERVICES CONTRACT**

These standing reports are provided for the information of the Board. District personnel were available to answer questions and/or provide details.

## **REMARKS FROM THE ASSOCIATION FOR HIGHER EDUCATION PRESIDENT**

Carla Naccarato-Sinclair provided the following remarks:

- Dr. Palek will make a presentation to Faculty Senate regarding the branch campus legislation
- Mirabeau Point and Spokane Valley is a topic of interest for a future Faculty Senate presentation

## **REMARKS FROM THE WASHINGTON FEDERATION OF STATE EMPLOYEES REPRESENTATIVE**

Jim Lawrence provided the following remarks:

- Congratulated AHE for successfully bargaining their contract
- He will be headed to Seattle for legislative/political training
- Thanked the Board and administration for working so closely with the Federation regarding collective bargaining

Rick Halverson reported Ray Thur retired from the Facilities Department in January, after 28 years of service to CCS.

## **REMARKS FROM THE INSTITUTE FOR EXTENDED LEARNING**

Marie Goetz provided the following report on behalf of classified staff:

- The 7<sup>th</sup> Annual Spokane Area Women's Leadership Conference will be held on March 4 at the SCC Lair; the event is a collaborative effort of several area colleges
- Plans are progressing for the child care center initiative; this project is a collaboration of CCS, WSU Spokane, and EWU Spokane to serve children of students, faculty, and staff of all three institutions

Mary Ann Nardecchia provided the following report on behalf of faculty:

- CCS has 74 ESL students with an average college-level GPA of 3.31
- The IEL will have a program development day on February 17 at the SCC Lair
- There will be an annual regional ESL conference at Gonzaga on February 28
- Jean Gassman and Judy Campbell will be giving a learning differences workshop on March 18
- The ESL Task Force has developed a new team-teaching model to assist in addressing the changing needs of the students

Executive Vice President Jim Perez made the following report:

- The IEL Colville Center was recently identified by the WSU Learning Center in Colville as their "Partnership of the Month"

- The students at the Whitman County Center have been discussing holding a graduation ceremony
- He attended the 6<sup>th</sup> anniversary event for AHANA, and expressed how important this partnership is for our community

## **REMARKS FROM SPOKANE COMMUNITY COLLEGE**

Mita Sen provided the faculty report:

- The Community College Connection TV production highlighted the Administrative Office Systems program
- A promotional tape has been produced for the new SCC accounting program featuring instructors Jeffery Waybright, Renee Goffinet, and Rick Street
- The Auto Collision program hosted a Regional Skills USA Auto Collision and Refinishing competition for high-school age students on January 22; instructors Dan Polster, Eric Christensen, and Brent Lowe volunteered to judge the competition

Jim Lawrence reported on behalf of classified staff:

- An all college meeting was held last week
- Classified staff council is reviewing bylaws to fall in-line with the other governance bodies of the college

Tim McLean reported on behalf of students:

- Thanked the Board for approving the funding of the student center game room remodel project; suggestion boxes have been placed in that area to solicit student input
- A full compliment of council membership has been established
- Students are preparing for the legislative trip to Olympia
- The online book swap project is progressing and should be up and running by the end of the month

President Steve Hanson provided the following report:

- An agreement is being developed with the University of Washington to permit their dental students the use SCC facilities as one of their clinic sites
- He attended the Workforce Development Institute National Conference in Phoenix, sharing information with the Board regarding particular highlights of the event
- Congratulated Ben Cabildo for the AHANA 6<sup>th</sup> anniversary event

## **REMARKS FROM SPOKANE FALLS COMMUNITY COLLEGE**

Francine Rivera provided the student report:

- She attended the CCS Legislative Steering Committee meeting

- Planning is underway for an alternative spring break event – assisting with disaster relief
- Discussion continues regarding the tech fee
- Winterfest was a very successful event

Aline Uber-Leslie provided the classified staff report:

- Classified staff were given \$3,000 by President Palek to use toward professional development; on January 25 the Classified Staff Council awarded \$985 in mini-grants to four staff members
- The District Classified Staff Training will take place on February 18 at SCC

John Hernandez reported on behalf of faculty:

- The SFCC Martin Luther King, Jr. celebration was a meaningful event
- Congratulations to those responsible for negotiating the faculty contract
- Welcomed Francine Rivera as the president of the SFCC student body

President Mark Palek provided the following report:

- The February 5 Jazz Festival was a great event
- A team from the Washington Center was on campus leading a series of workshops to put together new learning communities
- International Week takes place February 28 through March 4, 2005
- He will be attending the Commission on Colleges and Universities Annual meeting
- SFCC is waiting to hear the results of the TRIO grant application, which is due around the first of March

## **REMARKS FROM THE CHANCELLOR**

Dr. Livingston reported:

- Congratulated Ben Cabildo on the AHANA celebration, noting the growth of the organization over the past six years
- Suggests a retreat be held for the Board in April or May regarding relationships and communication skills; he then suggests a second retreat in the form of a joint board meeting with District 81 and EWU regarding math remediation--Representative Don Cox is also interested in attending this meeting
- Shared results of a meeting that recently took place with state board staff regarding higher recognition of the contributions of the IEL, literacy and under funding, and the intercollegiate nursing building
- Board members have requested CCS be broadly represented in the community; Dr. Livingston reported: Jim Perez presently serves on the United Way board, and is a member of the Spokane Daybreak Rotary and a member of the Hispanic Business Professionals Association; Steve Hanson serves on the Spokane Arts Council and the Workforce Development Council;

Mark Palek serves on the board of Big Brothers Big Sister and the SIRTI board, and is a member of the Spokane Downtown Rotary and America's Promise.

## **REMARKS FROM THE BOARD AND BOARD CHAIR**

Helen Malone reported:

- Kudos to Ben Cabildo and AHANA; it's an honor serving on the Board with him
- She attended the agenda planning meeting, the legislative steering committee meeting, and reviewed tenure files
- Received notice she is on a test program for receiving state board news article information online
- Commended everyone involved with the negotiation of the faculty contract, commenting this is a fine example of one of the goals set by the board -- unity as a district

Betty McInturff reported:

- Thanked those involved with the negotiation of the faculty contract
- She attended the SFCC Martin Luther King, Jr. commemorative event, the Board of Trustees policy review meeting with Scott Morgan, the welcome reception for the new WSU-Spokane Chancellor Dr. Brian Pitcher, reviewed the tenure files, and attended the View from the Top event
- Congratulated Ben Cabildo and AHANA for six very successful years
- Welcomed Francine Rivera to the Board meetings

Ben Cabildo reported:

- Commended Anne Tucker and the "Theme Team" for a wonderful theme and shared his favorite quote about dreaming
- Thanked CCS for sponsoring a table at the AHANA 6<sup>th</sup> anniversary event on February 5<sup>th</sup>
- Thanked Dr. Livingston and Linda McDermott for providing him with a district finance orientation meeting
- Thanked Greg Stevens for providing him with tenure file review training
- He attended the welcome reception for Dr. Brian Pitcher, and he attended the Martin Luther King, Jr. observance at SFCC

Carol Landa-McVicker reported:

- She attended most of the same events as the other Board members
- Thanked Helen Malone for her thorough, initial review of the tenure files
- Thanked Marie Goetz for the tour she provided of the lower level of the IEL Lodge
- Thanked Dr. Livingston for bringing Chris Marr to speak at the View from the Top event

- Congratulated Ben Cabildo on the very successful AHANA event—commenting on the energy, the music, and the interactions that were all part of the evening
- She is taking the Photo Shop class at the IEL Sullivan Center
- Noted how easy it was for her son, stationed in Okinawa, to obtain his unofficial SCC transcript via the Internet
- Thanked Helen Malone for her work representing CCS to the legislature

### **EXECUTIVE SESSION**

Chair Carol Landa-McVicker called for an executive session at 12:18 p.m. for the purposes of reviewing the performance of public employees. Executive session was expected to last until 1:00 p.m.

### **ADJOURNMENT**

The meeting adjourned at 12:56 p.m. No further action was taken.

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Secretary, Board of Trustees

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Chair, Board of Trustees