

MINUTES

WASHINGTON STATE COMMUNITY COLLEGE DISTRICT 17 BOARD OF TRUSTEES REGULAR MEETING

Present: Carol Landa-McVicker (chair), Betty McInturff, Helen Malone, Tom Kneeshaw, and Ben Cabildo. Also present were Gary A. Livingston, Linda McDermott, Scott Morgan, Greg Stevens, Anne Tucker, Maureen McGuire, Steve Hanson, Mark Palek, S. James Perez, Joseph Dunlap, Dixie Simmons, Terri McKenzie, Carol Green, Adrienne Tabar, Carla Naccarato-Sinclair, Mita Sen, John Hernandez, Mary Ann Nardecchia, Jim Lawrence, Cindi Nordby, Marie Goetz, and Christine Pearl (recorder)

Guests: Greg Plummer, Mary Harnetiaux, Mary Carr, Gail Stevenson, Cornelius Hagan, Donnie Heidenson, Patci Ryan, James Davidson, Kitara McClure, Darrell Mihara, Peter Williams

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 Humanities Center of the Learning Resource Center, Spokane Community College, 1810 N. Greene Street, Spokane, Washington, on Tuesday, September 20, 2005. Chair Carol Landa-McVicker called the meeting to order at 8:30 a.m., followed by the Pledge of Allegiance and roll call.

INTRODUCTIONS AND OPEN MICROPHONE

No introductions were made. Trustee Helen Malone presented the board with a plaque from the Head Start/Early Head Start Policy Council in appreciation for their support and participation in 2004-2005.

APPROVAL OF MINUTES

Helen Malone moved and Ben Cabildo seconded that the minutes of the July 19, 2005, regular meeting be approved as presented.

No. 05-35, Vote:

*Yes: Ben Cabildo
Yes: Helen Malone
Yes: Tom Kneeshaw
Yes: Carol Landa-McVicker*

**DISCUSSION/ACTION: BOARD OF TRUSTEES POLICY REVIEW—
CHAPTER 6—FACILITIES AND SITES**

The proposed revision of the board policy was introduced and reviewed at the July 19, 2005, board meeting. Chief Operations Officer Scott Morgan provided a brief overview of the revisions and the board was asked to consider adoption of the revised board policy.

Tom Kneeshaw moved and Helen Malone seconded that the Board of Trustees of Washington State Community College District 17 approve effective January 1, 2006, revisions to board policy Chapter 6, Facilities and Sites, contained in Attachment 1: add new section 6.00.01; amend sections 6.10.01, 6.10.02, 6.10.03, 6.10.04, 6.10.05 and 6.10.06; repeal section 1.70.01 to be replaced by new section 6.20.01.

No. 05-36, Vote:

Yes: Ben Cabildo
Yes: Helen Malone
Yes: Tom Kneeshaw
Yes: Carol Landa-McVicker

**DISCUSSION: BOARD OF TRUSTEES POLICY REVIEW—CHAPTER 4—
INSTRUCTION**

As the trustees continue to review, revise and update board policies, Scott Morgan presented proposed revised Chapter 4—Instruction, for their consideration. Mr. Morgan reviewed specific changes and advised this item would be brought back to the board for consideration of adoption at the October 18, 2005, board meeting. Some discussion of this proposed revised policy took place and questions were addressed.

REPORT: ALERT OF TENURE CONSIDERATION

Chief Human Resources Officer Greg Stevens advised the board the following faculty member is in the eighth quarter of the tenure review process, and will be considered for tenure at the November 15, 2005, board meeting. The tenure file will be placed in the board office for trustee review.

Brent Lowe

SCC

Auto Collision

**DISCUSSION/ACTION: BOARD AUTHORIZATION TO IMPLEMENT
APPROPRIATED SALARY INCREASES**

Greg Stevens introduced this agenda item explaining the legislature authorized a 3.2% cost-of-living (COLA) adjustment for all classified and exempt employees. Executive employment contracts contain language providing for implementation of increases “by resolution or motion duly passed by the Board.” Employees in this group include all vice presidents, chief officers, the IEL executive vice president, college presidents and the chancellor. Staff recommended the board approve the 3.2% COLA and that it be implemented for executive employees.

Tom Kneeshaw moved and Ben Cabildo seconded that the Board of Trustees of Washington State Community College District 17 approve a 3.2% cost-of-living adjustment to be implemented for executive employees of the Community Colleges of Spokane effective September 1, 2005, and directs the chancellor/CEO to prepare the appropriate contract addendums.

No. 05-37, Vote:

*Yes: Ben Cabildo
Yes: Helen Malone
Yes: Tom Kneeshaw
Yes: Carol Landa-McVicker*

**REPORT: COMMUNITY COLLEGES OF SPOKANE EMPLOYEES
ASSISTANCE PROGRAM**

An employee assistance program (EAP) was a negotiated benefit realized by the statewide master contract with Washington Federation of State Employees. Community Colleges of Spokane (CCS) made the decision in April of 2005 to extend EAP services to all CCS employees and their eligible family members effective July 1, 2005. The \$18,000 annual cost for the program will be pro-rated among the four CCS units. Greg Stevens provided the board with information regarding the plan, and answered questions regarding this additional benefit available for CCS employees.

BREAK

The meeting was recessed at 9:25 a.m. At this time the dedication of the Hagan Foundation Center for the Humanities took place and a small reception was held.

The meeting reconvened at 9:55 a.m.

REPORT: ASSOCIATE OF BUSINESS DEGREE

Institute for Extended Learning Vice President of Learning Dixie Simmons advised the board of a new CCS associate degree offering beginning fall quarter 2005, Associate in Business. Dr. Simmons explained the new degree is a statewide articulated transfer degree agreement for business majors between community colleges and public baccalaureate universities. The new degree will facilitate transfer and degree attainment for CCS business transfer students.

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 WASHINGTON FEDERATION OF STATE EMPLOYEES REPRESENTATIVE

Jim Lawrence reported plans are being developed and issues selected for next year's bargaining team.

REMARKS FROM THE ASSOCIATION FOR HIGHER EDUCATION PRESIDENT

Carla Naccarato-Sinclair provided the following report:

- Kudos regarding all the orientations—many positive comments were shared
- Contracts will hopefully be sent out next week
- Classrooms and hallways seem full of students
- Thanked Betty McInturff for her years of service to CCS, adding how much she will be missed

REMARKS FROM SPOKANE FALLS COMMUNITY COLLEGE

James Davidson provided the student report:

- Talked about Welcome Week activities, including a Katrina Relief Fund
- Collaboration is taking place to bring James Kunstler to campus as part of the SFCC Sustainability Symposium
- The first student senate meeting will be held on September 22
- It is planned to work collaboratively with the SCC student government

John Hernandez reported the following on behalf of faculty:

- Thanked Betty McInturff for her contributions to the district and wished her good health

- Kudos to Carla Naccarato-Sinclair for selecting Longhorn Barbecue for the AHE opening day luncheon
- John Gardner made a wonderful presentation at the SFCC opening day conference
- He shared some moving stories of staff and administration going above and beyond the call to make sure students had what they needed, when they need ed it, to make a difference in their lives at that moment

Cindi Nordby, on behalf of classified staff, agreed with John Hernandez's comments regarding extraordinary efforts on the part of staff and administration, noting her director, Rhosetta Rhodes, always says "she wouldn't ask staff to do anything she herself wouldn't do" and that was what was exhibited on opening day.

President Mark Palek reported:

- SFCC has been named a Foundations of Excellence College, which is associated with the First Year Experience Organization; as such, SFCC is one of ten community colleges nationwide that will examine best practices to increase student success
- Expressed congratulations to the student services staff, explaining the computer system was down during two or three of the heaviest registration days of the year, and everyone pitched in and got the job done, to the point where SFCC is now ahead of the fall quarter target

REMARKS FROM THE INSTITUTE FOR EXTENDED LEARNING

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

- Shared how much faculty enjoyed both the district and the IEL orientations
- Both videos, "What's Right with the World" and "What's Right with CCS" were very impressive
- Reported on new IEL programs and classes, such as Workplace Basic classes, Read Right classes, and the bridge program to SCC campus
- Commented on how rewarding it was to hear the ABE orientation student panel comment on what they received from the community college system

Marie Goetz, on behalf of classified staff, reported:

- Echoed the impact of the CCS and IEL fall conferences made on everyone
- Classified staff have been working behind the scenes to fill IEL classes and work with retention tools to build FTEs

Executive Vice President Jim Perez reported:

- The Colville licensed practical nurse program was the recipient of the Governor's Award for Best Practices; the award noted: 1) the program provides this educational opportunity to a rural community, and 2) the program involves the partnership of three institutions

- Last year's Head Start federal review, which was a glowing review overall, did note the program was not fully enrolled—the expectation is that Head Start be fully enrolled on opening day; with due diligence of the staff that goal was achieved in September 2005
- Notice has been received from the state board to hold an adult basic education week to bring recognition to adult literacy
- An IEL strategic plan brochure was distributed to the board for their review
- Shared that the IEL opening conference and the presentations made by the student panel was very timely and very relevant to the theme of “What’s Right with CCS”

REMARKS FROM SPOKANE COMMUNITY COLLEGE

Mita Sen provided the faculty report:

- Thanked Betty McInturff for her many contributions to CCS
- Concern for enrollments continue, but faculty do remain inspired

Jim Lawrence reported on behalf of classified staff:

- Expressed Betty McInturff will be missed very much; her contributions are greatly appreciated
- The school year is off to a good start, but not without some interesting computer glitches

Kitara McClure reported on behalf of student government:

- Reported goals for the organization are to create bridges/relationships with other colleges
- She has an open door policy and encourages communication

President Steven Hanson reported:

- Thanked Helen Malone and Ben Cabildo for attending the SCC opening conference
- SCC has received a high-demand grant to move the radiologic technology program from Sacred Heart Hospital to SCC; acknowledged Carol Riesenberg for her work on the grant
- Announced the October 13 Wine Tasting Symposium that benefits the SCC Center for the Humanities
- The Moody Aviation Bush Pilot program has begun
- SCC was able to purchase some modern machine shop equipment from South Seattle Community College that will replace some very old machine shop equipment; this means there is now up-to-date equipment in that program, which is very important when looking to train employees for local industry
- Thanked Betty McInturff for her support over the years, and especially for the gracious welcome she provided him and his wife when they arrived in Spokane

REMARKS FROM THE CHANCELLOR

Chancellor Gary Livingston provided the following remarks:

- Commented on the excitement and enthusiasm exhibited at the many opening events
- Thanked the student services departments at all three institutions for their extra efforts that helped increase enrollments
- Thanked AHE for sponsoring the barbecue following the district fall conference
- He has had a number of conversations with legislators in the past month in preparation for the next legislative session; in conversation with the Spokane Chamber and EDC he met with Speaker of the House Frank Chopp and Senator Lisa Brown regarding job skills program money for this region; he also met with Laurie Dolan, policy advisor to Governor Gregoire, to discuss CCS issues—some policy, some financial
- Due to many people going back to work, CCS is studying the educational market for an evening and weekend college to meet the needs of the employed student
- The governor has authorized the offering of Katrina relief tuition waivers; CCS is working with the foundation and the school and college relations department to facilitate any requested waivers
- Reminded the board there will be a retreat held on December 2 at 12 noon

Public Information Officer Anne Tucker presented a report to the board describing the ways in which Community Colleges of Spokane commemorated Constitution Day, September 17, 2005, and Constitution Week, September 17-23, 2005. A printed report was distributed to the board and will be made part of the official minutes.

REMARKS FROM THE BOARD AND BOARD CHAIR

Trustee Helen Malone reported:

- Commented all of the opening week events were fantastic
- She attended the TACTC legislative meeting, reporting on that organization's legislative platform issues
- Provided information regarding the governor's charge to TACTC
- She attended the national ACCT conference in Seattle and the Head Start Policy Council meeting

Trustee Tom Kneeshaw reported:

- He felt fortunate to be back after experiencing major medical procedures since January
- Reported on the CETC building in Colfax, at which the IEL offers classes; there is a possibility the ownership of the building could change; his interest

is that the building will be allowed to remain as an educational and training center, and has been pursuing efforts in support of that cause

- Reminisced with Betty McInturff about his early experiences on the board, thanked her for her personal support of him as a new trustee and for all of her work these many years on behalf of Community Colleges of Spokane

Trustee Ben Cabildo reported:

- Thanked Betty McInturff for her warm welcome to him when he joined the board of trustees
- Thanked Mark Palek and Steve Hanson for taking the time to tour their campuses with him, showing him in particular the old buildings and equipment that could use replacing
- He also attended the ACCT conference
- He was recently appointed by the governor to the Global Competitive Council, which held a meeting in Seattle on September 6; workforce development was a particular topic of discussion
- He attended the SCC Fall Conference
- He thanked CCS for hosting the Katrina Coalition of Spokane event
- He has been appointed to the education committee of the TACTC organization

Trustee Carol Landa-McVicker reported:

- She serves as the chair of the statewide Creating Opportunities committee, which works to raise the awareness of community colleges with business and community leaders
- She attended the Frank Chopp/Lisa Brown job skills briefing with Dr. Livingston
- The district fall conference was wonderful—the video, “What’s Right with the World,” was very inspirational
- She attended the SFCC College Leadership Session with John Gardner and found his presentation very impressive
- She attended the CenterPlace Dedication event with Dr. Livingston
- Ben Cabildo, Helen Malone, Dr. Livingston and she had lunch with Roberta Greene on September 19 to discuss Washington Learns

Trustee Betty McInturff reflected, on the occasion of her last board meeting, over the past ten years of her service as a trustee for the board of Community Colleges of Spokane. She shared it has been ten of the most exciting years for her, some very good work has been accomplished, she has enjoyed the experience very much, and she bid everyone a fond “Aloha.”

ADJOURNMENT

The meeting adjourned at 11:20 a.m. No further action was taken.

Secretary, Board of Trustees

Chair, Board of Trustees