

MINUTES

WASHINGTON STATE COMMUNITY COLLEGE DISTRICT 17 BOARD OF TRUSTEES REGULAR MEETING

Present: Helen Malone (chair), Carol Landa-McVicker, Ben Cabildo, Don Cox, and Patty Shea. Also present were Gary Livingston, Linda McDermott, Scott Morgan, Greg Stevens, Anne Tucker, Maureen McGuire, Steve Hanson, Mark Palek, S. James Perez, Dixie Simmons, Carla Naccarato-Sinclair, John Hernandez, Mary Ann Nardecchia, Jeff Gander, Cindy Nordby, Denise McKinnon, and Christine Pearl (recorder)

Guests: Greg Plummer, Staci Nelson, Mary Ann Sanger, Mark Mattke, Dick Hol, and Ken Burrus

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 the Administration Building, Spokane Falls Community College, 3410 West Fort George Wright Drive, Spokane, Washington, on Tuesday, November 21, 2006. Chair Helen Malone called the meeting to order at 8:30 a.m., followed by the Pledge of Allegiance and roll call.

INTRODUCTIONS AND OPEN MICROPHONE

Chair Helen Malone read the following Governor's Proclamation and presented a copy to Community Colleges of Spokane Association for Higher Education President Carla Naccarato-Sinclair.

WHEREAS, each year, a day in October has been declared Adjunct and Part-time Faculty Recognition Day; and

WHEREAS, adjunct and part-time faculty teach close to 50 percent of the classes and make up 66 percent of the teaching faculty at our two year colleges; and

WHEREAS, the use of adjunct and part-time faculty is increasing at four year institutions; and

WHEREAS, these faculty members are highly qualified and experienced; and

WHEREAS, adjunct and part-time faculty allow institutions of higher learning great flexibility and variety in the courses they offer; and

WHEREAS, adjunct and part-time faculty bring a multitude of talents, skills, and areas of expertise to their teaching; and

WHEREAS, such faculty contribute in a variety of ways to the overall success of our colleges and universities; and

WHEREAS, such faculty need to be recognized, awarded, and fully appreciated for their dedication and service to the citizens of Washington State;

NOW, THEREFORE, I, Christine O. Gregoire, Governor of the state of Washington, do hereby proclaim October 30, 2006, as Adjunct and Part-time Faculty Recognition Day in Washington State, and I urge all citizens to honor the thousands of adjunct and part-time faculty who teach in every university and in every technical and community college within our state.

Ms. Naccarato-Sinclair, on behalf of Community Colleges of Spokane adjunct and part-time faculty, thanked the Board for their recognition.

APPROVAL OF MINUTES

Patty Shea moved and Ben Cabildo seconded that the minutes of the October 17, 2006, regular meeting be approved as presented.

No. 06-27, Vote:

*Yes: Patty Shea
Yes: Ben Cabildo
Yes: Carol Landa-McVicker
Yes: Don Cox
Yes: Helen Malone*

REPORT: FOUNDATION UPDATE AND ANNUAL GIVING

Community Colleges of Spokane Foundation Fundraising Coordinator Staci Nelson introduced this agenda item; Ms. Nelson provided an overview of the Foundation Mini-Grant Program, for which faculty submit proposals to receive a portion of the \$10,000 to be awarded. Also reported was the sale of the Touch the Future House that raised \$119,000, and the \$535,000 that was raised for the Spokane Community College Center for the Humanities.

Mary Ann Sanger, CCS faculty representative to the foundation board, presented information regarding the 2006-2007 annual campaign. The overall goal is to raise \$650,000; two particular upcoming projects were noted: \$185,000 needed for the new Business Entrepreneurship program, and \$200,000 in support of a radiology tech lab for the Medical Imaging program. A pledge form was distributed to each trustee.

DISCUSSION/ACTION: CONSIDER ADOPTION OF REGULAR BOARD OF TRUSTEES MEETING SCHEDULE FOR CALENDAR YEAR 2007

Board members reviewed the proposed schedule of regular board of trustee meetings for calendar year 2007. Chancellor Gary Livingston advised traditionally the Board endeavors not to hold a meeting in August, but it is included on the schedule should it be required. He also recommended the Institute for Extended Learning site for the May 2007 meeting be changed with either the April or June meeting since students are usually invited to attend the May meeting and an off-campus meeting location would make it difficult for them to attend. Dr. Livingston recommended the Board approve the meeting schedule as presented, with the understanding these issues would be addressed in the future as needed.

Carol Landa-McVicker moved and Ben Cabildo seconded that the Board of Trustees of Washington State Community College District 17 adopt the schedule of regular board meetings for calendar year 2007 as presented.

No. 06-28, Vote:

*Yes: Patty Shea
Yes: Ben Cabildo
Yes: Carol Landa-McVicker
Yes: Don Cox
Yes: Helen Malone*

DISCUSSION/ACTION: CONSIDERATION OF FACULTY SALARY AGREEMENT

Chief Human Resources Office Greg Stevens provided the Board with background information regarding the development of the faculty salary agreement. He advised union approval was received with 99.9% voting for passage. A copy of the tentative agreement was provided for Trustee review, and will become an addendum to the 2005-2008 Master Contract.

Patty Shea moved and Ben Cabildo seconded that the Board of Trustees of Washington State Community College District 17 approve the attached tentative agreements revising Articles XVIII and XXIV of the Master Contract between the Community Colleges of Spokane and the CCS Association for Higher Education, effective November 21, 2006, retroactive to the beginning of Fall quarter 2006-2007 and direct the Chancellor/CEO to take the actions necessary to implement these agreements.

No. 06-29, Vote:

Yes: *Patty Shea*
Yes: *Ben Cabildo*
Yes: *Carol Landa-McVicker*
Yes: *Don Cox*
Yes: *Helen Malone*

REPORT: DISTRICT STRATEGIC PLAN ANNUAL UPDATE

Chancellor Gary Livingston introduced this agenda item. He reviewed major initiatives that have and will be driving activities of district departments, such as succession planning, legislative efforts, enrollment management, personnel procedures and relationships, and foundation support. Each district officer (chief financial officer, chief operations officer, chief human resources officer, and public information officer) provided a report of 2005-2006 accomplishments and of emerging objectives and priorities.

In summary, Dr. Livingston observed today's presentation was the Board's fifth update regarding the strategic plan. Of particular note was the near perfect auditor's report received by the district business office, the projected \$150 million in capital improvements to CCS over the timeframe 2002-2012, the human resources processes for online evaluation, training opportunities and recruitment, and the communications department's development of a sophisticated community outreach program with an oversight management team representing all of the institutions—throughout the presentation Community Colleges of Spokane collaboration was most evident. The chancellor advised the Board that as a result of their retreat this past summer, a community survey (both internal and external) will be conducted in 2007.

Board members were very complimentary of the format and content of the district strategic plan update reports.

BREAK

The meeting recessed at 10:23 a.m. and reconvened at 10:44 a.m.

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.

ACTION: CONSIDERATION OF THE GRANTING OF TENURE FOR FALL QUARTER 2006

Carol Landa-McVicker moved that WHEREAS, the Board of Trustees is duly authorized and vested by law as the appointing authority; and WHEREAS, the appointing authority has reviewed and given reasonable consideration to the appropriate documentation and evaluations compiled by the faculty review committee for the purpose of recommendation of tenure and/or non-renewal for a probationary faculty appointment;

BE IT THEREFORE RESOLVED that the appointing authority hereby grants an award of tenure to the following probationary academic employee and hereby directs the chancellor/chief executive officer to take any and all appropriate action in carrying out this decision.

Bernadette Y. Vielbig Spokane Falls Community College Art

Ben Cabildo seconded the motion.

No. 06-30, Vote:

*Yes: Patty Shea
Yes: Ben Cabildo
Yes: Carol Landa-McVicker
Yes: Don Cox
Yes: Helen Malone*

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

Carla Naccarato-Sinclair provided the following report:

- Thanked Anne Tucker and the “DOG” Team for the presentation to faculty senate
- She has received much positive feedback regarding the CCS Foundation Mini-Grant Program
- She attended the Washington Learns presentation with Governor Gregoire at SCC last Friday
- Planning for the legislative session is underway
- Work on ‘workload’ has been completed; recommendation presentations will begin with faculty

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

No report was received.

REMARKS FROM SPOKANE FALLS COMMUNITY COLLEGE

Cindy Nordby, on behalf of classified staff, reported many staff members were able to attend the professional development conference, including Dan Bivens who learned about upgrading equipment.

John Hernandez provided the following report on behalf of faculty:

- He attended the Celtic Celebration
- The Multi-Cultural Club served Thanksgiving dinner to faculty and staff
- He will be attending the Career Day event on November 22

President Mark Palek provided the following report:

- Thanked the CCS foundation for the Mini-Grant Program
- Announced Sonia Shah was on campus to provide a sustainability presentation regarding oil
- Announced Ann Daley will provide a presentation regarding Washington Learns on December 1 at 11:30 a.m.
- The theatrical production "*You Can't Take It with You*" had a very successful run

REMARKS FROM SPOKANE COMMUNITY COLLEGE

President Steve Hanson provided the following report:

- Thanked those who attended the Linda Lawrence Hunt President's Speakers Series event, noting the author also provided two student/faculty presentations at which there were over 500 attendees
- Governor Gregoire's SCC visit to announce Washington Learns was very successful—the students did a magnificent job; thanks to Anne Tucker and her staff and Carol Riesenberg and her department's faculty and staff for their work on behalf of this event

REMARKS FROM THE INSTITUTE FOR EXTENDED LEARNING

Denise McKinnon provided the following report on behalf of classified staff:

- Mary Wilkinson is coordinating the Tree of Sharing
- Family Literacy and Families that Work will have a special breakfast to help celebrate the family unit
- Arrangements for the 27th annual Change Point! Reunion are being coordinated by classified staff

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

- IEL faculty also appreciate the Foundation Mini-Grant Program; Assistant Dean Rod Taylor was a recipient for his online high school completion proposal

- Vice President Dixie Simmons provided a presentation explaining the ACCET accreditation process
- IEL faculty, administrators and staff are working on a fundraiser “The Spokesman-Review Bowl for Literacy”

Interim Executive Vice President Jim Perez provided the following report:

- Maureen McGuire, Esq., of the Attorney General’s Office will be the keynote speaker at the Change Point! 27th reunion
- The Colville Center is holding an event on November 21 to honor adjunct faculty
- Beginning winter quarter, IEL non-credit classes will be available for registration online
- He also expressed appreciation for the CCS Foundation Mini-Grant Program

REMARKS FROM THE CHANCELLOR

Chancellor Gary Livingston provided the following report:

- Advised 36 applications were submitted for CCS foundation mini-grants—only money limited the number selected for support; he, too, expressed appreciation to the foundation for this program
- Common course numbering continues; CCS will participate in 2008
- SBCTC Chair Jim Garrison met with CCS cabinet for information sharing and dialoging
- Commented on Governor Gregoire’s visit to SCC, noting she had no idea of the extent of the allied health programs in community colleges—Dr. Livingston stated, “Our students and faculty representatives were incredible!”
- On December 1 Ann Daley will also make a Washington Learns presentation to the All Administrators and Professional/Confidential Exempts meeting; he noted this study will direct the next budget process decisions
- Announced the CCS vs. NIC “*Border Clash*” event on December 11
- A board retreat is being planned for January 26 that will include SBCTC Executive Director Charlie Earl and Board Chair Jim Garrison; the topic will be the state board’s strategic plan
- He attended portions of the WSSDA conference at which CCS Trustee Don Cox was a presenter
- He is serving as vice-chair on a statewide initiatives taskforce; the intent is to develop accountability measures for community and technical colleges

REMARKS FROM THE BOARD AND BOARD CHAIR

Trustee Don Cox wished everyone a Happy Thanksgiving.

Carol Landa-McVicker reported she attended the Orlando's Wine Dinner, the Women of Achievement Luncheon at which Betty McInturff was honored, the TACTC meeting in Olympia, the NAACP Annual Dinner, and the SFCC production of *"You Can't Take It with You."*

Patty Shea thanked Chancellor Livingston and President Hanson for their presentation to the Inland Northwest Partners meeting. She toured the CCS Aviation Department and found her visit very enlightening.

Ben Cabildo thanked Chancellor Livingston and Purchasing Manager Rod Ramer for a presentation regarding CCS purchasing as it pertains to minority and women's businesses; he expects major changes will be coming in the way the state deals with these enterprises.

Helen Malone distributed the Directors Report from the Head Start Policy Council meeting, noting a major budget cut that will affect programs. She also reported she attended a pot luck luncheon at the IEL Esmeralda Center.

EXECUTIVE SESSION

Chair Helen Malone called for an executive session at 11:25 a.m. for the purposes of discussing litigation or potential litigation and to review or discuss collective bargaining issues. Executive session was expected to last until 12:00 p.m.

ADJOURNMENT

The meeting adjourned at 12:03 p.m. No further action was taken.

Secretary, Board of Trustees

Chair, Board of Trustees