

MINUTES

WASHINGTON STATE COMMUNITY COLLEGE DISTRICT 17 BOARD OF TRUSTEES REGULAR MEETING

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

Guests: Greg Plummer, Dan-O Whye, Ken Burrus, Lynn Holmes, Bill Sackville-West, Judy Jenkinson, Julie Litzenberger, Michele Heuer, John Huffstutter, Mary Lee, Gail Stevenson, Travis Warner, Bruce Johnson, Sarah Scates, Carol Riesenbergr

Excused: Patty Shea

CELEBRATING SUCCESS: SPOKANE FALLS COMMUNITY COLLEGE AUDIO TECHNOLOGY MUSIC PROGRAM

Dean of Instruction for Social Science and Philosophy Jim Minkler provided an overview of the research required to develop the SFCC Audio Technology Music Program and set up the technology lab. Darrell Mihara, Dean of Instruction for Business and Workforce Education, explained the work of the focus group that explored job opportunities for program graduates. Instructor Gary Edighoffer described the on-campus recording studio operated completely by the students; he then demonstrated some of the music produced in that studio by SFCC students.

Audio Technology Program Director Steve Gamberoni described how the computers and software used in the technology lab assists students in creating, mixing, and re-mixing music using different instrument sounds. Instructor Pamela Meyer described how she teaches students the workings, control, and building of speaker systems.

There are currently 60 full-time students in the program. In addition to the 108-112 credit associate of arts degree, there is also a 55 credit, three-quarter certificate available for this program.

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, February 20, 2007. 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 and no one requested to speak at open microphone.

APPROVAL OF MINUTES

Helen Malone moved and Ben Cabildo seconded that the minutes of the January 16, 2007, regular meeting be approved as presented.

No. 07-02, Vote:

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

REPORT: ATHLETICS, PHYSICAL EDUCATION AND RECREATION

District Director of Athletics, Physical Education and Recreation Ken Burrus introduced the 2005-06 Athletic Annual Report; the report feature this year is an overview of the Wellness Program. Travis Warner, Wellness Coordinator for Spokane Falls Community College, and Michele Heuer, Wellness Coordinator for Spokane Community College, provided Wellness Program details for their campus. Coach Bruce Johnson introduced CCS student Sarah Scates who was named to the NWAACC All Academic Sports Team for Women's Basketball.

REPORT: THE CENTER FOR ENTREPRENEURSHIP AT SPOKANE COMMUNITY COLLEGE—NEW PROGRAM UPDATE

Gail Stevenson, District Development Officer, introduced this topic with a brief overview of the proposal describing this program that was submitted for grant support to the Community Colleges of Spokane Foundation. The proposal was overwhelmingly accepted and to date \$185,000 has been raised for this new center. Culinary Arts Instructor Julie Litzenberger explained how this program for small business startup was developed, noting it will be a three-quarter, 30 credit certificate program set to launch its first class of 25 students in fall 2007.

REPORT: 2005-2006 COMMUNITY COLLEGES OF SPOKANE AUDITOR'S REPORT

Chief Financial Officer Linda McDermott advised the state auditor's office reported no findings for fiscal year 2005-2006 in their Community Colleges of Spokane Accountability Report. There was a management letter provided related to cash receipting and contracting procedures in the athletic department; both issues have been addressed with departmental management.

BREAK

The meeting recessed at 10:00 a.m. and reconvened at 10:15 a.m.

DISCUSSION: 2007-2008 OPERATING BUDGET ASSUMPTIONS

Linda McDermott explained the operating budget development process, which includes the development of general, revenue and expenditure budget assumptions. In the category of general budget assumptions the following, in part, are being considered: a 2008 inflation forecast of 2%, meeting enrollment targets will continue to be difficult, unfunded mandates and related costs will continue. In the area of revenue assumptions the following, in part, are being considered: the state will allocate new funding for COLAs, FTE, benefit adjustments, maintenance operations, and new student initiatives, and a tuition rate increase was not authorized in the Governor's budget. Expenditure assumptions include the impact of inflation on goods/services, travel and equipment, and unfunded cost increases such as increased employer health premium rates, and the increase to the state's minimum wage.

Mrs. McDermott advised the colleges have reviewed their budgets; enrollment is a common theme and was taken into consideration as projected budgets were developed. She added that assuming the legislature completes its process in late April, it is anticipated the initial allocation, together with the pro-rata model, could be brought before the Board in May, with the CCS proposed 2007-08 initial operating budget then brought to the Board in June.

STATUS REPORTS: CAPITAL PROJECTS IN PROGRESS AND BUDGET AND EXPENDITURES

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

David Cosby provided the following report:

- He will be traveling to Olympia with the Washington State Labor Council in an effort to stay on top of labor issues; there is the hope to recruit AHE into the membership of the Spokane Regional Labor Council
- Pension issues seem to currently be floating around Olympia
- Locally, contracting out discussions continue

REMARKS FROM THE ASSOCIATION FOR HIGHER EDUCATION PRESIDENT

Carla Naccarato-Sinclair provided the following report:

- She, along with up to seven faculty members and one K-12 representative, will travel to Olympia
- Reported regarding education-related bills: HB 8275/SB 5514, which are the faculty and college excellent bills tied to Washington Learns, are not expected to be voted out; HB 1644/SB 5609, which pertain to health care for part-time faculty, is expected to pass; HB 1384/SB 5495 is related to community and technical college academic employee salary increments, and passage seems dependant upon the committee
- Noted that diversity recruiting/hiring of faculty is problematic due to salaries
- A Faculty to Faculty workshop will be held on February 22
- The Faculty Senate honored Kathleen Sunderland on her retirement
- Noted air quality concerns within SFCC Building 18

REMARKS FROM SPOKANE FALLS COMMUNITY COLLEGE

Cindi Nordby provided the following report on behalf of classified staff:

- Penny Butters, manager of the Career Center, has been very active in a new organization entitled: *Sexual Orientation and Gender Identity Sub-Group*; the focus is to create a comfortable environment for all students
- The classified staff luncheon will be held on May 3, 11:00 a.m.—1:00 p.m.
- Mini grants were awarded this quarter to Debbie Hoyt to attend the National ACT Testing Conference, and to Cheryl Bivens to attend a conference regarding large event planning
- Announced she will be rolling off the classified staff council; new members are being actively recruited

John Hernandez provided the following report on behalf of faculty:

- Attended The Black History Month Program, produced completely by the students
- Registration for spring quarter is underway

President Mark Palek provided the following report:

- Announced SFCC was the winner of the Community College National Center for Community Engagement's 2007 Service-Learning and Civic Engagement Award
- SFCC's alternative spring break will be in New Orleans; students will be participating in a mobile kitchen entitled, "The Orphan Grain Train"
- The Business Division has a new certificate in Retail Management
- He has been working with the Math/Science Partnership
- SFCC is hopefully optimistic regarding their chances with the Title III proposal for this year
- The first draft has been received from the Compliance Coordinator working with SFCC and the IEL regarding accreditation; the report is very thorough and may be viewed by going to the SFCC Internet site

REMARKS FROM THE INSTITUTE FOR EXTENDED LEARNING

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

- Doug Mayhew, ESL instructor at Spokane Community College, reports the IEL continues to transition students to CCS; 63 former IEL ESL grads are attending campus programs – 52 at SCC and 11 at SFCC, with an average academic g.p.a. of 3.39
- During the month of February presentations on *How to Pay Your Taxes* and *How to Access the Earned Income Tax Credit* were made available for ESL students
- Thanked those who participated in *The Bowling for Literacy* event on February 19th

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

- A number of classified staff members participated in and volunteered for *The Bowling for Literacy* event

Interim Executive Vice President Jim Perez provided the following report:

- Monthly information sessions are being held for GED graduates to make them aware of opportunities at SCC and SFCC
- New signage has been developed for the Ione, Newport and Colville Centers
- The Spokane chapter of the National Human Resource Management Association has recognized the IEL's Business and Community Training Division as "Vendor of the Month" for January
- *The Bowling for Literacy* event was very successful in raising funds for ABE student scholarships; he noted all the money raised by the event will be matched by the CCS Foundation

REMARKS FROM SPOKANE COMMUNITY COLLEGE

President Steve Hanson provided the following report:

- The next President's Speakers Series will present "*Terror, Torment and Tyranny: The State of Human Rights Today*" with Dr. William F. Schulz
- The author of "*Dead Man Walking*," Sister Helen Prejean was also a recent visitor to campus
- A college open house regarding academic transfer programs will be held on February 20th
- Havermale students recently visited the campus; this program will serve as a model for other high schools in the region

REMARKS FROM THE CHANCELLOR

Chief Human Resource Officer Greg Stevens updated the Board on the recent 10-day faculty recruiting trip to California. For the most part the visits were successful, especially the Los Angeles job fair portion; overall 110 applications/resumes were brought back. Applications received as a result of the trip will be tracked to evaluate the success of the trip.

Chancellor Gary Livingston provided the following report:

- Advised SFCC and district administration are addressing the HVAC issues at SFCC Building 18 and the campus in general
- Announced the Math/Science Partnership agreement signing took place on February 5 with board members and administrators from EWU, WSU, CCS, ESD 101, and Spokane Public Schools
- While in Olympia, he visited with Governor Gregoire's staff member Laurie Dolan regarding whether Washington Learns funds might be available to fund the Math/Science consortium
- Common course numbering is moving forward with a target of 2008, but not without some challenges within the community/technical college system; an even more challenging conversation is on the horizon with the recently formed state board Student Achievement Incentives Task Force that is charged with identifying the variables which would quantify the state system and propose incentive funding from the legislature
- The Orlando's Wine Dinner was wonderful—maybe the best ever

REMARKS FROM THE BOARD AND BOARD CHAIR

Don Cox reported both he and Patty Shea attended their senate confirmation hearings earlier in the month; he complimented Ms. Shea on her ability to overcome a slight case of nerves and have the senators "eating out of her hand" with her energy, enthusiasm and charm.

Ben Cabildo reported he attended the Spokane Chamber/EDC Launch event, the Math/Science Partnership agreement signing, the welcome reception for new WSU President Floyd, and an African American student gathering on Saturday evening.

Helen Malone reported she attended the Math/Science Partnership agreement signing, the Spokane Chamber/EDC Launch event, the SFCC Martin Luther King, Jr. Luncheon, the Greater Spokane Incorporated State of the City Breakfast, the TACTC Conference in Olympia, Orlando's Wine Dinner, and the ACCT Conference in Washington, D.C.

Carol Landa-McVicker reported she attended the Auditor's Exit Conference, Orlando's Wine Dinner, the Bowling for Literacy event, and the TACTC Conference in Olympia; she announced the TACTC May Spring Convention will be held in Spokane.

EXECUTIVE SESSION

Chair Carol Landa McVicker called for an executive session at 12:25 p.m. for the purposes of reviewing the performance of public employees. Executive session was expected to last until 12:45 p.m.

At 12:50 p.m. an announcement was made that executive session would last until 1:05 p.m.

At 1:00 p.m. an announcement was made that executive session would last until 1:30 p.m.

ADJOURNMENT

The meeting adjourned at 1:12 p.m. No further action was taken.

Secretary, Board of Trustees

Chair, Board of Trustees