MINUTES

WASHINGTON STATE COMMUNITY COLLEGE DISTRICT 17 BOARD OF TRUSTEES REGULAR MEETING

Present: Carol Landa-McVicker (chair), Ben Cabildo, Don Cox, Helen Malone and Patty Shea. Also present were Gary Livingston, Linda McDermott, Greg Stevens, Anne Tucker, Maureen McGuire, Joe Dunlap, Mark Palek, Scott Morgan, Carol Riesenberg, Pam Praeger, Terri McKenzie, Linda DeFord, Carla Naccarato-Sinclair, Greg Richards, John Hernandez, Mary Ann Nardecchia, David Cosby, Marlene Cortez, Sharon Kelly, Cheryl Bivens, Denise McKinnon, Ryan Naccarato and Christine Pearl (recorder)

Guests: Greg Bever, Greg Plummer, John Huffstutter, Patty Allen, Ken Burrus, Jim Minkler, David Moss and Stanley Stirling

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 East and West Board Rooms of the Max M. Snyder Building, 2000 N. Greene Street, Spokane, Washington, on Tuesday, September 25, 2007. Chair Carol Landa McVicker called the meeting to order at 8:35 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 Patty Shea seconded that the minutes of the July 17, 2007, regular meeting be approved as presented.

No. 07-33, Vote:

Yes: Ben Cabildo Yes: Don Cox Yes: Patty Shea Yes: Helen Malone

Yes: Carol Landa-McVicker

DISCUSSION: FACILITIES MASTER PLANS FOR SPOKANE COMMUNITY COLLEGE (SCC) AND SPOKANE FALLS COMMUNITY COLLEGE (SFCC)

Steve McNutt of NAC Architecture and IEL CEO Scott Morgan provided the Board with an overview of the draft master plans for the SCC and SFCC campuses. The two colleges have been involved in a review of their master plans, last adopted by the Board in 2005, over the past year. A color-coded map of each campus depicted currently funded renovation/remodel projects, future renovation/remodel projects, funded new buildings, funded building demolition, future building demolition and future building sites. Mr. Morgan advised the draft master plans will be reviewed with college committees, and forums will be conducted on the campus of each college. Information received from these meetings will be brought back to the Board in October when they will be asked to consider approval of the master plans.

David Moss, Water Reclamation Manager for Spokane County, advised the Board of a proposed water treatment project on what is being called the "Old Stockyards" site. Included in the project would be a pump station located on the northeast corner of the SCC campus; an easement for lines to the pumping station would also me involved. This item will be brought back to the Board in October for consideration of action.

BREAK

The meeting recessed at 9:50 a.m. and reconvened at 10:00 a.m.

REPORT: ALERT OF TENURE CONSIDERATION FOR FALL QUARTER 2007

Chief Human Resources Officer Greg Stevens reported there is one faculty member in his/her eighth quarter of tenure review to be considered for tenure by the Board at the November 20, 2007, board meeting:

Betsy K. Lawrence SCC English

Mr. Stevens advised the tenure file would be in the Board office on or before October 1, 2007, for trustee review.

DISCUSSION/ACTION: SERVICE LEARNING PROCLAMATION

In support of the many positive aspects of Service Learning, the Board of Trustees issued an official proclamation, which was read by Chancellor Gary Livingston:

WHEREAS, thousands of students, faculty and staff at Community Colleges of Spokane engage in innovative service learning programs every year that enrich the quality of life and economic vitality of our neighborhoods and community; and

WHEREAS, service learning integrates meaningful and vital community service with classroom instruction to teach the value of civic responsibility and participation; and

WHEREAS, students attending Spokane Falls Community College, Spokane Community College and the Institute for Extended Learning are encouraged through service learning and a wide range of educational experiences to become engaged citizens who volunteer, vote and value democratic society; and

WHEREAS, community college students of all ages and backgrounds throughout our six-county district are the hope and future of our region; and

WHEREAS, our three educational institutions are consistently recognized at the local, regional, state and national levels for their outstanding contributions to service learning, collaboration and leadership in higher education; and

WHEREAS, service learning broadens the perspective and enriches the life of each participating student:

NOW, THEREFORE, I, Carol Landa-McVicker, Chair, on behalf of the Community Colleges of Spokane Board of Trustees do hereby proclaim our commitment to

STUDENT SERVICE LEARNING AND COMMUNITY ENGAGEMENT

throughout Washington State Community College District 17 and urge all faculty, staff and students to recognize the contribution of this valuable endeavor.

Helen Malone moved and Patty Shea seconded that the Board of Trustees of Washington State Community College District 17 approve the proclamation in support of Service Learning as it was read in the open meeting and signed by the Board chair.

No. 07-34, Vote:

Yes: Ben Cabildo Yes: Don Cox Yes: Patty Shea Yes: Helen Malone

Yes: Carol Landa-McVicker

STATUS REPORTS: CAPITAL PROJECTS IN PROGRESS, BUDGET AND EXPENDITURES, AND HEAD START

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

Scott Morgan brought a Head Start item before the Board for consideration of action. Requirements for Head Start funding include a cash or in-kind match of 20% of the budget. The federal government's recent rules interpretation now disallows using the value of parents transporting their children to a Head Start site as part of the match. At the July 2007 Board meeting Trustees authorized a waiver request in the amount of \$100,900 for fiscal year 2007 to allow time for adjustment to the revised rule interpretation. Notification has now been received from the federal government that the request for waiver is required to be in a specific format, due in October.

Helen Malone moved and Ben Cabildo seconded that in keeping with its action of July 17, 2007, the Board of Trustees of Washington State Community College District 17 directs the staff to prepare a request for waiver to the ACF Office of Head Start in the amount of \$100,900 for Fiscal Year 2007. The Board Chair is authorized to sign the waiver request on behalf of the Board.

No. 07-35, Vote:

Yes: Ben Cabildo Yes: Don Cox Yes: Patty Shea Yes: Helen Malone

Yes: Carol Landa-McVicker

REMARKS FROM THE WASHINGTON FEDERATION OF STATE EMPLOYEES REPRESENTATIVE

David Cosby provided the following report:

- Facilities employees are busy with numerous remodel projects
- Marlene Cortez has been named to the Higher Education Negotiation Team
- The state convention will be held in Spokane at the Davenport Hotel October 5—7

Marlene Cortez reported classified staff have been very busy getting students enrolled in classes.

REMARKS FROM THE ASSOCIATION FOR HIGHER EDUCATION PRESIDENT

Carla Naccarato-Sinclair reported faculty are looking forward to the beginning of the new academic year.

REMARKS FROM SPOKANE FALLS COMMUNITY COLLEGE

Cheryl Bivens provided the following report on behalf of classified staff:

• Mini-grants were used by classified staff to attend the STTACC conference and the annual Washington State Credential Evaluators meeting

John Hernandez provided the following report on behalf of faculty:

- Thanked Helen Malone for her years of service to CCS as she leaves the Board of Trustees
- Welcomed Greg Bever to the Board of Trustees
- Congratulated Scott Morgan in his role as CEO of the IEL
- Recognized Joe Dunlap as Interim President of SCC

President Mark Palek provided the following report:

- Positive outcomes are being observed as a result of the student retention focus
- The initial offering of the First Year Introduction orientation program was provided during fall quarter; 70 students were served

REMARKS FROM THE INSTITUTE FOR EXTENDED LEARNING

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

- IEL faculty awards were given to Karen Snell, Lisa Williams, Susan Coffee, and Nina Beegle; Nina Beegle also received a Deccio Award
- Assistant Dean Rod Taylor reports the following grants have been received: ABE--\$497,569; EL Civics--\$101,370; Family Literacy \$65,000; and Limited English Proficiency--\$351,000

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

- Classified staff training will be offered on Friday, October 12, from 8:00 a.m. to 12:00 p.m.
- Construction Career Day 2007 will be held on October 4 and 5 at the Spokane County Fair and Expo Center

Chief Executive Office Scott Morgan provided the following report:

• Airway Heights Correction Center will hold a graduation ceremony on September 26

- Group orientations will be held, twice a week, beginning in October at the Adult Education Center
- Rod Taylor will be the liaison with SFCC for credit programs

REMARKS FROM SPOKANE COMMUNITY COLLEGE

Sharon Kelly provided the following report on behalf of classified staff:

- Staff Council has been working to put together a *Stop the Hate* workshop for November 7; a "Brown Bag Lunch" format is planned
- Janet MacKenzie of the Arts and Sciences division was selected for a classified staff excellence award, and Ruth Silverthorne received a Deccio Award

Greg Richards provided the following report on behalf of faculty:

- The Entrepreneurship Program currently has 23 students enrolled
- The Entrepreneurship Center will have an Open House on November 14th

Interim President Joe Dunlap provided the following report:

- SCC reports 36 new employees, 17 of which are tenure-track faculty members
- The SCC campus has two new tenants, the EWU Master of Social Work program and the Canadian College of ESL
- Two new programs at SCC began this fall quarter: Vascular Imaging and Massage Therapy

REMARKS FROM THE CHANCELLOR

Chancellor Gary Livingston provided the following report:

- Introduced Dr. Jim Minkler, the new District Academic Services Officer
- The fall conference opening events went very well
- The Board of Trustees were mailed earlier in the month the information related to activities recognizing Constitution Day, which was September 17; this information will also be made part of the meeting minutes
- Announced the HEC Board will hold a public forum regarding master planning on October 29, 11:30 a.m.—1:30 p.m., at the MAC
- CFO Linda McDermott provided an enrollment update report

REMARKS FROM THE BOARD AND BOARD CHAIR

Trustee Don Cox shared a CCS student success story of a young man who graduated from the SFCC graphic arts program, was hired by Schweitzer Engineering Labs in Pullman, and is now very successful as the head of their marketing department.

Patty Shea reported she attended the iBest Ceremony; Board meeting agenda planning; Kris Miller's retirement reception; the TACTC Legislative Conference; the District Administration barbecue and awards event; the fall conference events at SCC, IEL and SFCC; the Greater Spokane Inc. Annual Meeting; and the CCS Foundation Retreat.

Ben Cabildo expressed his appreciation for Community Colleges of Spokane's participation in the Unity in the Community event; special thanks went to Jim Mohr, Yvonne Montoya-Zamora, and Sharon Jones.

Helen Malone reported she attended the Head Start All-Staff Meeting; the District Administration barbecue and awards event; the fall conference events at SCC, IEL and SFCC; and the Greater Spokane Inc. Annual Meeting.

Carol Landa-McVicker reported she attended the TACTC New Trustee Orientation and Legislative Conference; the SBCTC Retreat; the District Administration barbecue and awards event; the fall conference events at SCC and the IEL; and the ACCT Conference in San Diego. In addition, she conducted a workshop at SCC entitled, *Getting Along in the Workplace*.

EXECUTIVE SESSION

Chair Carol Landa McVicker called for an executive session at 10:55 a.m. for the purposes of discussing litigation or potential litigation. Executive session was expected to last until 11:00 a.m.

ADJOURNMENT

The meeting adjourned at 11:00 a.m.	No further action was taken.
Secretary, Board of Trustees	Chair, Board of Trustees