MINUTES

WASHINGTON STATE COMMUNITY COLLEGE DISTRICT 17 BOARD OF TRUSTEES REGULAR MEETING

Present: Carol Landa-McVicker (chair), Greg Bever, Don Cox, and Patty Shea. Also present were Gary Livingston, Linda McDermott, Greg Stevens, Anne Tucker, Maureen McGuire, Joe Dunlap, Mark Palek, Scott Morgan, Carol Riesenberg, Dixie Simmons, Terri McKenzie, Linda DeFord, Carla Naccarato-Sinclair, Sheri Renner, John Hernandez, David Cosby, Marlene Cortez, Sharon Kelly, Ryan Naccarato, and Christine Pearl (recorder)

Guests: Greg Plummer, Jim Minkler, Millie Brumbaugh, Pat McGinty, Geri Swope, Molly Popchock, Joanne Murcar, Katherine Proff, Dan Bly, Peter Williams, Dave Moss, Dennis Dunham, Rick Alkire, Aaron Walden, David Moss

Excused: Ben Cabildo

CELEBRATING SUCCESS: INSTITUTE FOR EXTENDED LEARNING NEWPORT CENTER

Pat McGinty and Millie Brumbaugh of the IEL Newport Center provided a presentation on a new program offering, "JumpStart to College Success." The class was offered the week before the start of Fall quarter and provided students instruction in time management, study skills, the use of CCS resources, and transfer preparation to a university. Also provided was information on the use of "Snapstream"—a streaming program that permits students to view recorded class sessions over the web.

Non-traditional student Rick Alkire spoke to the Board of his experience with the "Snapstream" program, citing it as a college success class. Running Start student Aaron Walden also spoke as to how he has benefitted from the 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 East and West Board Rooms of the Max M. Snyder Building, 2000 N. Greene Street, Spokane, Washington, on Tuesday, October 16, 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

Greg Bever was officially welcomed to the Trustee table by Chair Carol Landa-McVicker; no one requested to speak at open microphone.

APPROVAL OF MINUTES

Don Cox moved and Patty Shea seconded that the minutes of the September 25, 2007, regular meeting be approved as presented.

No. 07-36, Vote:

Yes: Don Cox Yes: Patty Shea Yes: Greg Bever

Yes: Carol Landa-McVicker

DISCUSSION/ACTION: CONSIDERATION OF APPROVAL OF FACILITIES MASTER PLANS FOR SPOKANE COMMUNITY COLLEGE (SCC) AND SPOKANE FALLS COMMUNITY COLLEGE (SFCC)

Institute for Extended Learning Chief Executive Officer Scott Morgan explained drafts of the 2007 master plan updates were reviewed with the Board of Trustees at the September 25, 2007, meeting. Subsequent to that meeting campus facility committees reviewed the plans, and forums were conducted on each campus to solicit input. Issues that emerged as a result were:

- bike access and a trail along the rime of the property overlooking the river at SFCC; and
- preserving the "green" nature of the central campus area at SCC.

Discussion took place of the various planned changes to both campuses.

Don Cox moved and Patty Shea seconded that the Board of Trustees of Washington State Community College District 17 approve the facility master plans for Spokane Community College and Spokane Falls Community College as presented, subject to necessary technical corrections and editing.

No. 07-37, Vote:

Yes: Don Cox Yes: Patty Shea Yes: Greg Bever

Yes: Carol Landa-McVicker

DISCUSSION/ACTION: CONSIDERATION OF APPROVAL OF EASEMENT AND SALE OF REAL PROPERTY

This agenda item was originally presented to the Board at the September 25, 2007, meeting. An overview of the proposed Spokane County pumping station and easement on the Spokane Community College campus was presented by District Director of Facilities Greg Plummer. The question was posed of a long-term lease to Spokane County rather than sale of the property; Mr. Plummer responded that the County's interest is in purchasing the property.

Patty Shea moved and Don Cox seconded that the Board of Trustees of Washington State Community College District 17 grant the administration the authority to negotiate with Spokane County the sale of approximately 1.2 acres of Spokane Community College property and easements as required for a water reclamation facility pumping station. The administration is also authorized to provide final easement and sale documents to the State Board for Community and Technical Colleges for approval and execution.

No. 07-38, Vote:

Yes: Don Cox Yes: Patty Shea Yes: Greg Bever

Yes: Carol Landa-McVicker

DISCUSSION: COMMUNITY COLLEGES OF SPOKANE MAJOR CAPITAL BUDGET REQUESTS—2009-2011 BIENNIUM

Every two years the State Board for Community and Technical Colleges (SBCTC) considers proposals for new major capital projects. IEL CEO Scott Morgan provided an overview of the project categories established by the SBCTC: renovation, replacement, growth and matching fund; the selection process is very competitive.

For the 2009-2011 biennium, CCS will submit the following project proposals:

Spokane Community College:

- Replacement: replace the south wing of the Main Building with a standalone structure of approximately 75,000 square feet. Estimated total cost of the project is \$20 to \$22 million.
- Renovation: renovate the Environmental Sciences complex, which consists of three buildings—Environmental Science (#8), Environmental Science Annex (#111), and the Greenhouse (#10). Estimated total cost of the project is \$11 to \$13 million.

• Matching fund: a "River Walk" that would provide a strong campus connection with the Spokane River. Estimated total cost of the project is \$800,000 to \$900,000, of which the college would need to match half.

Spokane Falls Community College:

- Replacement: replace the Fine Arts Building (#6) and the Photography Building (#11) with a single building of up to 60,000 square feet to house both departments. Estimated total cost of the project is \$17 to \$18 million.
- Renovation: renovate the original section of the gymnasium making it accessible (ADA compliant) for college events as well as Physical Education programs; as part of the project locker rooms, faculty offices and classrooms on the south end of the building would be replaced and a new structure would be added on the north side to provide accessibility and space for program growth. Estimated total cost of the project is \$13 to \$16 million.
- Matching fund: renovate the outdoor sports complex, including the stadium and soccer field. Estimated total cost of the project is \$4.3 to \$4.5 million.

This agenda item will be brought back to the Board at the November 20, 2007, meeting for consideration of adoption of the project proposals. Mr. Morgan advised as the proposals are further refined the budget amounts would become more precise.

BREAK

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

REPORT: INSTITUTE FOR EXTENDED LEARNING STRATEGIC PLAN REVIEW

IEL Vice President of Learning Dixie Simmons began the presentation by reviewing the initial IEL Strategic Plan 2004-07 and its six objectives: enrollment; community presence; communication; financial management; systems and processes; and facilities. The goal was to become "One IEL." Progress has been made in meeting increasing enrollments; improving internal and external communication; and unifying systems and processes in IEL operations and budget management.

The IEL's strategic plan emphasis for 2007-08 has shifted in response to changing circumstances and will focus on four major areas: access; student achievement; partnerships; and resources. IEL administrators elaborated on each topic area:

- <u>Access</u>—Molly Popchock, ESL Coordinator
 - o Increase IBEST offerings with two SFCC and one additional SCC programs

- o Increase Adult Education class offerings from 8 a.m. to 9 p.m. in three main centers.
- o Offer online GED/ESL classes each quarter
- o New programs at "new" locations
- Student Achievement—Linda DeFord, Acting Dean of Student Services
 - o Increase number of students earning GED/HS diploma by 2%
 - o Increase student success in developmental English and math by 2%
 - o Increase students transitioning to college by 2%
 - o Increase number of students completing 15 and 30 college credits by 2%
 - New initiatives in curriculum; advising and orientation; and student support
- <u>Partnerships</u>—Katherine Proff, Economic Development Manager
 - o Success for students with new program at Pine Lodge, three new IBEST programs, and enhanced "Pizza, Pop and Power Tools" program
 - Success for CCS in the collaboration of SCC/SFCC/IEL for new IBEST programs; SCC and SFCC instructors provide training in IEL programs
 - o Success for community with Sustainable Building Programs; Seniors Programs at 32 sites
 - Success for business with Economic and Workforce Development; Job Skills Program Grants
- Resources—Scott Morgan, Chief Executive Officer
 - o Budget challenges are geographic and programmatic
 - o Facilities challenges include the Magnuson Building, the Adult Education Center, Hillyard Center and Pullman Center
 - o Technology challenges are considered critical and include bandwidth, equipment and support staff

In summary, Mr. Morgan stated victory has been declared on the "One IEL" with the process changes that have been put into place. In moving forward, "the ends" will be access, student achievement, partnerships and resources.

Questions were asked and answered.

REPORT: PREVIEW OF 2008 LEGISLATIVE ISSUES

Board Chair Carol Landa-McVicker introduced this topic, noting the importance of being prepared and informed with the legislative issues that will be going forward. Dr. Livingston provided two handouts; the first entitled the SBCTC 2008 Supplemental Operating and Capital Budget Request. He noted the document has been reviewed by both WACTC and TACTC; it is preliminary and subject to revision.

SBCTC Executive Director Charlie Earl advised that as a result of his participation in Governor Gregoire's cabinet meetings, the dollar amounts listed may be more ambitious than what may be acceptable. Thus, it may be advantageous to trim the list prior to submission.

Dr. Livingston provided the following review of the SBCTC 2008 Supplemental Operating and Capital Budget Request:

Operating Budget:

- Economic Demand Category
 - o Worker Retraining Program—\$5.7 million (believe this proposal has a good chance of going forward)
- Student Success Category
 - o Running Start—\$7 million
 - o College in the High School—\$1.7 million (believe this proposal will probably be taken off)
- Innovation Category
 - o Instructional Equipment—\$7.5 million (high priority)
 - o Digital Library Resources—\$1.5 million (may be combined with Instructional Equipment, but fund distribution could be problematic)
- Emergent Issues
 - o Campus Security—\$8.5 million (believe Legislature will be sensitive to this issue)
 - o E-Discovery—\$1.6 million (worthy of attention)
- Technical Budget Corrections
 - o Facilities Maintenance and Operations Funding—\$1.9 million
 - o Compensation Funding Shortfall—\$937,000 (a priority)
 - o Office of Financial Management enterprise Systems Fee—\$1.1 million
 - Fund Shift Correction

Capital Budget:

- Expansion of Gardner/Evans/Locke—\$1 billion
- Capital Project Cost Escalation—\$6.3 million

Dr. Livingston noted both the AFT and WEA are very interested in talking with legislators regarding the issue of part-time/full-time conversion; class size; additional 3% catch-up COLA; and job-security language issues. These issues will be discussed by the SBCTC and could possibly become part of the above document.

It was explained by Dr. Livingston that the supplemental budget year is also used to identify three or four areas to discuss with legislators and educate them in preparation for the next biennium. To that end the second document, Policy Issues for "Educational Purposes" 2008 Legislative Session, is very helpful; it lists the following four topics:

- Retire/rehire restrictions in HB 2391
- Quality awards to allow use of accreditation efforts to meet requirements
- Child care
- ESL/ABE tuition shortfall

Narratives were provided for each topic that expounded on the community and technical college position.

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.

Interim District Director, Head Start/Early Head Start Dan Bly reported that with regard to the Head Start non-federal match problem, Chief Financial Officer Linda McDermott reviewed all the facilities currently being used by the Head Start and Early Head Start programs, and it appears these will provide \$595,000 in matching funds. This means there will be no need for a waiver for this current year, and may also resolve the problem for next year.

REMARKS FROM THE ASSOCIATION FOR HIGHER EDUCATION PRESIDENT

Carla Naccarato-Sinclair provided the following report:

- Welcomed Greg Bever to the Board
- She hosted Jan Yoshiwara and David Prince of the SBCTC as they made a presentation to faculty senate regarding student achievement
- She will be participating on the state-wide salary schedule committee for the SBCTC
- October 29—November 2 is Contingent Part-Time Faculty Week

REMARKS FROM THE WASHINGTON FEDERATION OF STATE EMPLOYEES REPRESENTATIVE

David Cosby provided the following report:

- The collective bargaining process is moving forward
- The WFSE convention was held in Spokane two weeks ago, with an appearance by Governor Gregoire

REMARKS FROM THE INSTITUTE FOR EXTENDED LEARNING

Chief Executive Officer Scott Morgan provided the following report:

• Literacy Week will be acknowledged next week

 A proclamation was received from the Spokane City Mayor and City Council in commemoration of the IEL's work for literacy

REMARKS FROM SPOKANE COMMUNITY COLLEGE

Sheri Renner provided the following report on behalf of faculty:

- Welcomed Greg Bever to the Board
- Echo Rantanen was selected by Cisco Systems as the Exceptional Faculty Representative from the State of Washington; Ms. Rantanen is planning the 1st Annual Northwest Cisco Networking Academy Conference for Instructors, which will take place on November 15—16
- The Business Technology Department has implemented Office 2007
- The English Department recently hosted Teaching English in the Two-Year College Regional Conference
- Allied Health hosted a study tour from Osaka College of high technology students
- Andy Buddington took students from the SCC Student Association for Nature and the Environment on a hike to old growth cedar forests

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

- The date for the Stop the Hate Workshop has been changed from November 7 to November 5
- Advised how much she enjoyed attending the Deccio Award event, thanking those who made it possible

Interim President Joe Dunlap provided the following report:

- The Center for Entrepreneurship Grand Opening will be November 14 from 4:00—6:00 p.m.
- The President's Speaker's Series will feature Dr. Dana Baumeister on November 8 at 7:30 p.m.; her presentation is entitled "What Would Nature Do? Biomimicy as a Path to Sustainability"
- On October 22 there will be a Combined Fund Kickoff event: a Chili Cookoff and Brownie Bakeoff in the Lair Deli beginning at 11:30 a.m.
- Welcomed Greg Bever to the Board

REMARKS FROM SPOKANE FALLS COMMUNITY COLLEGE

John Hernandez provided the following report on behalf of faculty:

- Welcomed Greg Bever to the Board
- Reported several programs have been implemented at SFCC for student success: First Year Experience; Title III; Student Persistence; and Student Achievement Incentive

President Mark Palek provided the following report:

- Welcomed Greg Bever to the Board
- The accreditation focused interim report is due Friday
- The college mission and core values have been updated and will be reported at the next meeting
- In fall 2008 SFCC will offer a three-quarter sequence in the Salish language
- The Bioneers Conference will be held at SFCC October 19-21
- SFCC is participating in a project entitled "The Congressional District Action Team" to attempt to increase civic engagement among young people

REMARKS FROM THE CHANCELLOR

Chancellor Gary Livingston provided the following report:

- A Board retreat is planned for November 9
- The administration is thinking of combining the Finance Committee meetings with District Council meetings
- The Orlando's Wine Dinner is the evening of October 19
- The HECB Strategic Master Plan Public Forum will be held on October 29

REMARKS FROM THE BOARD AND BOARD CHAIR

Patty Shea provided the following report:

- Reviewed the tenure file
- Attended the agenda planning meeting
- Attended a new trustee orientation meeting
- Advised she appreciated the Jan Yoshiwara/David Prince presentation regarding student achievement

Greg Bever reported he is pleased to be a member of the CCS Board of Trustees and is looking forward to working with everyone. He thanked Dr. Dunlap for meeting with him and providing a tour of the SCC campus.

Carol Landa-McVicker provided the following report:

- The Board retreat will include a board self-evaluation (a form was distributed) and reviewed the retreat agenda
- Attended a new trustee orientation meeting
- Will be attending the Head Start Policy Council meeting that evening
- Announced Governor Gregoire will be holding a Town Hall meeting in Spokane on October 30

ADJOURNMENT

The meeting adjourned at $12:00 \text{ p.m.}$	No further action was taken.
Secretary, Board of Trustees	Chair, Board of Trustees