

MINUTES

WASHINGTON STATE COMMUNITY COLLEGE DISTRICT 17 BOARD OF TRUSTEES REGULAR MEETING

Present: Patty Shea (chair), Greg Bever, and Carol Landa- McVicker. Also present were Gary Livingston, Greg Stevens, Anne Tucker, Maureen McGuire, Joe Dunlap, Scott Morgan, Dixie Simmons, Steve Bays, Amy Lopes-Wasson, David Cosby, Sharon Kelly, and Christine Pearl (recorder)

Guests: Greg Plummer, Dan Bly, Rick Lewis, Patci Ryan, Rod Taylor, Pat McGinty, Stephanie Beaulieu, Theresa vonMarbod

Excused: Ben Cabildo, Don Cox

CELEBRATING SUCCESS: INSTITUTE FOR EXTENDED LEARNING OUTLYING SITES

Associate Dean for Adult Education and Transitional Studies Rod Taylor explained how the Institute for Extended Learning's outlying sites (Colville, Newport, Inchelium, Ione, Republic, Pullman and Fairchild) accommodates the 12,302 square mile Community Colleges of Spokane service area. These centers provide instruction and services to students through various methods including traditional on-site, ITV, online and a combination of these in hybrid formats. Information regarding enrollments was presented for several of the centers.

Vice President of Learning Dixie Simmons reviewed outlying sites successes, such as:

- Increased collaboration with DSHS to provide opportunities to rural WorkFirst participants
- Increased collaboration with SFCC to provide more IEL online section of existing classes and new online offerings

Dr. Simmons also reviewed how the patterns of enrollment are changing at outlying sites; explained hybrid classes and a "Green" scheduling pilot project; and examined new initiatives for 2008-2009.

Newport Center Manager Pat McGinty thanked Anne Tucker and Shawn Wash for increased advertising, which she believes has influenced increased enrollments. New class offerings have been added in the fields of fire science and welding. She also presented information regarding the college success program, Jump Start.

CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL

The Board of Trustees of Washington State Community College District 17 held a regular meeting at the Institute for Extended Learning's Newport Center, 1204 W. Fifth Street, Newport, Washington, on Tuesday, June 17, 2008. Chair Patty Shea called the meeting to order at 9:20 a.m., followed by the Pledge of Allegiance and roll call.

INTRODUCTIONS AND OPEN MICROPHONE

Trustee Carol Landa-McVicker introduced her sister, who was a guest at the meeting, Superintendent of the Newport School District Theresa vonMarbod.

No other introductions were made; no one requested to speak at open microphone.

APPROVAL OF MINUTES

Carol Landa McVicker moved and Greg Bever seconded that the minutes of the May 20, 2008, regular meeting be approved as corrected.

No. 08-19; motion carried.

DISCUSSION/ACTION: CONSIDER AUTHORIZATION TO GRANT THE STCU/CCS EXCEPTIONAL FACULTY AWARDS

Community Colleges of Spokane Foundation Grants Coordinator Patci Ryan advised the Board this year's awards have been increased from \$1000 to \$1200 per person. The Exceptional Faculty Award Endowment Fund, consisting of contributions from the CCS Foundation and the Spokane Teachers Credit Union, with matching dollars from the Washington State Legislature, provides the funding for the awards.

The Exceptional Faculty Awards are granted via a nomination process to a district-wide committee; the committee develops the nomination criteria and elects a committee chair. Spokane Community College Accounting Instructor Rick Street agreed to be the committee chair again this year. Mr. Street provided the following four criteria upon which nominees were evaluated:

- Demonstrated concern for students' education;
- Demonstrated effort in going above and beyond classroom instruction, e.g. assisting students outside of the classroom with course work or counseling;
- Demonstrated leadership in the department, e.g. participation on committees;

- Demonstrated involvement in activities outside of the department, e.g. participation on district or state-wide committees, or community involvement.

Mr. Street went on to announce the following faculty members as the 2008 Spokane Teachers Credit Union and CCS Foundation Exceptional Faculty Award Recipients:

- Asa Bradley, SFCC Physics Instructor
- Charles Zimmerman, SFCC Music Instructor
- Lori Monnastes, SFCC English Instructor and ITALIC Coordinator
- Dr. Evelyn Florio, SFCC Sociology Instructor
- Sylvia Garcia, SCC Cosmetology Instructor
- Cindy Deffee, SCC Agriculture/Horticulture Instructor
- Paul Overfield, SCC Toyota T-Ten Automotive Instructor
- Andrea Reid, SCC English Instructor
- Luisa Orellana, IEL English as a Second Language Instructor, Adjunct
- Kathy George, IEL Adult Basic Education Instructor, Adjunct
- Pat Lamb, IEL Developmental Education Instructor
- Cielito Brekke, IEL English as a Second Language Instructor, Adjunct

Carol Landa McVicker moved and Greg Bever seconded that the Board of Trustees of Washington State Community College District 17 approve the granting of Exceptional Faculty Awards for the 2008-2009 academic year as recommended by the committee.

No. 08-20; motion carried.

REPORT: SALING AWARDS FOR EXCELLENCE

The Saling Awards for Excellence Endowment Fund was established by the CCS Foundation in 2006. Former Spokane Falls Community College President Dr. Gerald Saling contributed \$40,000 toward this endowment. The Saling Awards were established to recognize professional exempt employees and mid-level administrators (below the vice president level). A district-wide committee is appointed to develop criteria for nominations and elect a chair. The committee chair, Stephanie Beaulieu, advised the board 25 nominations were received, and from those the following four recipients were selected to each receive a \$1000 Saling Award for Excellence:

- Dennis Keen, SCC Interim Dean for Arts and Sciences
- Cynthia “Kyla” Bates, SFCC Distance Learning Manger
- Vicki Bolks, SCC Registrar
- Roxanne Beloit, IEL Registrar

BREAK

The meeting recessed at 9:45 a.m. and reconvened at 10:05 a.m.

REPORT: E-COMMUNICATION INITIATIVES

The E-Communications Initiatives report was presented to the Board by Public Information Officer Anne Tucker. Three new projects were launched this past spring: iCatalog; CCSnet; and Google Adwords. Two new emergency communications tools will be tested this summer, ACE Message and CCS Alerts; this will be in collaboration with the Emergency Preparedness study that has been taken place over the last few months. A short demonstration was given for each project.

DISCUSSION: CONTINUATION GRANT APPLICATION FOR HEAD START AND EARLY HEAD START FUNDING FOR FY 2009

Dan Bly, Interim District Director of Head Start/ECEAP/Early Head Start, explained the Administration for Children and Families (ACF) funds Head Start and Early Head Start Programs annually, through continuation grants. The application requirements cycle through three-year periods, with the first application extensive and subsequent applications relatively abbreviated. The Spokane programs are in the first year application phase, and this application will include a full project description, covering the period November 1, 2008, through October 31, 2009.

Mr. Bly explained the process for gathering the information contained in the application. Major goals and objectives included in the Head Start proposal are:

- Access
- Achievement
- Partnerships
- Resources

The impact of increasing costs, coupled with flat funding and inflationary trends will present challenges in the next budget period following this grant application. Mr. Bly explained the following examples of adjustments to the program may be required:

- Increase child care fees to students;
- Continue to evaluate staff position requirements and caseload;
- Increase the double session classes to 3.5 hours from 3.25;
- Consider food services options;
- Moving children from smaller sites and consolidating centers to improve economies of scale, efficiencies, and rents.

This item will be brought back to the Board for consideration of approval at their July 2008 Board meeting.

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.

District Director of Facilities Greg Plummer reported:

- Demolition will be taking place of buildings three and fourteen on the SFCC campus
- Renovation and improvement has begun of the SFCC Maintenance Building
- Bids will be received on June 18th for the summer parking lots improvements project
- Seven consultants have expressed interest in the Magnuson Building renovation project
- The Lair Deli Coffeehouse pre-construction conference is scheduled for June 18th
- NAC has been selected to design the new SCC campus entrance on Mission Street.

Interim District Director of Head Start/ECEAP/Early Head Start Dan Bly reported:

- The results of the federal review have been received; of the three findings, one has been dropped; the program is in the process of addressing the two that remain
- The Spokane County Community Services audited the Infant/Toddler contract with no findings needing correction

Institute for Extended Learning Chief Executive Officer Scott Morgan reported three candidates were interviewed for the position of Director of Head Start/ECEAP/Early Head Start. Forums, reference checks, etc. were held; two candidate names were forwarded to the IEL CEO by the committee. An offer was made to the candidate selected by the CEO; unfortunately the offer was turned down. At this time it was decided to hold an interim search, and launch another search for a full-time director next spring.

REMARKS FROM THE ASSOCIATION FOR HIGHER EDUCATION PRESIDENT

No report submitted.

REMARKS FROM THE WASHINGTON FEDERATION OF STATE EMPLOYEES REPRESENTATIVE

David Cosby provided the following report:

- The contracting-out issue has always been a point of contention, but now some positive talks are underway, with a very reasonable process in place

REMARKS FROM SPOKANE FALLS COMMUNITY COLLEGE

Interim Vice President of Student and Administrative Services Steve Bays provided the following report on behalf of President Mark Palek:

- The regular interim visit for accreditation will be October 9 and 10; it is anticipated the final report will be complete in early September
- Regarding recent hires: the person selected as dean for social sciences accepted employment with another Spokane institution; Jim Minkler has agreed to temporarily serve as the Dean of Instruction for Social Science and Philosophy through mid-August; Frank Powers has been hired as the Dean of Instruction for Professional/Technical Education; and Alex Roberts has been hired as the Vice President of Student Services

REMARKS FROM THE INSTITUTE FOR EXTENDED LEARNING

Chief Executive Officer Scott Morgan thanked everyone for coming to the Newport Center to hold the Board of Trustees meeting. He also thanked Board members for their attendance at IEL graduation ceremonies.

REMARKS FROM SPOKANE COMMUNITY COLLEGE

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

- Classified Staff will have a Summer Salad Social on June 18th in the Hagan Center
- She attended the SCC Years of Service and Retirement Event on June 6th
- She attended the new dean forums
- She attended her division's year end events

President Joe Dunlap provided the following report:

- Thanked the Board members for attending the SCC graduation ceremonies; Governor Gregoire was the keynote speaker at the 4:00 p.m. ceremony and Trustee Greg Bever was the keynote speaker at the 7:30 p.m. ceremony
- SCC awarded 1,627 degrees and certificates during the two commencement events
- This week the Washington State House of Representatives Community and Economic Development and Trade Committee, chaired by Rep. Phyllis

Gutierrez Kenney, will be in Spokane and tomorrow they will be on the SCC campus to take part in Manufacturing Week

- The SCC accreditation visit is scheduled for October 6 and 7
- Two new deans have been hired: Dr. Virginia Tomlinson as Dean of Instruction for Arts and Sciences; and Tom Gribble as Dean of Instruction for Business, Hospitality and Information Technology

REMARKS FROM THE CHANCELLOR

Chancellor Gary Livingston provided the following report:

- All of the Community Colleges of Spokane graduation ceremonies went very well; Governor Gregoire shared with him how impressed she was with the ceremony and the respectfulness and decorum of the students
- It appears final enrollment will be right around 300 FTE over the target, which means the two-year running average is protected
- Reminded everyone there will not be a Board of Trustees meeting in August
- The faculty contract has not been completed; it has been amicably carried over to next fall with a goal of having the contract complete by winter break

REMARKS FROM THE BOARD AND BOARD CHAIR

Greg Bever reported he enjoyed the IEL Colville graduation ceremony, and an equally enjoyable graduation SCC last night.

Carol Landa-McVicker reported attending the CCS Foundation Dinner and recognition of Dr. Welty; the SCC Years of Service and Recognition event; and lots of travel on behalf of TACTC as their president.

Patty Shea reported attending the SCC Years of Service and Recognition event; the Board agenda planning meeting; the CCS Foundation Ice Cream Social; the All School Awards Banquet; the CCS Foundation Meeting and Annual Dinner; the Spring Sports Awards Banquet; and the graduation ceremonies at SFCC and SCC.

EXECUTIVE SESSION

At 11:37 a.m. Chair Patty Shea called for an executive session under RCW 42.30.110(1) to discuss with legal counsel representing the agency matters relating to agency enforcement actions or, litigation or potential litigation. Executive session was expected to last until 11:47 a.m.

Chair Patty Shea announced executive session under RCW 42.30.110(1) had ended at 11:42 a.m. with the regular meeting reconvened. No action was taken by the Board during executive session.

ADJOURNMENT

The meeting adjourned at 11:43 a.m. No further action was taken.

Secretary, Board of Trustees

Chair, Board of Trustees