

MINUTES

WASHINGTON STATE COMMUNITY COLLEGE DISTRICT 17 BOARD OF TRUSTEES REGULAR MEETING

Present: Greg Bever, Ben Cabildo, Don Cox, and Carol Landa- McVicker. Also present were Gary Livingston, Linda McDermott, Greg Stevens, Anne Tucker, Jim Minkler, Maureen McGuire, Joe Dunlap, Mark Palek, Scott Morgan, Dixie Simmons, Carla Naccarato-Sinclair, Greg Richards, John Hernandez, Mary Ann Nardecchia, David Cosby, Kathy Rynning, Dawn Chavez, Oscar Ocaña, Camey Anderson, and Christine Pearl (recorder)

Guests: Greg Plummer, Mark Mattke, Joanne Murcar, Dan Wenger, Sharon Niblock, Jim Brady, Jocelyn Fitzgerald, Patty Allen, Dennis Dunham, Jovonna Dunbar, Linda Soares, LaDonna Roles, Scott Somers, Ann Martin, Mark Dailey, Tim White, Ty Landis, Jon Weiner, Eric Wilson

Excused: Chair Patty Shea

CELEBRATING SUCCESS: INSTITUTE FOR EXTENDED LEARNING'S PLUS 50 PROGRAM

Dr. Joanne Murcar, Dean of Instruction for Business and Community Training, provided the presentation on the Plus 50 Program. This program is geared toward the demographic known as “the baby boomers” entering their retirement years, choosing to redefine life after age 50. Many plus 50 adults will remain in the workforce for interest/enjoyment, others for the income, and a smaller segment will start their own business; for many, not working is not an option.

The Plus 50 initiative provides training and retraining, reaching out to adult learners to provide practical skills, prior learning assessment, accelerated program formats, improved career counseling, and job placement.

Also presenting to the Board were two students of the program, Linda Soares and LaDonna Roles, who shared how Plus 50 has made a difference in their lives.

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 Institute for Extended Learning Lodge Main Lounge, 3305 W. Fort George Wright Drive, Spokane, Washington, on Tuesday, October 21, 2008.

Vice Chair Don Cox called the meeting to order at 9:10 a.m., followed by the Pledge of Allegiance and roll call.

INTRODUCTIONS AND OPEN MICROPHONE

Trustee Carol Landa-McVicker asked for a moment of silence to remember Dr. Mark Kondo.

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

APPROVAL OF MINUTES

Greg Bever moved and Ben Cabildo seconded that the minutes of the September 16, 2008, regular meeting be approved as presented.

No. 08-28; motion carried.

REPORT: SPOKANE FALLS COMMUNITY COLLEGE MAJOR PROJECTS DESIGN UPDATE

A report was presented to the Board of Trustees regarding three state-funded major projects at the Spokane Falls Community College campus. The Early Learning Center will be a new, single-story building comprised of 15,155 square feet. Features include all natural lighting; radiant floor heating; a kitchen; a laundry; and two playgrounds. Construction will begin in August 2009 with occupancy scheduled for September 2010.

Renovation of the Music Building will include a 19,567 square foot, two-story addition. When completed, the building will feature music studios and practice rooms with the required acoustical engineering and sound deadening; a modern recording studio; and upgrades to dressing rooms, the lobby and support areas for the auditorium. Construction will begin August 2009 with occupancy scheduled for January 2011.

The original Chemistry and Life Science Building from 1967 will be replaced with a new 69,825 square foot, three-story Science Building. Features of the new building include 15 total labs, energy efficiency building techniques, and a planetarium. When the building was designed the focus was placed on the requirements of science today and in the future. Construction will begin in August 2009 with occupancy scheduled for July 2011.

**DISCUSSION/ACTION: CONSIDER APPROVAL OF BOARD POLICY
5.20.04—RESERVES**

This agenda item was presented to the Board for first reading at the September 16, 2008, meeting. Chief Financial Officer Linda McDermott explained that as directed by the Board-developed strategic plan, Community Colleges of Spokane (CCS) has been maintaining operating reserve funds. This proposed policy formalizes that Board directive.

Greg Bever moved and Carol Landa-McVicker seconded that the Board of Trustees of Washington State Community College District 17 approve Board Policy 5.20.04—Reserves, as presented.

No. 08-29; motion carried.

BREAK

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

**REPORT: FALL QUARTER 2008 TENTH DAY ENROLLMENT STATUS
REPORT; SUMMER QUARTER 2008 FINAL ENROLLMENT REPORT**

Linda McDermott reported CCS had a strong summer quarter 2008 enrollment with FTEs 11.4% above summer quarter 2007. For fall quarter, as of the 10th day, Spokane Falls Community College is 92 FTEs over target, while Spokane Community College and the Institute for Extended Learning will continue to enroll students throughout the quarter; both are expected to meet or exceed their target enrollments. Mrs. McDermott advised the annual year-to-date comparison reflects a 2% increase in enrollment over the same time last year.

REPORT: IMPLEMENTATION OF COMMON COURSE NUMBERING

Common course numbering was implemented at CCS during summer quarter 2008; and, according to Dr. Jim Minkler, everything worked quite well. Faculty were key to the success of the process. The project also involved communication with high schools and four-year institutions; revision of the catalog, advising worksheets, career planning guides and quarterly schedules; and the creation of a crosswalk and database. It seems the transferring of credits is presenting a problem, but it appears to be at the department level and is being addressed.

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 six projects are in the “accepted” or “completed except for the paperwork” category; the Facilities Department also has active projects at Felts Field, the Colville Center, and Building 15 at SCC.

Linda McDermott reported the expenditure report reflects a supplemental allocation received from the state board, which will primarily benefit SCC for aerospace apprenticeship funding, apprenticeship enrollments, and funding for two workforce area programs.

Patty Allen, Interim District Director of Head Start/ECEAP/Early Head Start, distributed the Head Start newsletter. She noted that Trustee Carol Landa-McVicker represented the Board when Senator Patty Murray paid an on-site visit at the Northeast Community Center, visiting with Head Start parents and children. Ms. Allen also reported the Head Start program will be featured in a taping of “Community College Connection.”

REMARKS FROM THE WASHINGTON FEDERATION OF STATE EMPLOYEES REPRESENTATIVE

David Cosby reported the collective bargaining agreement was ratified at the end of September; the next step is approval by the legislature.

REMARKS FROM THE ASSOCIATION FOR HIGHER EDUCATION PRESIDENT

Carla Naccarato-Sinclair provided the following report:

- Thanked Trustee Ben Cabildo for attending the AHE new faculty reception
- She attended the District Equity Council luncheon and meeting; good ideas were shared
- Bargaining continues; the hope is to be completed by Christmas break
- The faculty are ready to work with the administration regarding budget constraints

REMARKS FROM SPOKANE FALLS COMMUNITY COLLEGE

John Hernandez provided the following report on behalf of faculty:

- Class schedules for winter quarter are available online
- Registration for winter quarter begins November 12
- The first day of winter quarter classes is January 5

Oscar Ocaña provided the following report on behalf of students:

- A campus clean-up event was held on October 1; Dr. Palek was thanked for his participation/support
- Security is the theme for the month of November
- On November 7th a “Stop the Hate” presentation will be held at 1:00 p.m.
- Budget talks for next year are taking place

President Mark Palek provided the following report:

- No recommendations were received at the accreditation exit interview; there were two commendations received, one for how the entire college embraces student success/achievement, and the second for the climate of collegiality and collaboration, particularly in the relationship between SFCC and the IEL
- A display is currently taking place in the Administration Building to showcase SFCC authors; a very impressive display with three shelves of books
- The Washington State Pest Management Association is presenting a day to honor biology faculty member Laurel Hansen, a world-wide expert on carpenter ants
- The Bioneers Conference was held on campus this past weekend
- An all-college meeting will take place this afternoon
- The Second Annual Math Symposium will be held on November 4
- A “Math is Cool” competition will be held on October 24

REMARKS FROM THE INSTITUTE FOR EXTENDED LEARNING

Dawn Chavez provided the following report on behalf of classified staff:

- Various activities recognizing Adult Literacy Week are being held, including a 2:30 p.m. event today at the Northwest Blvd. Safeway store
- KXLY Radio will be interviewing Assistant Dean for WorkFirst and I-BEST Jennie Martin regarding adult education and employment in Spokane
- Construction Day was held at the Spokane County Fairgrounds; 700 high school students participated in this event

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

- Judy Campbell and Jean Gassman’s grant—Universal Design in Learning—ends in November; it provided many good experiences for students and instructors
- Tibetan monk Geshe Phelgye provided a presentation on universal compassion at the Hillyard Center on October 15th

Chief Executive Officer Scott Morgan provided the following report:

- This week is Adult Literacy Week, with Spokane Mayor Verner and Governor Gregoire both having officially proclaiming it as such; an official

proclamation was read at the Monday, October 20th, Spokane City Council meeting and that official document was presented to the Board

- Acknowledged the celebration taking place at 2:30 p.m. today at the Northwest Blvd. Safeway store, thanking store officials for their partnership and for hiring IEL students and former students
- Noted today is Hire Ability Day with a luncheon to be held at 12:00 noon
- The Artluck Show will be held at the IEL on November 4th from 6:00—8:00 p.m.
- ChangePoint! will hold their annual reunion on November 6th from 4:30—7:00 p.m.

REMARKS FROM SPOKANE COMMUNITY COLLEGE

Greg Richards provided the following report on behalf of faculty:

- Cosmetology has a pink hair extension fundraiser during the month of October to benefit the National Breast Cancer Foundation; to date \$2,500 has been raised
- The Business/Technology Program had their first graduation at the Pine Lodge Corrections Center for Women; 18 students completed the office assistant program
- The Entrepreneurship Program will hold a meet and greet/open house on October 29th from 3:00—4:30 p.m.; the current cohort has 22 students

Kathy Rynning provided the following report on behalf of classified staff:

- There was a great turnout of classified staff for the pink hair fundraiser
- A classified staff training will be held on Friday, October 24th; the topic will be security
- This fall SCC has implemented a new shared governance model; she and Jovonna Dunbar will be participating on behalf of classified staff

Camey Anderson provided the following report on behalf of students:

- Student government officers attended a leadership retreat in Rathdrum
- Seven student government officers attended the accreditation breakfast
- A Family Fun Night is planned for students and their families on October 30th

President Joe Dunlap provided the following report:

- The five-year accreditation visit has been completed with two very minor recommendations: more dissemination of the SCC strategic plan, and articulate the multiple indices more clearly by which adjunct faculty are evaluated; three commendations were received: 1) financial stewardship/financial planning consistent with Board directives; 2) master planning on campus that relates to the new facilities and the use of facilities, specifically the library and the Hagan Center; 3) commitment to developing

positive relationships with SCC's business and community partners with regard to advisory committees for technical education-related programs

- On October 22 Spokane Mayor Verner will take part in a panel presentation on sustainability
- NPR's Scott Simon will be presenting on campus October 28 and 29
- The next Geology Lecture Series will be on November 12th at 7:00 p.m. and is entitled *A Sky Full of Mountains*
- The Dental Assisting program will offer an expanded function dental auxiliary clinic on November 14, 15, 21 and 22

REMARKS FROM THE CHANCELLOR

Chancellor Gary Livingston provided the following report:

- Reported the District Equity Council meeting provided the opportunity for a very good conversation; there were some challenges placed on the table that do need to be looked at systemically, and the challenge to each of the three institutions to look particularly at retention of faculty and staff of color, not just recruitment
- Reviewed the summary of the Board of Trustee work session at the September board meeting regarding 2009 legislative issues, noting it was not a surprise CCS priorities are not dissimilar from those of WACTC, TACTC and the SBCTC, lining up as follows:
 1. ABE Growth/Backfill
 2. Compensation
 3. Technology/Equipment
 4. Enrollment (general/high demand/incumbent worker)
 5. Opportunity Grants
- He attended a Washington State Department of Transportation meeting regarding the North/South Freeway
- Representatives of CCS attended the Greater Spokane Inc. capital presentation regarding the RP1 and SFCC projects
- He will host Sheila Collins, Senator Marr, Representatives Ormsby and Barlow along with two of our trustees at an Orlando's Presidential Lunch to discuss the community college mission as it relates to economic recovery and workforce training
- Reminded the Board of their retreat on November 14th

REMARKS FROM THE BOARD AND BOARD CHAIR

Carol Landa-McVicker reported she attended CCS fall conference events; the District Office barbecue; the GSI annual meeting and candidate forums; the District Equity Council meeting; the Head Start Policy Council meeting; and will be attending the SBCTC meeting tomorrow.

Greg Bever reported he attended the Greater Spokane Inc. capital presentation regarding the RP1 and SFCC projects, noting CCS was well represented; he also attended the TACTC fall conference and District Office barbecue. He congratulated both SCC and SFCC on outstanding accreditation reports.

Ben Cabildo reported he reviewed the tenure files; he attended the District Equity Council meeting; the GSI annual meeting; and the IEL advisory council meeting.

Don Cox reported there were two representatives of an advisory committee in his region displeased by what they perceived as the institutions not following their advice. Dr. Livingston and Scott Morgan came to these folks and met for over two hours to problem solve and move the conversation toward resolution. He noted this is just one example of people doing their jobs—and while he can't recognize everyone, he wanted to say "we just appreciate it so much."

EXECUTIVE SESSION

At 11:45 a.m. Vice Chair Don Cox called for an executive session under RCW 42.30.110(1) for the purposes of discussing litigation or potential litigation. Executive session was expected to last until 12:00 p.m.

Attendees included: Don Cox, Greg Bever, Ben Cabildo, Carol Landa-McVicker, Maureen McGuire, Gary Livingston and Joe Dunlap.

Vice Chair Don Cox announced executive session under RCW 42.30.110(1) had ended at 12:00 p.m. with the regular meeting reconvened. No action was taken by the Board during executive session.

ADJOURNMENT

The meeting adjourned at 12:02 p.m. No further action was taken.

Secretary, Board of Trustees

Chair, Board of Trustees