

## MINUTES

### WASHINGTON STATE COMMUNITY COLLEGE DISTRICT 17 BOARD OF TRUSTEES REGULAR MEETING

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

**Guests:** Greg Plummer, Mark Mattke, Rich Hadley, Ken Burrus, Peter Williams, Patty Allen, Joanne Murcar, Donna Phinney, Donna Syron, Katherine Proff, Trina Miller, Pam Foust

#### **CELEBRATING SUCCESS: SPOKANE COMMUNITY COLLEGE EXPANDED FUNCTION DENTAL AUXILIARY PROGRAM**

Dental Assisting Program Director Donna Phinney provided the presentation of the Expanded Function Dental Auxiliary program. This is a 34 credit hour, two quarter certificate program that trains dental assistants/hygienists to perform more complex duties such as dental restoration, impressions, and occlusal adjustment, while under the supervision of a dentist.

The first offering of the program brought 71 applicants for the 20 spaces to be filled. The program covers content that prepares the student to pass both a written and a clinical examination that leads to licensure in the state of Washington. Wages for an expanded function dental auxiliary begins at \$30 per hour.

Spokane Community College has an Expanded Function Dental Auxiliary Clinic delivering high quality, low cost dental treatment to SCC students, their family and also the Spokane and surrounding communities. Adults and children can receive dental exams, x-rays, amalgam and composite fillings. The clinic is staffed by expanded function dental auxiliary students and area dentists.

#### **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, January 20, 2009.

Chair Patty Shea called the meeting to order at 8:55 a.m., followed by the Pledge of Allegiance and roll call.

## **INTRODUCTIONS AND OPEN MICROPHONE**

Spokane Community College President Joe Dunlap announced Peter Williams' new title, Interim Dean of Instruction for Health and Environmental Sciences; no one requested to speak at open microphone.

## **APPROVAL OF MINUTES**

*Don Cox moved and Carol Landa-McVicker seconded that the minutes of the December 16, 2008, regular meeting be approved as presented.*

*No. 09-01; motion carried.*

## **REPORT: ECONOMIC TRENDS AND WORKFORCE TRAINING IMPLICATIONS FOR COMMUNITY COLLEGES OF SPOKANE**

Greater Spokane Inc. President and CEO Rich Hadley and Mark Mattke, Workforce Strategy and Planning Director for the Spokane Area Workforce Development Council, provided a presentation to the Board regarding regional workforce and economic development. The following vital clusters within the Spokane regional economy were noted:

- manufacturing—580 companies/19,610 employees
- healthcare—29,400 direct employees/53,000 total employees
- construction industry trades—17,400 employees
- business and professional services—21,000 direct employees

Partnerships among stakeholders are essential to meeting the needs of a dynamic workforce. This is the premise for the formation of the Strategic Workforce Action Team (SWAT), which consists of economic development and business organizations, education, organized labor and community-based organizations.

Several regional initiatives were highlighted such as:

- the IEL to College Bridge Program
- the Allied Health Career Academy
- the High Growth Job Training Grant

The purpose of the Career Awareness Campaign is to address area dropout rates and the skilled-worker shortage. This outreach effort includes:

- visits to all Spokane County middle and high schools to carry the message of why staying in school makes sense
- distributing career materials to students, teachers, counselors and parents

- providing industry-specific websites for healthcare, manufacturing, aerospace, construction and business and professional services
- Teach the Teacher Workshops in which eight school districts participate

For the future, industries that will lead to an economic recovery would include manufacturing, healthcare, transportation, education, energy and environment. Elements for future success would include maintaining regional partnerships, identifying strategic opportunities and capitalizing on the collaborative efforts already in place.

**REPORT: FALL QUARTER 2008 FINAL ENROLLMENT REPORT;  
WINTER QUARTER 2009 ENROLLMENT REPORT**

Chief Financial Officer Linda McDermott reported all of the Community Colleges of Spokane (CCS) educational units exceeded their target enrollment for fall quarter 2008. As a district, the final fall quarter FTEs for CCS were 4,463, which was 249 FTEs above the target of 4214, and up three percent over fall quarter 2007.

The tenth day state-supported FTEs report for winter quarter 2009 shows enrollment is still very strong. Currently CCS is at 72 percent of the annual enrollment target, when last year at this time we were at 70 percent.

**BREAK**

The meeting recessed at 10:12 a.m. and reconvened at 10:25 a.m.

**REPORT: ALERT OF TENURE CONSIDERATION FOR WINTER  
QUARTER 2009**

Chief Human Resources Officer Greg Stevens reported there are 24 faculty members in their eighth quarter of tenure review to be considered for tenure by the Board at the March 17, 2009, board meeting:

Jennifer L. Barson	SFCC	Geology
Arthur L. Capello	SCC	Agriculture Technology
Kimberly M. Eikum	SCC	Radiology
Jackie L. Franklin	SFCC	Accounting
Brian A. Gilbert	SCC	Natural Resources Management
Lisa M. Graese	SCC	Administrative Office Systems
Leslie J. Hopkins	SCC	Chemistry
Vincent O. Jobando	SCC	Physics
Camelia Maianu	SCC	Psychology
Patricia Maxfield	SCC	Cosmetology
Deborah K. Miller	SCC	Radiology

David E. Monk	SFCC	General Business
Ronda C. Moorhead	SCC	Administrative Office Systems
Corrine K. Morrow	SFCC	Interpreter Training Program/ Deafness
Ger Kao Cher Pao Moua	SCC	Psychology
Helen M. Murphy	SCC	Radiology
Cheryl L. Osler	SCC	Nursing
Paul D. Overfield	SCC	Automotive Technology
Scott L. Rollins	SFCC	Biology
Jeff B. Steele	SCC	Vision Care Technology
Raymond M. Thomas	SCC	Aircraft Mechanics
Britni J. Weaver	SFCC	Philosophy
Joshalund Westermann	SFCC	Reading
Amy Wolfsen-Norton	SFCC	Speech

Mr. Stevens advised the tenure files would be in the Board office not later than February 1, 2009, for trustee review.

## **REPORT: LEGISLATIVE UPDATE AND GOVERNOR'S PROPOSED BUDGET**

Chancellor Gary Livingston provided the introduction to this report by stating the 20 percent projected budget reduction would most likely not be a reality since it appears the governor recognizes the community college system to be part of the solution to the economic crisis. The current year reduction to CCS is \$2.64 million; if the governor's budget is approved. The legislature will not deliberate.

CFO Linda McDermott explained the governor's 2009-2011 budget proposal calls for a 6.5 percent budget reduction before a tuition increase; with the assumed tuition increase of five percent per year, the budget reduction would actually be 4.3 percent. But, in consideration that the legislative session convened January 12<sup>th</sup> and the governor's budget may not be the final outcome, all CCS units are preparing budget reduction scenarios of approximately 5 percent, 7 percent, and 10 percent. Deeper cuts would also require conversations regarding tuition/financial aid, Running Start and enrollment targets.

Governor Gregoire's Washington Jobs Now Initiative is an economic stimulus package to jumpstart the state's economy through targeted investments in job creation and other economic supports. One area is construction projects; certain projects currently part of the 2009-11 capital budget would be accelerated to be part of this stimulus package. Community Colleges of Spokane has four projects on the list that would be included:

- SFCC Chemistry and Life Sciences Building \$29,263,000
- SFCC Music Building 15 Renovation 13,806,000
- SCC Technical Education Building 32,335,000
- SCC Building 7 Renovation 9,748,000

Other implications for the stimulus package would include worker retraining programs, job skills program funding, high demand programs, and opportunity grants.

### **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 provided the following report:

- Capital projects are well along in the design phase
- The SFCC renovation project has been completed
- The Magnuson project has been placed out for bids
- The minor capital project at the Colville Center has been completed
- The Felts Field project is still in progress
- The SCC Coffeehouse project has been completed

Chancellor Livingston thanked Mr. Plummer and Director of Capital Projects Dennis Dunham for their support and expedited response in getting the capital projects prepared for the governor's economic stimulus package.

Trustee Chair Patty Shea acknowledged the massive effort on the part of the Facilities Department in getting snow removed from the campuses and other CCS sites following the recent snow storms.

Interim District Director of Head Start/ECEAP/Early Head Start Patty Allen provided the following report:

- Head Start was winding down for the most part at the time of the snow storm; some classes will need to be made up at some of the sites
- Regarding the governor's budget, it appears "she holds the number of ECEAP slots harmless"
- Increased Head Start funding and continued funding for the evening child care program are hoped for as federal bills are watched closely with regard to the recovery and stimulus act

### **REMARKS FROM THE ASSOCIATION FOR HIGHER EDUCATION PRESIDENT**

Greg Richards, on behalf of Carla Naccarato-Sinclair, reported contract informational meetings are being held with faculty; the ratification vote will be held on February 9<sup>th</sup>.

## **REMARKS FROM THE WASHINGTON FEDERATION OF STATE EMPLOYEES REPRESENTATIVE**

David Cosby provided the following report:

- Expressed appreciation for the open communication that has been experienced thus far regarding the budget process; Dr. Livingston has some meetings planned in the next couple of weeks with the Facilities Department employees, which is also appreciated
- Noted that even though the governor's budget calls for no raises, there are still step increases within CCS that employees may look forward to

## **REMARKS FROM SPOKANE FALLS COMMUNITY COLLEGE**

Oscar Ocaña, representing student government, provided the following report:

- The winter quarter activity calendar is now available and Oscar distributed one to all in attendance
- Many students have asked that he bring their message to the Board for assistance with financial aid, work study, and scholarships
- Proposals will be brought to the Board at a later date regarding the student budget carryover fund; student surveys have been distributed that indicate security and child care issues are of interest to them
- The student government election process is being prepared
- The new budget for 2009-2010 is being developed

John Hernandez provided the following report on behalf of faculty:

- The Martin Luther King Jr. Luncheon will be on February 21<sup>st</sup>
- Thanked Don Cox for his leadership on the CCS Board of Trustees and now at the State Legislature

President Mark Palek provided the following report:

- Thanked all of those who assisted with the snow removal on the SFCC campus—it was a monumental effort
- Poet Li-young Lee will be featured on campus February 4<sup>th</sup> at 11:30 a.m. in the SFCC Music Auditorium
- The campus theme for the academic year is “Localism” and a panel discussion around the topic of the sustainable food movement will be held on February 9
- The Spokane Falls Jazz Festival will be held on February 7<sup>th</sup> at 8:00 p.m. in the SFCC Music Auditorium

## **REMARKS FROM THE INSTITUTE FOR EXTENDED LEARNING**

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

- This week has been declared Service Week in conjunction with the Martin Luther King celebration; students, faculty, staff and administrators are volunteering their service to various organizations

- At this time faculty and staff are busy preparing gift baskets as prize giveaways for the 3<sup>rd</sup> Annual Bowl for Literacy event that will take place on February 16<sup>th</sup>
- On January 29<sup>th</sup> the IEL will hold an SCC Bridge Workshop at the Hillyard Center; this workshop is to encourage students to transition to college
- February 12<sup>th</sup> is the date for the Annual AEC Career Day for ESL, GED and ABE students; a panel of speakers will present on such career areas as computer technology, business, healthcare, and apprenticeships
- Also on February 12<sup>th</sup> will be the Career Gear Fashion Show and Clothing Giveaway at the IEL Lodge with lunch at 12:00 p.m. and the show at 12:30 p.m.

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

- Expressed appreciation for the snow removal efforts, explaining the WorkFirst programs were in session when other units may have had suspended operations
- A new, stronger educational pamphlet is being developed in conjunction with local agencies to make families aware of the services available in times of emergency
- Classified staff are gearing up to be part of the Bowl for Literacy event
- A fund raiser is being planned for the first week of April that would provide bus passes for families

Chief Executive Officer Scott Morgan provided the following report:

- Rod Taylor is the contact person at 533-4683 to be part of the Bowl for Literacy event
- Noted the Career Day Fashion Show on February 12<sup>th</sup> at the IEL Lodge

## **REMARKS FROM SPOKANE COMMUNITY COLLEGE**

Greg Richards provided the following report on behalf of faculty:

- The Culinary Arts Program has a Wine Dinner on February 6; this event is already completely sold out
- The DEC annual fundraiser will be Monday, March 2, at Waddell's Neighborhood Pub and Grille; the cost is \$15 per person and the establishment will only seat 60 people, so those who wish to attend are encouraged to get their tickets early

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

- Classified staff assisted in making available the live broadcast of the presidential inauguration on campus
- FERPA training is being conducted for classified staff and others interested in participating

- Classified staff had a great showing at the Inland Empire Blood Drive last week, where there was an hour-long waiting line
- Staff are participating in the IEL clothing drive for the Career Day Fashion Show

Camey Anderson, representing student government, provided the following report:

- Thanksgiving baskets were distributed to 150 students
- The Tree of Sharing assisted 100 student families; every name on the tree received gifts for their family
- The ASC attended a leadership conference in Bakersfield, CA, learning many leadership tools and teambuilding skills
- She and Dustin Glueckert from SCC attended the CCS Legislative Luncheon at which they shared the student government platform issues
- She distributed the SCC winter quarter activities calendar

President Joe Dunlap provided the following report:

- SCC has been awarded the regional Cisco training center contract; this means the college will be responsible for providing “train the trainer” training, and for providing the annual conference for all the Cisco training academies in the northwest
- The SCC and SFCC financial aid departments will conduct a joint workshop on January 25<sup>th</sup> to assist families in completing the FAFSA form and answering financial aid questions
- The SCC Geology Lecture Series resumes on January 28<sup>th</sup> with a presentation entitled “The Arctic on the Fast Track to Change”
- On January 28 and 29 the film “Garbage! The Revolution Starts at Home” will be presented as part of the theme: Sustainability—Living Lightly/Living Well
- The Pharmacy Technology program on-site accreditation visit will be February 7

## **REMARKS FROM THE CHANCELLOR**

Dr. Livingston thanked the students for their excellent work on the activity calendars; they serve as excellent examples of very active student governments. In the interest of time, he chose to keep his remarks short.

## **REMARKS FROM THE BOARD AND BOARD CHAIR**

Greg Bever had no report.

Ben Cabildo expressed to Don Cox what an honor it has been to serve on the Board of Trustees with him.

Carol Landa-McVicker reported that she will be attending the TACTC Winter Conference at the end of the month and the ACCT Community College National Legislative Summit in Washington D.C. in February.

Don Cox congratulated everyone on the culture of service that pervades the institutions, citing his own experience on the SFCC campus when wading through snow a gentleman running a snow removal tractor came over and said, "Don't walk in that—let me give you a ride." This gentleman then headed off to two other pedestrians to also get them where they needed to go without wading through the snow, or taking a fall. Mr. Cox wanted to commend CCS that that kind of spontaneous response of service to others comes through from the employees.

Patty Shea also thanked Don Cox for all that she has learned from him as they have served together on the Board of Trustees, noting he is such a delightful person to work with, and nothing is too difficult a task for him to take on.

### **EXECUTIVE SESSION**

At 11:52 a.m. Chair Patty Shea called for an executive session under RCW 42.30.110(1) for the purposes of reviewing the performance of public employees and discussing litigation or potential litigation. Executive session was expected to last until 12:30 p.m.

Attendees included:

Patty Shea, Carol Landa-McVicker, Don Cox, Greg Bever, Ben Cabildo, Gary Livingston, Maureen McGuire, Joe Dunlap, Mark Palek, Scott Morgan, Linda McDermott, and Greg Stevens

Chair Patty Shea announced executive session under RCW 42.30.110(1) had ended at 12:33 p.m. with the regular meeting reconvened. No action was taken by the Board during executive session.

### **ADJOURNMENT**

The meeting adjourned at 12:34 p.m. No further action was taken.

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Secretary, Board of Trustees

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Chair, Board of Trustees