

## 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, Maureen McGuire, Dixie Simmons, Terri McKenzie, Amy Lopes-Wasson, Carla Naccarato-Sinclair, John Hernandez, David Cosby, Marlene Cortez, Kathy Rynning, Dawn Chavez, Michael Watson and Christine Pearl (recorder)

**Guests:** George Schillinger, Greg Plummer, Jenni Martin, Jim Mohr, Ben Wolfe, Patty Allen, Jovonna Dunbar, Jocelyn FitzGerald

#### **CELEBRATING SUCCESS: INSTITUTE FOR EXTENDED LEARNING STUDENT ACHIEVEMENT**

Dean of Student Services Amy Lopes-Wasson provided an overview for the presentation, noting student achievement is one of the four priorities listed within the IEL strategic plan. While the state board's "momentum points" are used as a framework, the IEL is interested in the achievement of all students.

Jenni Martin, Assistant Dean for WorkFirst and I-BEST, explained the work of the Student Achievement Task Force and the subcommittees. The work of these groups led to programs such as peer mentoring, the Orientation Program, The Early Alert System, e-Tutoring, and Student Support Centers.

Jim Mohr, Student Achievement, Student Activities and Diversity Programs Director, advised the Early Alert System is designed to identify students who may be at risk of academic difficulty or failure. The Student Support Centers provide additional resources to reinforce classroom instruction. A new program, the Behavioral Intervention Team, has been instituted to manage concerns identified with an individual or group. The Team would provide support and solutions with the goal of preventing punitive interventions.

Institutional Researcher Ben Wolfe demonstrated the IEL Scorecard that permits the monitoring of student achievement. For example this tool would reveal such information as the average number of remedial courses taken for some students to get to college level English and math, and student success in college level English and math. This type of oversight would aid in identifying student performance issues.

## 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, July 21, 2009. Trustee 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

*Carol Landa-McVicker moved and Ben Cabildo seconded that the minutes of the June 8, 2009, special meeting be approved as presented.*

*No. 09-20; motion carried.*

*Carol Landa-McVicker moved and Don Cox seconded that the minutes of the June 16, 2009, regular meeting be approved as presented.*

*No. 09-21; motion carried.*

## REPORT: COMMUNITY COLLEGES OF SPOKANE FOUNDATION FUNDING PRIORITIES

George Schillinger, President of the Community Colleges of Spokane Foundation Board of Directors, advised the Trustees that as part of the Foundation's strategic planning process for 2009-2010, each of the three CCS institutions were asked to identify short or long-term goals that the Foundation could assist with accomplishing.

District Development Officer Gail Stevenson reported that as a result of that survey, the following priorities were identified:

Spokane Community College—requesting assistance to fund construction of a hanger for the Aerospace Technology Program on property adjacent to Spokane International Airport

Spokane Falls Community College—requesting assistance with three projects:

1) high quality projection equipment and the installation of an exterior dome for the planetarium in the new Science Building; 2) a Master Learner's Program to fund teaching assistantships to support students in math and science programs; 3)

development of an interdisciplinary cultural studies program that would develop new curriculum and redesign existing courses and invite students to “see through the eyes of others”

Institute for Extended Learning—requesting assistance to facilitate the process of locating and purchasing land for an IEL facility in Pullman; the actual purchase would be incorporated into the capital project request to the legislature during the 2013-15 biennium

**DISCUSSION: PROPOSED REVISION OF BOARD OF TRUSTEES POLICY 4.40.02—ACADEMIC STANDARDS POLICY**

Chief Financial Officer Linda McDermott brought the proposed board policy revision before the Board on behalf of District Academic Services Officer James Minkler. The proposed revision would align policy with actual practice and has been precipitated by the rescinding of the Lingering Student legislation. Mrs. McDermott advised the proposed revision would be posted for public comment and then brought back for consideration of approval by the Board at their September 15, 2009, meeting.

**REPORT: SPRING QUARTER AND ACADEMIC YEAR FINAL ENROLLMENT REPORT; SUMMER QUARTER EIGHTH DAY ENROLLMENT REPORT**

CFO Linda McDermott reported enrollments are up dramatically. The information for 2008-09 shows that CCS enrolled 14,619.9 full-time equivalent students (FTES), which is 873.9 FTE (6.4%) above the funded enrollment target.

The 2009-10 summer quarter enrollment report for the eighth day shows a slight decrease of state support FTES from 2008-09. While the enrollments are still considered strong, this decrease could be due to the recent budget cuts. Mrs. McDermott noted it is a challenge that will continue—getting students the classes they want and need with the resources available.

**BREAK**

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

**DISCUSSION/ACTION: CONSIDER AUTHORIZATION TO APPLY FOR AN EARLY HEAD START EXPANSION GRANT**

Patty Allen, District Director of Head Start/ECEAP/Early Head Start, advised the Board Spokane County Head Start/ECEAP/Early Head Start is applying for expansion funding. The program proposes expanded classroom services to infants

and toddlers and home visiting services to pregnant women, infants and toddlers. Service sites would include Havermale High School and underserved areas of the Spokane Valley.

It is expected these national grant funds will be highly competitive, and since the funds are generated from federal stimulus dollars they may not be able to be continued long term.

*Carol Landa-McVicker moved and Ben Cabildo seconded that the Board of Trustees of Washington State Community College District 17 approve the Early Head Start expansion grant application in the amount of \$2,607,014 for FY 2009-2010.*

*No. 09-22; motion carried.*

### **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.

Director of Capital Projects Dennis Dunham informed the Board word has been received from the State Board for Community and Technical Colleges (SBCTC) that the Office of Fiscal Management (OFM) has agreed to allot \$5 million to the Spokane Community College Technical Education project to build a 15,000 square foot addition to the Carpentry Program.

District Director of Facilities Greg Plummer provided the following report:

- The contract for the Technical Education Building has been mailed to the contractor with a Notice to Proceed expected on August 5
- The pre-construction conference for the Building 7 renovation is scheduled for July 23<sup>rd</sup>
- Work has begun on the SFCC Music Building renovation
- A Notice to Proceed has been issued for the SFCC Science Building
- Occupancy of the Magnuson Building is expected to take place beginning in August
- Work on the SCC Demonstration Kitchen Addition is on schedule
- A Notice to Proceed has been issued for Magnuson Building roof repairs

Dr. Livingston advised the Board that WACTC has taken the position that because some projects were not funded in the current biennium that no new capital projects would be presented in the next biennium. Instead those projects that were not approved would go forward.

Institute for Extended Learning Chief Executive Officer Scott Morgan added that due to money being saved by the very competitive bidding taking place during this current economic climate, CCS is hoping to be able to advance projects on the unfunded list. This would help deal with the growing backlog of unfunded capital projects.

Trustee Don Cox reported legislators have been notified by the Governor's office to be available the first week of October for a possible special session. One of the challenges will be to keep the capital projects savings from shifting to the general fund.

District Director of Head Start Patty Allen provided the following report:

- certification awards for the American Recovery and Reinvestment Act (ARRA) of 2009 and permanent base funding have been received from Region X; the total amount received was \$759,368
- through the grant application process, the program requested one-time program improvement funds to provide for new servers, routers, switches and an additional piece of playground equipment for the East Central Community Center
- it is projected that Head Start funding for 2010 will include a COLA of \$123 million in addition to stimulus funds, which will provide another 3% increase for the program

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

Carla Naccarato-Sinclair provided the following report:

- thus far summer is going very well
- word has been received of another round of state budget cuts with another report expected from OFM in September; she has been in talks with Dr. Livingston regarding the status of the budget
- reported SCC faculty member Kim Eikum is recuperating from injuries suffered in an automobile accident last spring
- expressed many shared in the sadness at the passing of SFCC faculty member Mary Ann Sanger

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

David Cosby reported having the opportunity to share with an employee from Centralia College how the employees and faculty at CCS have joined together in support of a furlough and concern with conserving resources during these difficult budgetary times.

## REMARKS FROM SPOKANE FALLS COMMUNITY COLLEGE

President Mark Palek provided the following report:

- SFCC will be taking over administrative responsibility for the program at Fairchild Air Force Base; SFCC is participating in the General Education Mobility (GEM) Program through Community Colleges of the Air Force to provide the ability for online courses
- two SFCC programs will be moving into the Magnuson Building, one an existing program and one a new program
- work continues on the accreditation project
- SFCC has a partnership with the Budapest University of Technical Education

John Hernandez provided the following report on behalf of faculty:

- advised the Board SCC Associated Student Council President Michael Watson is an example of the Celebrating Success presentation made earlier; he has at least a 3.00 g.p.a. and is planning to transfer either to the University of Washington or Gonzaga
- he was proud to volunteer at the recently held Veteran's Wheelchair Games, especially when the events were held on the SFCC campus
- he serves as a counselor on Wednesdays at Fairchild Air Force Base

## REMARKS FROM THE INSTITUTE FOR EXTENDED LEARNING

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

- noted the Hillyard area is under construction, but access is still available to the Hillyard Center
- staff from the Hillyard Center are participating with the Behavioral Intervention Team

Chief Executive Officer Scott Morgan reported he didn't have anything to add to the Celebrating Success presentation made earlier, noting it was a very comprehensive accounting of the activities of the IEL.

## REMARKS FROM SPOKANE COMMUNITY COLLEGE

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

- the Classified Staff Council held a Salad Social on June 19<sup>th</sup>
- Debi Alley and Kathleen Roberson held a records management training
- The STTACC 2009 Annual Conference will be held on August 13 and 14 and will be hosted by Olympic College
- classified staff are adjusting to the furlough and to having Fridays off
- Classified Staff Council will be holding elections and will be looking at new meeting days and times to better accommodate members

Michael Watson, representing student government, provided the following report:

- student government executive team members attended training hosted by the University of Washington
- he met with Dennis Dunham and Charlie Hollen regarding the campus blue light project
- thanked Dr. Terri McKenzie for assisting him with orientation into his new position as student council president
- thanked everyone at CCS for what they do—it has meant a lot to him personally

President Joe Dunlap provided the following report:

- thanked Greg Plummer, Dennis Dunham and their staff for the wonderful work they have done on the capital projects and securing the Carpenter Program addition
- the hiring process is underway for the new Dean of Health and Environmental Sciences
- eight Egyptian students will be attending SCC during the 2009-10 academic year; former SFCC Associated Student Council President Oscar Ocaña has been hired by the International Programs Department to be the point of contact for these students

## **REMARKS FROM THE CHANCELLOR**

Chancellor Gary Livingston provided the following report:

- noted the capital projects currently underway and being celebrated have actually been in progress for six years; he added he hoped that in September when everyone is scrambling for parking that the celebrations will still be remembered, along with the wonderful results that will be realized in 18 months
- advised the Board an executive session will be needed with the possibility for action to be taken
- with regard to the additional budget reductions, he reiterated that when the budget was presented to the Board in June it was developed under the assumptions of a two-year spending plan by the legislature; therefore, a CCS budget was presented that was considered workable with a combination of budget reductions, furloughs, salary cuts and the use of one-time investments; now that plan has already changed with the latest announcement CCS will have an additional, permanent reduction of \$1.4 million to be taken in FY 2010; realistically, Dr. Livingston believes CCS could be looking at a \$2 million permanent cut next year
- reminded everyone there will not be a Board of Trustees meeting in August

## REMARKS FROM THE BOARD AND BOARD CHAIR

Trustee Don Cox thanked President Dunlap, CEO Morgan and their staff for the fine graduation ceremonies, noting the caring and sincerity of the employees was so impressive at these events.

Trustee Carol Landa-McVicker reported the graduation ceremonies she attended were very heartwarming. Carol also reported that Spokane County recently held a Job Fair to fill openings for the Spokane County Fair—there were over 500 attendees for these minimum-wage jobs, many more than in years past.

Trustee Ben Cabildo invited everyone to the Unity in the Community event on Saturday, August 14, 10:00 a.m. to 4:00 p.m., in Spokane's Riverfront Park; this year dignitaries from the Taipei Economic Development and Cultural Program have been invited to participate.

Trustee Greg Bever reported attending the IEL Newport graduation ceremony and working with Chancellor Livingston regarding some projects that would be affiliated with the CCS Foundation.

Trustee Patty Shea enjoyed attending the IEL Colville graduation ceremony; she also attended the CCS Alumni Association baseball outing with the Spokane Indians.

## EXECUTIVE SESSION

At 11:00 a.m. Chair Patty Shea called for an executive session under RCW 42.30.110(1) for the purposes of discussing litigation or potential litigation, and other matters within the scope of RCW 42.30.110. Executive session was expected to last until 12:00 p.m.

Attendees included: Patty Shea, Don Cox, Carol Landa-McVicker, Ben Cabildo, Greg Bever, Gary Livingston, Maureen McGuire, Jerry Cartwright, Mark Palek, Joe Dunlap, Scott Morgan, Linda McDermott, Greg Stevens, and Anne Tucker.

Chair Patty Shea announced executive session under RCW 42.30.110(1) had ended at 11:54 a.m. with the regular meeting reconvened.

*Greg Bever moved and Don Cox seconded that the Board of Trustees of Washington State Community College District 17 delegate resolution authority to Chancellor Gary Livingston for the Sheeran vs. Shea mediation hearing scheduled for August 12, 2009.*

*No. 09-23; motion carried.*

**ADJOURNMENT**

The meeting adjourned at 11:56 a.m. No further action was taken.

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Secretary, Board of Trustees

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Chair, Board of Trustees