

Minutes of the Board of Trustees Meeting
Washington State Community College District 17
Regular Meeting
February 19, 2013 – 8:30 a.m.
Institute for Extended Learning Lodge Building
3305 W. Fort George Wright Drive; Spokane, WA

Present: Bridget Piper, Ed Morgan, Greg Bever, and Carol Landa-McVicker. Also in attendance were Christine Johnson, Deborah Danner, Janet Gullickson, Scott Morgan, Amy McCoy, Jim Minkler, Nancy Fair-Szofran, Keith Foster, Greg Stevens, Anne Tucker, Barry Moses, Denise Osei, Angela Wizner, Teresa Sullivan, Kate Lyons-Holestine, Sarah Stiffler, Ethan Erickson, Kris Krewson, and Linda Graham (recorder)

Guests: Gary Allen, Patty Allen, Jennifer Alt, Jordan Boyd, Glen Cosby, Sharon Cowan, Dennis Dunham, Hadda Estrada, Lisa Hjaltalin, John Huffstutter, Mark Macias, James Mohr, and Josh Westermann

CELEBRATING SUCCESS

Dr. Glen Cosby, Spokane Falls Community College (SFCC) dean of humanities and academic international initiatives, provided a brief overview about the Gateway to College (GtC) dual-credit program and introduced Dr. Jennifer Alt, director of Gateway to College. Dr. Alt showed a PowerPoint presentation highlighting the purpose of the program and the changing expectations for high school dropouts. Dr. Alt introduced Mr. Gary Allen, Spokane Public Schools (SPS) intervention specialist.

Mr. Allen explained his role and experience with the GtC program and praised the program for engaging students and for providing educational opportunities for at-risk youth.

Mr. Josh Westermann, SFCC academic success coach, continued the presentation and discussed the essential elements of the program, student progress and eligibility profile, and the Gateway population. Mr. Westermann introduced Ms. Hadda Estrada, SFCC academic success coach.

Ms. Estrada continued the presentation and shared student challenges, GtC results, and academic progress. Ms. Estrada introduced Ms. Jordan Boyd, GtC student.

Ms. Boyd provided personal background information and shared how being in the GtC program has helped her increase her GPA, obtain enough credits to graduate, identify new career goals, and build self-confidence to attend college.

Trustee Greg Bever asked for clarification on the Community Colleges of Spokane (CCS) and SPS collaboration. Dr. Alt reported that CCS has a Memorandum of Understanding with SPS and West Valley High School that addresses such topics as

credits and funding. Trustee Bever questioned if students interested in technical programs are able to get into the GtC program. Mr. Westermann indicated that the GtC program helps students hone their interests with career exploration. Workforce personnel recently came and talked with students about two-year technical programs. Trustee Bever congratulated SFCC on an outstanding program.

Chairwoman Piper congratulated SFCC on the program and commended the students for their progress. Dr. Johnson, CCS chancellor, also congratulated the students for their personal commitment and noted the support and efforts of staff and superintendents.

CALL TO ORDER, PLEDGE OF ALLEGIANCE AND ROLL CALL

The Board of Trustees of Washington State Community College District 17 held a regular meeting in the Institute for Extended Learning, on Tuesday, February 19, 2013. Chairwoman Bridget Piper called the meeting to order at 9 a.m., followed by the Pledge of Allegiance and roll call.

INTRODUCTIONS AND OPEN MICROPHONE

Chairwoman Piper announced that Trustee Carol Landa-McVicker would be participating in the meeting by phone and that an executive session would be held.

APPROVAL OF MINUTES

Trustee Greg Bever moved, and it was seconded, that the minutes from the January 15, 2013, regular meeting be approved as presented.

No. 13-02; motion carried.

STATUS REPORTS

Budget and Expenditure

Mr. Keith Foster, chief financial officer, reported that CCS has spent an average of 44 percent of its operating budget to date, which is consistent with previous years. Mr. Foster also provided federal and state budget updates. Topics discussed include the federal fiscal cliff, increase in payroll taxes, State of the Union speech regarding partnerships focusing on Science, Technology, Engineering, and Mathematics (STEM) education, college score cards, the state's legislative agenda, and Governor Inslee's expected budget release date.

Mr. Foster showed a PowerPoint presentation (Tab 2a, Attachment iii) clarifying the summarized statement of revenues, expenses and changes in net assets that was presented during the January 15, 2013, Board meeting. Trustee Bever noted the decline in capital funds and clarified that these funds were used for one-time expenses. Dr. Johnson explained that capital funds can only be used for capital projects and do not get allocated each year. It was noted that the shared IEL/SCC building has a

Certificate of Occupancy that is pending final signature. The project will be going out for bid this spring.

Head Start

Ms. Patty Allen, district director of Head Start/ECEAP/Early Head Start (HS/ECEAP/EHS), provided an overview of Tab 2b, Attachment i, highlighting the budget close out for 2011-12, carry-forward supplemental grant request, Region X quarterly monitoring, Head Start audit, self-assessment processes for HS/EHS & ECEAP, Third Grade Head Start Impact Study, community donation, and unsung heroes.

Chairwoman Piper asked how many people are waiting to get into the Head Start program. Ms. Allen noted that the campuses generally have approximately 200 students waiting to get into the program. The Hillyard Center currently has 42 students on the waitlist while the North East Center has approximately 150 students waiting.

Dr. Johnson commended Head Start staff for serving children and their parents, and noted that they are great role models for the community.

Capital Projects in Progress

Mr. Dennis Dunham, district director of facilities, reported that the demolition of Building 1 on the Spokane Community College (SCC) campus is complete. Building 201 at SCC will be removed, and Building 19 will be remodeled to accommodate facilities staff. Progress on the new General Classroom Building at SFCC is coming along nicely. Redesign drawings of the new Early Learning Center at SFCC is 90 percent completed. Construction is expected to begin spring quarter.

NAMING OF GENERAL CLASSROOM BUILDING

The discussion topic of naming the new SFCC Classroom Building 30 was presented during the December 18, 2012, Board of Trustees meeting. The four names recommended at that time were The Falls, Falls Gateway, Gateway, and Welcome Center.

Mr. Ethan Erickson, Spokane Falls Community College (SFCC) student government president, asked about the programs/services that will be located in the building. Dr. Janet Gullickson, SFCC president, explained that the building would accommodate a variety of classrooms, counseling, tutoring, testing, information, and administration.

Trustee Bever asked if students had been consulted regarding the naming of the facility. Mr. Erickson shared that he saw an e-mail soliciting ideas but there wasn't much student interest. Dr. Gullickson clarified that student suggestions were also solicited through the student newspaper.

Trustee Bever moved, and it was seconded, that the SFCC Classroom Building 30 be named Falls Gateway.

No. 13-03; motion carried. Trustee Landa-McVicker abstained from voting.

SAFE CAMPUS ADVOCATES

Dr. Jim Mohr, IEL acting assistant dean of student success and outreach, showed a PowerPoint presentation highlighting the Safe Campus Advocate (SCA) Program. Specific topics reviewed include the purpose of the program, definition of violence, objectives, program components, rationale, statistics, impacts to learning, roles of safe campus advocates, assumptions, guidelines, and creating a safe space.

Trustee Ed Morgan praised the program and presentation and asked how information is being shared with students. Dr. Mohr reported that the program has been advertised through flyers and in student newspapers. Other promotion ideas are being considered.

Trustee Bever asked if gang violence has been considered for the SCA program. Dr. Mohr indicated that general training on gang violence has been provided but nothing specific for the SCA program.

Dr. Johnson thanked Dr. Mohr for the report, noted the team effort behind this program, acknowledged Ms. Cheri Johnson, and stressed the importance of equity training. Dr. Johnson will be working with safe campus advocates and district equity council members to incorporate mandatory equity training.

Chairwoman Piper recommended that similar training program(s) be offered to the public.

BREAK

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

CCS DIVERSITY AND COMMUNITY OUTREACH

Ms. Sharon Cowan, district equity and community outreach services director, showed a PowerPoint presentation highlighting the purpose of the district equity council, council membership, activities budget, proposed professional development, support for minority and women-owned businesses, Welcome to the Community Reception event, equal employment/equity advocates, intercultural leadership program, and committees, councils, and task force groups in which employees serve throughout the community. Ms. Cowan continued the presentation by acknowledging the outreach team and reviewing the different types of outreach conducted throughout the CCS service area and the number of individuals contacted from each.

Trustee Morgan thanked Ms. Cowan for the report and noted that diversity and outreach efforts are going well. Trustee Bever thanked Ms. Cowan and expressed appreciation for her help with legislative issues. Chairwoman Piper thanked Ms. Cowan for preparing the information.

Dr. Johnson thanked Ms. Cowan for the report, noted that she represents the best of the district, and referenced her work with diversity, outreach and legislative issues in conjunction with a wonderful CCS team. While much work is still needed in the area of diversity and outreach, CCS continues to make progress and is committed to improvements to retain and increase students and staff of diverse backgrounds.

TENURE STEP APPROVAL

Mr. Greg Stevens, chief administration officer, reviewed Tab 6, pertaining to the increment movement for faculty awarded tenure between July 1, 2011, and June 30, 2012. It was noted that the total cost of the tentative agreement is \$1,336 plus related benefit increases, which, if approved, will be funded from CCS operating budgets, will be retroactive to September 20, 2012, and will become an addendum to the 2009-12 Master Contract as extended.

Trustee Bever moved, and it was seconded, that the board approve and authorize the Board Chair to sign the tentative agreement reached between the parties awarding tenure step movement per Article 20, Section 7 of the Master Contract, retroactive to the beginning of fall quarter 2012-13.

No. 13-04; motion carried

THE STATE OF HIGHER EDUCATION FINANCING

Mr. Mark Macias, district director of institutional research, showed a PowerPoint presentation as outlined in Tab 7, Attachment i, highlighting background information, public higher education funding, tax revenue trends, state support for higher education, impact of income on education, taxes and education, and references.

Dr. Johnson clarified that the data presented goes through 2009. While federal leaders need to work on tax reform, CCS can be proactive by working on policy issues, being innovative, and establishing public/private partnerships.

Chairwoman Piper asked if this report should be shared with legislators. Mr. Macias indicated that new ways of funding higher education needs to be considered since the current trend cannot be sustained. Trustee Bever will share this report with TACTC.

AHE/WFSE REPORTS

Association for Higher Education (AHE)

Ms. Carla Naccarato-Sinclair was ill. A report was not provided.

Washington Federation of State Employees (WFSE)

Ms. Teresa Sullivan, Institute for Extended Learning (IEL) classified staff and WFSE representative, reported that shop stewards are working on communications and keeping rumors under control. Ms. Sullivan questioned if the 3 percent temporary compensation reduction for classified employees will be reversed and funding restored.

Dr. Johnson shared that the State Board for Community and Technical Colleges (SBCTC) and the Washington Association of Community and Technical Colleges (WACTC) have requested the funding be restored.

INSTITUTION REPORTS

Institution for Extended Learning

Mr. Barry Moses, faculty representative, reported that ESL classes are full. Class offerings have been increased to meet student needs with one additional class in the evening at the Monroe Center and a new class in the evening at the Valley Center. With the help of AmeriCorp employment specialist Kelly Hansen, food handler's permit classes have been provided both at Adult Education Center and at Hillyard for ESL and ABE/GED students. The first co-hort has taken the online test and passed. Classes will continue to be offered.

Ms. Molly Popchock has been accepted to give a presentation next Saturday at the Spokane Regional ESL Conference on an innovative civics model she created to serve a multi-level Bhutanese and Burmese class.

Ms. Jamie Adrian has received a stipend to develop curriculum in collaboration with SPS to help immigrants and refugees understand the United States school system.

Hillyard student Mr. Robert Turley wrote a letter of thanks praising the good work of GED/HSC teacher Mr. Dave Turner and Read Right teacher Ms. Twyla Shields. He also thanked Mr. Paul Susac in his letter. A copy of the letter is on file.

Mr. Moses is offering a General Educational Development (GED) prep class in Spanish at the Hillyard Center. The class has been well received by students.

Ms. Sarah Stiffler, staff representative, shared that the annual bowl for literacy event was held yesterday. Proceeds will go toward ABE/GED programs. The Board was thanked for their support and contributions. Integrated Basic Education and Skills Training (I-BEST) staff will be holding district-wide training to develop and promote the I-BEST program. The IEL will be hosting a two day multi-agency event focusing on how to approach poverty.

Mr. Scott Morgan, IEL/SCC CEO/President, stated that an initiative focusing on high school completion degrees is moving forward. The Career Gear event is scheduled for noon on February 28

Spokane Falls Community College

Mr. Erickson, student government representative, reported that two new staff members have been added to student government. The bowling alley is in need of repairs. In order to cover the expense, student government has scheduled fund raisers. Student government is considering a funding request to replace the banners across the SFCC campus. The SFCC Associated Student Constitution is currently being revised.

Ms. Denise Osei, faculty representative, shared efforts underway to maintain and grow early college programs. It was noted that Shadle Park High School will begin participating in the early college program next fall. Student recruitment will begin this March. Lewis and Clark High School is interested in offering a college class in the high school. In response, Ms. Osei is working with the history department to develop an African American history class. It was noted that the Spokane Minority Awareness Resource Team (S.M.A.R.T.) and Place of Most Potential (POMP) program originated at SFCC and is now expanding into middle and high schools for all ethnic students.

Ms. Osei shared that the cost of books is an issue for students in the early college program. Grants from the CCS Foundation have been used for book loans. Members of the community have also donated funds to help cover tuition fees. Other grant options are being explored.

Dr. Gullickson, SFCC president, recognized Ms. Osei for her leadership with underrepresented students and early college programs. An interim assistant dean for humanities, business, professional studies, and workforce has been hired. Ms. Marjorie Davis has been hired as the permanent director of financial aid. Spokane Falls Community College photography instructor Ira Gardner's documentary, "Sitting between Two Chairs," sold out at the Spokane International Film Festival. The film will be shown on campus. Work displayed in the SFCC art gallery was discussed, and it was noted that some artist pieces were sold. The Achieving the Dream visit is scheduled for March 7-8. The physical therapy program received six commendations, four suggestions and zero recommendations during the preliminary accreditation visit.

Spokane Community College

Ms. Angela Wizner, faculty representative, stated that she is proud to work with CCS. Concerns were expressed about the lack of cost of living step movement for faculty and the flat enrollment process for students. The accreditation visit is scheduled for October. For planning purposes, a schedule has been developed to ensure deadlines are met. Faculty are involved in the accreditation process and will have data available to show successes.

Ms. Kate Lyons-Holestine, classified staff representative, reported that the SCC staff council raised \$802.30 from candy and cookbook sales. Funds will be used to award scholarships.

Ms. Kris Krewson, student government president, shared her experience with the 2013 Bowl for Literacy event and reported that student government will be involved in the Skills Center visit on February 20. Ms. Krewson discussed the trip to Olympia that she and three other students took with Trustee Bever and expressed appreciation for the opportunity to talk with legislators about veteran issues and the state need grant.

Mr. Morgan reported that SCC is considering a competitive admission policy for the nursing program in order to lower the program wait list and to improve graduate passing rates. Vacant faculty positions are being filled. Four annualized positions are being converted to tenure. The SPS Skills Center - Tech Ed Conference is scheduled for February 20. Buses with approximately 500 students are expected to arrive on campus at 8 a.m. An all-college meeting is scheduled for today. Topics to be discussed include safety training, accreditation, college planning, facilities master planning, and student government. Spokane Community College has a 96 percent retention rate for opportunity grant recipients, which is one of the highest in the state.

CHANCELLOR REPORT

Dr. Johnson reported that classified staff are expanding lean principles to curriculum coding. Faculty members were acknowledged and recognized for their prominent involvement in the National Math and Science Initiative (NMSI). Credit was extended to Dr. Nancy Fair-Szofran, CCS provost, for leading the NMSI efforts. The Prior Learning Assessment process that was developed by CCS faculty will be adopted by the state. Two magazines reported on the American Honors College initiative. Commendations were extended to employees participating in the SCC/IEL Transition Taskforce. The taskforce will submit their recommendation to the chancellor in April. The chancellor will then share her recommendations with the Board in May.

BOARD REPORT

Trustee Morgan shared that two CCS students were recognized during the Trustees Association of Community and Technical Colleges (TACTC) conference in January. Background information on the students was provided. Trustee Morgan also met with former CCS trustee Don Cox. They will be talking periodically.

Trustee Bever reported that he met with key legislators in January for the GSI Regional Fly-in, TACTC conference, and student government legislative visit. The governor is in the process of filling cabinet positions and hopes to have the budget available in March. A better fiscal analysis is hopeful; however, K-12 funding is an issue. Funding for community colleges is also expected to be addressed.

Chairwoman Piper shared that the Humanities Washington's (HW) Board of Trustees held its February meeting in SCC's Hagan Center. Ms. Mary Carr, CCS executive director of library services, has been added as a new HW board member.

EXECUTIVE SESSION

An executive session was called at 11:55 a.m. to consider the selection of a site or the acquisition of real estate by lease or purchase; to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee; and to discuss with legal counsel representing the agency matters relating to agency enforcement actions or, litigation or potential litigation. The executive session concluded at 1 p.m. with the regular meeting reconvened. No formal action was taken.

ADJOURNMENT

Being no other business, Trustee Landa-McVicker moved, and it was seconded, that the meeting be adjourned at 1 p.m.