

Minutes of the Board of Trustees Meeting  
Washington State Community College District 17  
Regular Meeting

November 19, 2013 – 8:30 a.m.

Lodge Building, 3305 W. Fort George Wright Drive; Spokane, WA

**Present:** Greg Bever, Carol Landa-McVicker, Ed Morgan, Bridget Piper and Mike Wilson. Also in attendance were Christine Johnson, Deborah Danner, Janet Gullickson, Scott Morgan, Rebecca Rhodes, Nancy Fair-Szofran, Lisa Hjaltalin, David O'Neill, Greg Stevens, Carla Naccarato-Sinclair, Barry Moses, Denise Osei, Mita Sen, Alicia Preston, Melody Verdugo, Kyle Stafford, and Linda Graham (recorder)

**Guests:** Patty Allen, Glen Cosby, Dennis Dunham, Bernard Hewey, Tony Higley, Mark Macias, Lora Senf, and Clayton Wright

**WELCOME/OPENING STATEMENT**

Chairwoman Bridget Piper announced the meeting was open to the public and encouraged anyone interested in addressing the Board to sign in at the back of the room.

**CELEBRATING STUDENT SUCCESS: SPOKANE FALLS COMMUNITY COLLEGE HOPE CAREERS CONSORTIUM GRANT**

Dr. Glen Cosby, dean of humanities, business, professional studies and workforce education for Spokane Falls Community College (SFCC), introduced Mr. Bernard Hewey, SFCC allied health department chair and orthotics/prosthetics program faculty member; and Ms. Lora Senf, SFCC assistant dean of humanities, business, professional studies and workforce education. Dr. Cosby also showed a PowerPoint presentation (Tab 0, Attachment i) explaining the U.S. Department of Labor Round 3 Trade Adjustment Assistance Community College Careers Training (TAACCCT) grant that SFCC was recently awarded as part of a five-college, five-state consortium. Funding, in excess of \$1.4 million over four years, will be used to expand and improve the college's Orthotics and Prosthetics program and to provide needed pathways to high-paying, high-skill careers for students in Orthotics, Prosthetics, and Pedorthics (HOPE), as well as pathways to further education in these fields beyond the associate degree level for students who desire it. The expansion and improvement will include development of new certificate and continuing education programs as well as online modalities, prior learning assessment, competency-based learning, and articulation agreements with consortium partners.

Mr. Hewey continued the presentation by discussing the work that will be needed to revise and repurpose existing curriculum; expand capacity; change facilities/equipment/supplies; target outreach, develop tailored programming, improve program quality, and demonstrate program impact and value.

Ms. Senf continued the presentation by explaining the Gap analysis conducted by the HOPE Careers Consortium, why the work is needed, organizations likely to hire program participants, and expected salaries for graduates. Trustee Greg Bever noted that graduates he has spoken with are employed and are making good salaries.

Dr. Christine Johnson, chancellor for Community Colleges of Spokane (CCS), recognized Dr. Cosby and the entire team for innovative program that will benefit the region. Trustee Mike Wilson congratulated SFCC and asked if program curriculum includes such topics as anatomy and physiology, interpersonal skills, and patient care. Mr. Hewey clarified that the curriculum includes basic muscle and skeletal anatomy for each area of focus. General instruction such as math, writing, job building skills and interpersonal communication is also included.

### **CALL TO ORDER, PLEDGE OF ALLEGIANCE AND ROLL CALL**

The Board of Trustees of Washington State Community College District 17 held a regular meeting at the Lodge Building, 3305 W. Fort George Wright Drive, Spokane, WA, on Tuesday, November 19, 2013. Chairwoman Piper called the meeting to order at 9:03 a.m., followed by the Pledge of Allegiance and roll call. Chairwoman Piper again announced the meeting was open to the public and encouraged anyone interested in addressing the Board to sign in at the back of the room. It was also noted that an executive session under RCW 42.30.110(1) would be held.

### **INTRODUCTIONS AND OPEN MICROPHONE**

Chairwoman Piper introduced Mr. Mike Wilson, new trustee for Community Colleges of Spokane (CCS), and provided background information about him. Chairwoman Piper also announced that after 13 years on the Board, this would be Trustee Carol Landa-McVicker's last meeting. An official farewell event will be held in December.

### **APPROVAL OF MINUTES**

Trustee Landa-McVicker moved, and it was seconded, that the minutes from October 15, 2013, be amended to reflect the correct adjournment time of 12:50 p.m.

**No. 13-33; motion carried.**

### **STATUS REPORTS**

#### Capital Projects in Progress

Mr. Dennis Dunham, district director of facilities, reported that the Building 1 demolition project at Spokane Community College (SCC) is 95 percent complete. Facility staff have moved into Building 19. The SCC Building 15 remodel project is progressing well and will replace the Hillyard Center and will incorporate financial aid. At Spokane Falls Community College (SFCC), the new Classroom Building has been completed with the old administration building demolished and landscaping installed. Master Planning has been completed. A final copy will be printed and distributed to

the Board at a future meeting. Several repairs projects will begin summer quarter. Trustee Landa-McVicker thanked Mr. Dunham for providing her a tour of the new SFCC Classroom Building.

#### Budget and Expenditure

Ms. Lisa Hjaltalin, acting chief financial officer, referenced Tab 2b, Attachment i, noted budget revisions, and stated that expenditures are on target. Acronyms were clarified. Dr. Johnson reported that the legislature may be reducing the budget for higher education another \$30 million through lean processes. The State Board for Community and Technical Colleges has been informed that CCS has reduced 5 percent of operating budget. Community Colleges of Spokane is working to communicate cost-saving measures with Governor and legislature to avoid penalty for self-directed efficiencies.

#### Head Start

Ms. Patty Allen, district director of Head Start/ECEAP/Early Head Start (HS/ECEAP/EHS), thanked the Board for their support and expressed appreciation to Chairwoman Piper; Trustee Landa-McVicker; Dr. Johnson; Dr. Janet Gullickson, SFCC president; Mr. Scott Morgan, SCC president; and district personnel for their help with the triennial review. Tab 2c, attachment i, was reviewed highlighting the triennial review. Upon the completion of the monitoring review, a final report will be received and presented to the Board. Trustee Landa-McVicker announced that in her absence, Chairwoman Piper will serve as the Board liaison for HS/ECEAP/EHS program.

Dr. Johnson commended Ms. Allen and the HS/ECEAP/EHS team on the triennial review and noted that over 2000 indicators were reviewed. The CCS team was well prepared for the visit and continues to provide children with exceptional care.

#### **COMMUNITY COLLEGES OF SPOKANE FOUNDATION UPDATE AND 2014 ANNUAL CAMPAIGN APPEAL**

Mr. Tony Higley, executive director of the CCS Foundation, showed a PowerPoint Presentation (Tab 3, Attachment i) highlighting foundation facts, total assets, support to CCS, foundation board and standing committees, and initiative updates. Special events, technology updates, and the Trustee Scholarship were also reviewed. It was reported that Trustee Landa-McVicker will be joining the Foundation Board effective November 20.

Since the foundation will no longer be doing the Touch the Future House project, Ms. Naccarato-Sinclair asked how scholarship funds will be raised for students in the trade programs. Mr. Higley shared that ideas are currently being vetted and noted that a car show is currently planned to help support the automotive/Toyota T-Ten programs.

## **ANNOUNCEMENT**

Chairwoman Piper reiterated that the meeting was open to the public and encouraged anyone interested in addressing the Board to sign in at the back of the room. It was also noted that an executive session under RCW 42.30.110(1) would be held.

## **TRENDS IN ONLINE EDUCATION**

Mr. Mark Macias, managing director of institutional research, showed a PowerPoint presentation (Tab 4, attachment i) explaining the U.S. online instruction trend data obtained through national research efforts over the last decade.

Trustee Bever asked if CCS is able to offer consistent and up-to-date online programs compared to private institutions and questioned if there are any obstacles that need to be removed.

Dr. Johnson reported that CCS has restructured the eLearning department and is now a member of the Western Interstate Commission for Higher Education (WICHE), which facilitates resource sharing among the higher education systems of the West.

Community Colleges of Spokane also has experience working with partners such as American Honors and their top-notch online platforms. Full online degrees will be launched at CCS starting winter quarter. Faculty members were commended for their willingness to learn new technology and for having student support available online. Investment needs for faculty and curriculum development were expressed.

Trustee Wilson questioned if the needs of faculty, students and businesses have been studied. Mr. Macias noted that the *Changing Course: Ten Years of Tracking Online Education in the United States*, Allen, I. Elaine and Seaman, Jeff, 2013 is the most comprehensive report he has found regarding online education. It was also noted that the demand for online degrees is increasing. Many students from rural communities and from the west side of the state are currently taking CCS online courses.

Ms. Carla Naccarato-Sinclair reported that faculty are working hard developing online courses; however, the increased workload is an issue since many faculty also teach at the campuses. Ms. Kelly Morin, instructional support designer, was praised for her work, and additional instructional support designers were requested. Dr. Johnson noted that work is progressing well and that new design positions are expected to eventually expand.

Ms. Mita Sen, SCC faculty member, questioned if students understand the discipline needed for online classes. Dr. Johnson shared best e-learning practices include student assessment of online learning skills and readiness. Mr. Barry Moses, SCC faculty member, reported that faculty in adult basic education (ABE) recognize that high school completion students need more online skills and are planning accordingly.

## **BREAK/EXECUTIVE SESSION**

Chairwoman Piper announced that following the break an executive session would be held under RCW 42.30.110(1) to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. People interested in making comments were encouraged to sign up at the back of the room.

As a general comment, Ms. Barbara Ann Bonner, City of Spokane Human Rights, announced that CCS has been nominated for the Spokane Human Rights Award for its work promoting diversity through the SEER, PACE, and Head Start programs.

## **BREAK**

The meeting recessed at 10:34 a.m. and was reconvened at 10:45 a.m.

## **EXECUTIVE SESSION**

At 10:46 a.m., Chairwoman Piper announced that the Board would convene in executive session for an hour to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. No formal action will be taken. The process for public comment was explained. Forty-two individuals provided testimony and/or written commentary.

At 11:45 a.m., it was announced that the executive session would be extended to 12:30 p.m. At 12:25 p.m., a five-minute break was held. At 12:30 p.m., it was announced that the executive session would be extended to 1 p.m. and that the Board would be taking action on two agenda items once the regular meeting is reconvened – Tab 5, Consideration of Granting Tenure for Fall Quarter 2013, and Tab 6, Consideration of Salary Increase for Faculty Awarded Tenure During FY 2012-13. Due to the time restraint, all other agenda items were tabled until the December 17, 2013, meeting. At 1:02 p.m., it was announced that the executive session would be extended until 1:15 p.m.

The executive session under RCW 42.30.110(1) ended at 1:15 p.m. No formal action was taken during executive session. The regular meeting was reconvened.

## **CONSIDERATION OF GRANTING TENURE FOR FALL QUARTER 2013**

Trustee Ed Morgan moved, and it was seconded, that the appointing authority extend Ms. Joan M. Owens' probation three additional quarters.

Roll Call Vote:

- Yes: Trustee Greg Bever
- Yes: Trustee Carol Landa-McVicker
- Yes: Trustee Ed Morgan
- Yes: Trustee Mike Wilson
- Yes: Chairwoman Bridget Piper.

**No. 13-34; motion carried**

**CONSIDERATION OF SALARY INCREASE FOR FACULTY AWARDED  
TENURE DURING FY 2012-13**

Mr. Greg Stevens, chief administration officer, provided background information as outlined in Tab 6 regarding proposed salary step increases for the following faculty members who were awarded tenure during 2012-13:

| <b>Name</b>       | <b>Current Step</b> | <b>New Step</b> |
|-------------------|---------------------|-----------------|
| Booth, Brent      | 2                   | 3               |
| Buechner, Gary    | 3                   | 4               |
| Burt, Tamara      | 4                   | 5               |
| Commers, Kenneth  | 3                   | 4               |
| Gamberoni, Steven | 4                   | 5               |
| Holes, Nathan     | 1                   | 2               |
| Warner, Travis    | 3                   | 4               |

It was noted that the total cost of the increase would be \$9,353 plus related benefit increases and would be effective September 19, 2013.

Trustee Wilson moved, and it was seconded, that the Board of Trustees of Washington State Community College District 17 approve and authorize the Board Chair to sign the attached 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 2013-14.

**No. 13-35; motion carried**

**BOARD REPORT**

Chairwoman Piper congratulated Mr. Moses for the TEDx event that was held at SCC on November 15.

**ADJOURNMENT**

Being no other business, Trustee Landa-McVicker moved, and it was seconded, that the meeting be adjourned at 1:25 p.m.