

Minutes of the Board of Trustees Meeting
Washington State Community College District 17
Regular Meeting
December 20, 2011 – 8:30 a.m.
Institute for Extended Learning Lodge Building
3305 W. Fort George Wright Drive; Spokane, WA

Present: Carol Landa-McVicker, Greg Bever, Ben Cabildo, Bridget Piper, Dr. Christine Johnson, Joe Dunlap, Scott Morgan, Pam Praeger, Keith Foster, Janet Gullickson, Maureen McGuire, Rebecca Rhodes, Greg Stevens, Anne Tucker, George Suttle, Brenda Martinson-Smith, Aaron McCoy, Sarah Stiffler, Maria Delane, Linda Graham (recorder)

Guests: Patty Allen, Dave Cox, Dennis Dunham, Mark Macias, Carol Weigand, and Jan Yoshiwara

CELEBRATING STUDENT SUCCESS: AEROSPACE GRANT

Trustee Greg Bever congratulated Dr. Joe Dunlap, Spokane Community College (SCC) President, for his leadership and noted that the aerospace grant will help create a lot of job opportunities for the community. Dr. Dunlap acknowledged Mr. Dave Cox, Dean of Technical Education; Ms. Christy Doyle, former SCC Director of Workforce Education/Development; and Ms. Carol Weigand, Manager of the Inland Northwest Aerospace Technology Center, and noted that SCC has been involved in aerospace training since 1963. As a result of the Governor's request to provide better support for the aerospace industry in the state, a number of initiatives have been implemented. Background information on Operation Pegasus was provided.

Mr. Cox and Ms. Weigand continued the report by showing a PowerPoint presentation that highlighted background information, strategies and objectives, Inland Northwest Aerospace Technology Center (INATC) initial funding deliverables, and Air Washington, a consortium of Washington's aerospace education and training organizations, made up of 14 community and technical colleges across the state and several aerospace training organizations. SCC has taken a statewide leadership role. The Workforce Development Council is also connected with project. There is one funding partner and several signatory industry partners. Overarching goals, primary focus areas, and intended outcomes were discussed. Mr. Cox also recognized the district staff for their work on the project.

Trustee Bever asked how many people will be trained in Spokane, if there are any restrictions on the grant funding, and if there are enough aerospace jobs in the Spokane area. Mr. Cox indicated that the legislature may limit state funding since grant funds have been awarded. Grant funds must be used for such things as increasing program capacity – there is no flexibility in its use. There is an aggressive timeline to get the

programs started with the first short-term program starting spring quarter. Chairwoman Landa-McVicker noted that of the 2615 workers that will be trained, approximately 150 of them will go through the program at SCC. Mr. Cox encouraged the Board to let the legislature know that grant funding is not enough to sustain the program.

Chairwoman Landa-McVicker questioned if the program will be sustainable once the three-year grant period is over. Mr. Cox clarified that there was not a sustainability requirement in the Request for Proposal (RFP) so one was not factored into the grant, but this is being reconsidered. When asked if students have expressed an interest in the program, Mr. Cox indicated that 20-25 new students will be attending classes at Felts Field and that 20 students are expected to participate in the new spring quarter class.

Chairwoman Landa-McVicker asked if the property being transferred from Military Department has any buildings that can be used for the program. Dr. Dunlap reported the property has three building; however, there has been extensive damage since the military failed to winterize the building. As a result, the value of the property has been lowered. This issue will be discussed during upcoming legislative visits in January.

Trustee Piper asked Carol Weigand what her next steps will be as the manager for the INATC. Ms. Weigand shared that she will working to implement the program in the rural areas and aligning the 11 partners.

Dr. Johnson recognized Dr. Dunlap and his entire team, congratulated them for their accomplishment and noted that this is a historic opportunity. The impact this program will have on the region cannot be underestimated.

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 Lodge Building, 3305 W. Fort George Wright Drive; Spokane, Washington, on Tuesday, December 20, 2011. Chairwoman Landa-McVicker called the meeting to order at 9:20 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 during open microphone.

APPROVAL OF MINUTES

Chairwoman Landa-McVicker referenced the Celebrating Success report provided by Spokane Falls Community College (SFCC) during the November Board meeting on mathematics educational practice recognized statewide, yet Chairwoman Landa-McVicker noted mathematics best practice is not being implemented district-wide. Trustee Bever moved, and it was seconded, that the minutes from the November 15,

2011, regular meeting be amended to include Chairwoman Landa-McVicker's clarifying statement.

No. 11-33; motion carried.

SBCTC PRESENTATION – STUDENT ACHIEVEMENT

Dr. Johnson introduced Ms. Jan Yoshiwara, Deputy Executive Director for Education at the State Board for Community and Technical Colleges (SBCTC). Ms. Yoshiwara showed a PowerPoint presentation highlighting the purpose of the Student Achievement Initiative (SAI), principles used for measures and reward funds, system performance results, funding model, Governance Institute for Student Success (GISS), and the initial evaluation results.

Copies of the Student Achievement Point Analysis for Community Colleges of Spokane (CCS) were also distributed and reviewed. Based on the analysis, it appears that fewer students enrolled due to less space overall, the redesign in the mathematics education at SFCC is positively increasing pre-college math and college math achievement, continuing/returning students are enrolling and advancing to completion in greater number, and cuts in basic skills reduced the number of basic skills students and the size of gain made by students who were served.

Trustee Piper questioned if the award points are affected by the number of lower/middle income students. Ms. Yoshiwara reported that this topic had been reviewed to determine if the measures created an uneven impact. It was determined that there were no impacts. Basic skill points helped offset the income. In this economy, students are staying longer and taking more credits due to lack of employment.

Trustee Bever questioned if the colleges are being awarded for the number of completions. Ms. Yoshiwara clarified that colleges are awarded for all four measures: 1) momentum points that build towards college-level skills, 2) momentum points that build to Tipping Point and beyond, 3). Earning college level credits in math, and 4) completions. Trustee Bever asked if the college efficiency rates are awarded. Ms. Yoshiwara stated that increases in gains are rewarded. More review would be needed when considering efficiency rates.

Dr. Johnson thanked Ms. Yoshiwara for her report and stated that CCS has made tremendous improvements on credential completion and acceleration of development education. The SAI must revise metrics and focus for completion and acceleration agenda. In addition, the SAI data needs to be made available for further analysis by institutional research personnel. It was recommended that the data be made available to the colleges for a closer review.

Chairwoman Landa-McVicker shared that CCS is focusing on seamlessness and student success. Students are becoming more prepared. Ms. Yoshiwara noted a disincentive for remediation/acceleration models.

Ms. Praeger, SFCC President, questioned if the legislature is inclined to move toward the SAI rather than focusing on access or the number of students served. Ms. Yoshiwara indicated that a bill is being drafted in relation to student achievement. The bill does not dictate the amount of money that would be awarded for achievement, and there are questions about the measurements and where the money would come from.

Trustee Bever stressed the importance of the initiative and noted that anything that can be measured can be improved. It is hopeful the legislature will recognize the improvements that have been made to date.

STATUS REPORTS

Capital Projects in Progress

Mr. Dennis Dunham, District Director of Facilities, provided an update on the major capital and repair projects and shared that the dome for the SFCC Science Building is being assembled, and replacement chairs for the planetarium are being installed. Planning for the Classroom Building is coming along nicely. Any savings on this project will go toward the Early Learning Center project to help offset funding reductions. A designer for the matching athletic project will be hired soon.

Head Start

Ms. Patty Allen, District Director of Head Start/Early Head Start (HS/EHS), thanked Chairwoman Landa-McVicker for attending the HS/EHS staff meeting and for presenting the years-of-service awards. Ms. Allen also provided an overview of HS/EHS (see Tab 3b) that highlighted the final report on the triennial review, the annual monitoring audit of the EHS grant from the Division of Developmental Disabilities Department, the Children's Safety Bureau donations, the Washington State Head Start Director's meeting held November 30 and December 1, 2011, and the Early Childhood Education and Assistance Program (ECEAP) program review summary.

Due to a 1.5 percent budget reduction, three vacant positions will not be filled. Chairwoman Landa-McVicker shared that a large group of parents recently traveled to Olympia to meet with legislators and to advocate for the program.

Due to changes in subsidy programs, many families either do not qualify or choose not to use full-day child care services. As a result, many community child care sites are experiencing a large amount of turnovers. Trustee Piper noted the affects these turnovers have on the community. Trustee Piper also questioned how curriculum planning is not reflecting emergent needs as referenced in the ECEAP program review summary. Ms. Allen shared that cultural needs of families need to be a focus. Trustee Piper thanked Ms. Allen and the HS/EHS staff for providing a sense of place and family for children.

Trustee Ben Cabildo questioned school readiness goals and measurements. Ms. Allen discussed that creative curriculum is being used to assess pre-math and pre-reading skill levels in children. An example was shared.

BREAK

The meeting recessed at 10:30 a.m. and reconvened at 10:40 a.m.

Budget and Expenditure

Mr. Keith Foster, Chief Financial Officer, referred to Tab 3c, Attachments i-iii, and stated that spending is on target.

BUDGET UPDATE

Mr. Foster referenced Tab 4 and noted that technical adjustments have been made by the legislature during the special session. Unfortunately, a lot of budget uncertainties remain. Mr. Foster summarized the Governor's recommendation to reduce the overall budget by 13 percent. The reductions would take part in the second part of the biennium in hopes that increased tax revenue would offset reductions. If the revenue package does not pass, budget cuts will be larger. In preparation, CCS is looking at reorganization and reduction scenarios. The next budget forecast is due in January.

STUDENT TRANSITIONS INFORMATION PROJECT (STIP)

Mr. Mark Macias, Managing Director of Institutional Research, showed a PowerPoint presentation (Tab 5 Attachment i) on the Student Transitions Information Project (STIP) highlighting background information, how the project works, the district overview report, and where the project is going.

Trustee Greg Bever expressed concern that high school drop-out rates and a high percentage of high school graduates not attending college will have a long-term effect on the community. Chairwoman Landa-McVicker noted that tuition increases will impact enrollment. Trustee Bever indicated that entry standards for four-year institutions also have an effect on enrollment.

As a result of the data collected, an area school district set up a taskforce to increase the number of students applying for financial aid. The data also showed a trend in grade point average as it relates to the academic track students pursue and retention rates within the first year in college. An early alert system for students at risk is being considered.

Ms. Praeger indicated the colleges are being tasked by the number of financial aid applications being submitted and asked if the high schools are increasing student orientations or establishing initiatives designed to help students navigate the process. Trustee Piper asked how many students receive financial aid funds but do not attend class. Dr. Gullickson shared that this issue is often over reported. The intent for the

STIP project is to focus on retention. National research shows that students are more likely to drop out approximately two-thirds into their schooling.

Trustee Bever recommended that information from the report be shared with the legislators and asked if some simple charts/graphs can be created for distribution. Mr. Macias indicated that single page focus reports will be created. Chairwoman Landa-McVicker also stressed the importance of sharing the information with the business community.

Dr. Johnson stated that she was impressed with the content of the report. This information was shared with the Greater Spokane Incorporated Higher Education Leadership Group and will also be shared with the State Board for Community and Technical Colleges. The report has implications for CCS that will generate work. A few areas to be reviewed include completion rates, degree audits, and class scheduling. Strategic actions will be the next step.

Piper Bridget expressed appreciation for the report and collaboration. Chairwoman Landa-McVicker asked if the report has been shared with school boards. Mr. Macias clarified that the information has been shared with superintendents/district management. The goal is to share the information with other community colleges in the area. Trustee Bever noted how the outcome can be used to identify best practices that can be applied in the classroom. Dr. Gullickson shared that she met with some schools in the rural communities and received positive feedback. Some of these districts signed onto the project.

AHE/WFSE REPORTS

Association for Higher Education

Representatives expressed condolences to Ms. Carla Naccarato-Sinclair for the recent passing of her mother.

Washington Federation of State Employees

A report was not provided.

INSTITUTION REPORTS

Institution for Extended Learning

Ms. Sarah Stiffler, IEL Staff Representative, shared that people are enjoying the new student orientations. Special thanks were extended to the SCC health clinic. IEL staff toured the facility and learned about the services that are available through the clinic. Aunties Bookstore showed literacy support by providing books to Workfirst ABE students. These books are currently being distributed.

Mr. Scott Morgan, IEL Chief Executive Officer, indicated that budget reductions are impacting enrollment. Less services and support are being offered. The SBCTC passed the SCC/IEL joint building proposal, and Representative Ormsby has been consulted. The Office of Financial Management did not include this project in the budget; however,

that should not create a significant issue. Next month's celebrating success report will provide an overview of the Early Childhood Education and Assistance Program (ECAP).

Trustee Cabildo questioned what IEL programs have been cut. Mr. Morgan clarified that programs have not been eliminated; however, many programs have been impacted by eliminated positions and reduced class sections and services. As an example, Ms. Stiffler shared that the State suspended WorkFirst participation requirements from July 1, 2011, through June 30, 2012. Approximately 75-80 percent of eligible families have taken the suspension and are staying home with their children rather than using IEL services.

Spokane Falls Community College

Mr. George Suttle, Spokane Falls Community College (SFCC) Faculty Representative, shared that fall was a successful quarter for faculty. Students seem happy. Employees are anxious about the budget, but are looking forward to the next quarter. Faculty extend their condolences to Ms. Naccarato-Sinclair for the loss of her mother.

Ms. Aaron McCoy, SFCC Classified Staff Representative, was introduced and welcomed. Ms. McCoy read a letter written by a mother who attended a recent New Student Orientation session. The classified staff council is in the process of raising funds for a memorial honoring Larry Poole. An e-mail from Mr. Seth Maier, SFCC Veterans Program Coordinator, was read detailing the number of veterans on campus using VA benefits as well as computer access in the Veteran's Resource Center.

Ms. Pam Praeger, SFCC President, shared that SFCC will be severing its relationship with the University of North Dakota (UND) now that SCC has an aerospace program. Dr. Joe Dunlap, Spokane Community College President, stated that he met with UND representatives. SCC does not currently have a location at the airport nor are prepared to assume responsibility for the flight training program. Once the aerospace program is fully established, a partnership with UND could be re-examined. Ms. Praeger stated that the flight training program at SFCC is being suspended. Students currently in the program will be allowed to finish. The Chemical Dependency gained a contract with Washington State and will begin implementing licensing requirements. The SFCC security department hired a program coordinator. Ms. Jille Shankar, Associate Dean of Financial Aid, has accepted a position at Big Bend. Students will be participating in a Noel Levitz survey to help identify important issues pertaining to veterans and post-traumatic stress disorder. Gateway to College funding has been received. The annual report for Title III is being completed. There were significant gains in several areas last year.

Spokane Community College

Ms. Brenda Martinson-Smith, SCC Classified Staff Representative, shared that Dr. Dunlap met with classified employees on December 7. Many employees attended and asked a lot of questions. People were encouraged view the Humanities Center's Facebook page. "Exploring the Superhero within!" will be discussed on November 22, in

the Hagan Foundation Center for the Humanities. The next Get Lit event is scheduled for April 12-13. The staff council will be holding a chili cook off toward the end of January/beginning of February to raise memorial funds.

Dr. Dunlap reported that faculty members have been selected for open source course development in 2012. The President's Speaker Series scheduled for February 22-23 will focus on the global impact of overpopulation. Ms. Christy Doyle has been hired as the Dean of Health and Environmental Sciences, and Mr. Mike Lenker has been hired as the Dean of Enrollment Services. Dr. Dunlap wished everyone a happy holiday

CHANCELLOR REPORT

Dr. Christine Johnson expressed appreciation for employees as the district faces difficult economic times and major reorganization. Mr. Greg Stevens, Chief Administrative Officer; Mr. Keith Foster; and the entire budget team were recognized for their work on saving analyses. These reorganizations will generate substantial savings that will help better prepare CCS for upcoming state reductions. Dr. Gary Pratt, Chief Information Officer at Eastern Washington University, served as a consultant on the IT taskforce and ERP implementation. Recommendations from the taskforce have been submitted. The IT department will undergo a major reorganization as a result of the recommendations. The Human Resource Team was commended for a high-quality faculty symposium held on December 13. Approximately 80 people participated. A special thanks was extended to the Board of Trustees for earmarking reserve funds for sustainability/training purposes. Additional events will be scheduled. Dr. Johnson recognized and thanked the presidents/CEO and the management services team and wished all employees a happy holiday.

BOARD REPORT

Chairwoman Landa-McVicker stated that the sports banquet on December 5, was a wonderful event and noted the athletic teams are playing well. Board members will be traveling to Olympia in January to meet with legislators and to attend the Trustees Association of Community and Technical Colleges (TACTC) winter conference. The gavel will be turned over to Trustees Bever and Piper during the January Board meeting. Chairwoman Landa-McVicker thanked the CCS leadership and noted that the organization is very well respected. She also thanked CCS employees and wished them a Merry Christmas.

Trustee Piper attended the foundation donor appreciation event at the Davenport Hotel. The event was lovely and well attended. The student testimonials were outstanding. Trustee Piper thanked Dr. Johnson for making community connections and for her large vision.

Trustee Bever attended the holiday gatherings and enjoyed seeing everyone. Trustee Bever thanked the employees and wished everyone a happy holiday.

Trustee Cabildo thanked and wished everyone a happy holiday.

EXECUTIVE SESSION

An executive session was not held.

ADJOURNMENT

Being no further business, the meeting was adjourned at 11:55 a.m.