

Minutes of the Board of Trustees Meeting
Washington State Community College District 17
Regular Meeting
March 15, 2011 – 8:30 a.m.
Institute for Extended Learning Lodge
3305 W. Fort George Wright Drive; Spokane, WA

Present: Greg Bever (chair), Don Cox, and Bridget Piper. Also present were Christine Johnson, Joe Dunlap, Pam Praeger, Maureen McGuire, Janet Gullickson, Jim Minkler, Rebecca Rhodes, Greg Stevens, Anne Tucker, Brian Briggs, Carla Naccarato-Sinclair, Angela Wizner, Dawn Chavez, Robbin Hansen, Brenda Martinson-Smith, Jo Lynne Sherman, and Linda Graham (recorder).

Guests: Patty Allen, Dennis Dunham, Terri McKenzie, Peter Williams

CELEBRATING SUCCESS: Associated Student Government Services Center and Food Bank

Dr. Terri McKenzie, Spokane Community College (SCC) Vice President of Student and Instructional Services, shared some background information on the newly remodeled Student Government Services Center and Food Bank and introduced Dr. Peter Williams, SCC Associate Dean of Student Services. Dr. Williams provided a visual tour of the Center and shared how the new common workspace has reduced conflicts by encouraging collaboration and communication. Mr. Jason Fierst, Associated Student Government Vice President, discussed how the space was designed, the services that are being offered, and the operating hours. Mr. Mike Thames, Associated Student Government Director of Emergency Services, provided an overview of the Food Bank and shared that the number of students using its services has doubled from last year.

Trustee Bever asked if SCC was working in conjunction with the Spokane Food Bank and how students qualify to use the services on campus. Mr. Thames clarified that the campus is working in collaboration with Second Harvest Food Bank. While most of the food comes from Second Harvest, the campus does hold food drives twice a quarter and has a budget to purchase items from various suppliers. Anyone with a current student identification card can use the food bank at no charge.

Trustee Cox questioned the source of the budget and the nature of the conflicts within student government. Dr. McKenzie clarified that funds come from Student Activity Fees. Dr. Williams shared that the conflicts are minor in nature but, if not resolved, would grow over time. To help eliminate these interpersonal conflicts, SCC holds a leadership retreat in the fall and now has the students in an open, shared work environment that fosters collaboration.

Trustee Bever asked how many students use the food bank. Mr. Thames shared that approximately 225 students use the food bank each quarter and that 3000 pounds of food were distributed in February.

Dr. McKenzie stated that the renovation project provided students with an immense hands-on learning opportunity. The students were praised for their leadership.

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 Institute for Extended Learning Lodge, 3305 W. Fort George Wright Drive; Spokane, Washington, on Tuesday, March 15, 2011. Trustee Greg Bever called the meeting to order at 9:25 a.m., followed by the Pledge of Allegiance and roll call.

INTRODUCTIONS AND OPEN MICROPHONE

Dr. Christine Johnson, Chancellor, introduced Ms. Alexis Monteon, a West Valley High School student who is participating in the Executive Mentoring program being offered through the SCC Multicultural Leadership Institute program. Ms. Monteon shared some information about Movimiento Estudiantil Chicano de Aztlán (MEChA), a student organization she started at her high school to promote higher education, culture, and history.

Dr. Joe Dunlap, SCC President, provided some background on Mr. Drew Soto, a student in the On Track program at the Spokane Skills Center who is also participating in the Multicultural Leadership Institute program. Dr. Dunlap discussed the purpose of the Institute and noted that it was developed by Ms. Kitara McClure, SCC Multicultural Director. Mr. Soto shared some information about himself.

APPROVAL OF MINUTES

It was moved by Mr. Don Cox and seconded that the minutes of the February 15, 2011, regular meeting be approved as presented.

No. 11-04; motion carried.

STATUS REPORTS

Capital Projects in Progress: Mr. Dennis Dunham, District Director of Facilities, provided an update on the major capital and repair projects and noted that some major change orders have been issued in order to meet current technology and/or industry demands. Mr. Dunham indicated that all projects are on schedule and on budget.

Trustee Cox requested clarification on the type of technology and/or equipment being installed in the SCC Professional Technical Building. Mr. Dunham clarified that the building was originally designed over three years ago. Since then, industry standards for equipment have changed in several programs. To support this new equipment, some minor structural/electrical modifications have been needed.

Budget and Expenditures: Being no new budget developments, Mr. Greg Stevens, Chief Administrative Officer, deferred the report.

Head Start: Ms. Patty Allen, District Director of Head Start/ECEAP/Early Head Start provided an update on the Head Start program and highlighted such topics as the triennial federal review, ECEAP state review, ECEAP slot reduction and application renewal, Department of Education Annual Report, parent leadership training, and Read-A-Thon activities.

Administrative Procedures: There were no new administrative procedures to report.

LEGISLATIVE AND BUDGET UPDATE

Dr. Johnson shared that the State Board for Community and Technical Colleges (SBCTC) has asked all colleges across the state to prepare 10 and 20 percent budget reduction scenarios. Information regarding the overall impact these reductions would have on Community Colleges of Spokane (CCS) has been shared with the presidents. Each institution will have its own budget development process. The Board will be briefed more thoroughly during the work session in April. At that time, the Board will be presented with a proposal to lower the overall reserve level.

The entire state system was required to contribute an additional \$13 million dollars from this year's budget to cover the shortfall in the State Need Grant. As a result, CCS reduced its budget by approximately \$1.3 million dollars. The State is also proposing a 10 percent tuition increase. Of that amount, 3 percent would be used to pay for a much needed state-wide information system called Enterprise Resource Planning (ERP).

CCS currently has two capital projects being considered for funding. The General Classroom Building/Early Learning Center project at Spokane Falls Community College (SFCC) seems to be progressing through the legislature; however, there seems to be some concerns with the SFCC Soccer Field renovation project.

The revenue report is expected to be released in March. At a local rotary meeting, the Governor indicated that revenue may be lower than initially anticipated. House Bill 1981 is also being monitored very closely due to the complexity and implications if passed. Dr. Johnson continues to communicate with staff from the SBCTC and Ms. Sharon Fairchild, State Board Vice Chair, regarding budget and legislative issues.

Trustee Cox discussed Engrossed Second Substitute House Bill 1792 and Second Substitute Senate Bill 5636 that proposes the consolidation of the University Center of North Puget Sound at Everett Community College with Washington State University. Dr. Johnson stated that a number of community colleges, including CCS, has expressed support of Everett Community Colleges, the autonomy of community colleges, and the need for effective partnerships with universities. Dr. Dunlap discussed the letter that the Trustees Association of Community and Technical Colleges (TACTC) sent to Dr. Elson Floyd, President of Washington State University (WSU), expressing concerns of the proposed consolidation. Trustee Cox discussed the possible impact the consolidation will have on technical baccalaureate degrees.

Dr. Johnson complimented WSU Spokane and its relationship with its educational partners in eastern Washington. Dr. Floyd's government affairs representative recently met with Dr. Johnson to identify ways to improve working relationships with community colleges.

EMERGENCY PREPAREDNESS AND STUDENT CODE OF CONDUCT REVIEW

Mr. Stevens showed a PowerPoint presentation highlighting the procedure for threat assessment and behavioral intervention in support of student success. The duties of the Behavioral Intervention Team (BIT), best practices, and the SBCTC 2010-11 Campus Security Checklist were also discussed.

Trustee Piper questioned how students will be protected from false accusations. Mr. Stevens stressed the importance of the BIT assessment process and the Team having access to multiple pieces of information.

Trustee Bever asked if CCS has the correct people reviewing the proposed procedure. Mr. Stevens shared that Mr. Roger Bragdon, former Spokane Police Chief and current security consultant, is leading the effort in developing the procedure and providing the necessary training. Ms. Maureen McGuire, Assistant Attorney General, has also been included and has reviewed the procedure from a legal perspective. In addition, the BIT Team at the Institute for Extended Learning (IEL) is more developed and is considered a state-wide model. Ms. Amy Lopes-Wasson, IEL Dean of Student Services, chaired the Student Services Council when BIT was first being developed and is perhaps the best trained student services person in the state regarding this subject. SCC also has an advanced BIT process, which has been in place a couple of years. The goal is to bring all units to the same maturity level and to ensure consistency across institutions.

Trustee Cox questioned if the BIT process and student disciplinary policies will operate on parallel lines. Mr. Stevens stated that student conduct issues could be handled under the student disciplinary process while BIT continues to receive reports of concerning observations. It is also equally possible that reports will be routed to BIT first but then referred to the disciplinary process. It was clarified that it would not be appropriate for BIT members to be engaged in the disciplinary process or have any involvement in the outcome.

Ms. Carla Naccarato-Sinclair, Association for Higher Education (AHE) representative, shared that the current Student Incident Report form is not conducive for documenting concerning behaviors. This new procedure establishes a mechanism for reports to be submitted, consolidated, monitored, assessed and referred to appropriate resources.

BREAK

Trustee Bever announced that anyone interested in making comments for the Board of Trustees regarding tenure recommendations needed to see Mr. Stevens for the sign-in sheet. If needed, the Board will allow time during the Executive Session. The meeting recessed at 9:55 a.m. and reconvened at 10:10 a.m.

STUDENT SUCCESS REPORT

Mr. Mark Macias, Managing Director of Institutional Research, showed a PowerPoint presentation denoting CCS demographics and student data. The topics discussed included projected changes in service area demographics, student academic success, changes in class delivery modes, completion trends by type of student, and preliminary completion trends of transfer students.

It was noted that based on a five-year average, 19 percent of students have a quarterly Grade Point Average (GPA) less than 2.0 in any given quarter and that 12 percent have a cumulative GPA less than 2.0. Trustee Bever expressed concern of this high number. The institutional research team has reviewed the figures several times; however, there is no way to confirm with the SBCTC since the data is tracked differently.

Dr. Johnson clarified that tracking data longitudinally gives a solid picture of how CCS is performing over time. CCS had not tracked data this way previously, but it is now collecting, reporting and analyzing the data that has been generated over the years. The Board's role and interest will drive CCS to greater success and improvement. CCS is looking at the data and will be examining areas of concern. The colleges will identify ways to intervene in order to improve student success.

Trustee Bever expressed his admiration for CCS taking the lead in tracking this data and encouraged it to become the model for others to follow. Ms. Pam Praeger, President at Spokane Falls Community College (SFCC), shared that SFCC used this data to identify classes with large drop out and/or low success rates so student intervention techniques could be applied to promote greater success.

In reviewing the status of students earning less than a 2.0 GPA the first quarter, it was noted that 46.7 percent of those students do not return the next quarter. Dr. Johnson shared that research indicates the first year of schooling is particularly important. Once students succeed the first year, the likelihood they will continue advancing in their selected program increases exponentially. The colleges are doing a terrific job tracking student progress through the early alert process and providing necessary support services for improvement.

The different class delivery modalities were discussed, and it was noted that online and hybrid offerings are increasing. Dr. Janet Gullickson, Academic Services Officer, clarified that literature indicates that on-ground classes are better suited for certain learners and that it would be inappropriate to suggest that online offerings will fit everyone's needs. It is important to be mindful of this fact and suggested a screening tool be created to ensure students are placed in the proper learning environment.

Trustee Bever questioned if the campuses have reviewed the success rates for students participating in orientation classes. Mr. Macias stated that both campuses are now offering First-Year Introduction classes. Dr. Dunlap clarified that SCC offered the class this year as a one-credit voluntary participation course. Students with low placement

scores were encouraged to take the class. Next year, this one-credit, three-day course will be mandatory for all students. Ms. Angela Wizner, SCC faculty representative, asked if the course would be covered by financial aid. Dr. Dunlap clarified that this course will be factored into educational plans and will be eligible for financial aid.

Trustee Cox asked if students are seeking technical retraining. Mr. Macias stated that specific data regarding retraining programs has not been reviewed as of yet. Mr. Cox discussed the State's Tipping Point criteria for evaluating success and asked how it measures in comparison with the data that has been presented. Mr. Macias clarified that the analysis presented during today's Board meeting focused primarily on completion rates. Specific momentum points, however, can be reviewed to determine where students are having problems. Trustee Cox commended the work of the institutional researchers and noted the value the research will have in developing strategic plans that address student success.

Dr. Johnson stated that it is good practice to do self assessments to identify areas that can be improved. CCS is linking with the community and sharing data that impacts the overall region. Mr. Mark Mattke, Executive Director of the Spokane Area Workforce Development Council, was acknowledged in the audience. During a recent Council meeting, it was reported that the majority of Spokane's unemployed population is male over the age of 40 without a high school diploma. Without a GED or high school diploma, these individuals will have a difficult time reentering the workforce. CCS is reviewing the data from these other sources and determining through strategic planning what can be done educationally. In addition, CCS will be convening the area superintendents to look at their student success data.

Mr. Macias shared that representatives from the CCS Outreach Office has been going out to the school districts, both urban and rural. Data sharing agreements are being established so student data such as GPAs, race, free/reduced lunch, and other characteristics can be shared and tracked through the higher education system using National Student Tracking Services to see where students go and what kind of institution they attend. If students attend CCS, additional data can be tracked and reported back to the school districts. The goal is to have these agreements with all high school districts in eastern Washington.

PROFESSIONAL DEVELOPMENT/TRAVEL FUNDS

Dr. Johnson provided a brief update on what CCS is doing to support employees through various professional development efforts. The needs are great and resources are scarce; however, CCS will need to invest in employee development. At the district level, a modest amount has been allocated for professional development. Faculty training, however, is supported at the colleges and the Institute for Extended Learning (IEL). Despite the economic hardships across the district, the units are doing the best they can. Mr. Stevens is currently developing a comprehensive professional development core investment proposal that will be presented at a later time.

Dr. Dunlap shared that amounts allocated for professional development has declined significantly over the last several years because of the economy. A couple of years ago, SCC developed a procedure for faculty to apply for dedicated professional funding. Approximately \$80,000 is set aside annually. As a result, every faculty member is entitled to \$350 that they can apply toward faculty development. Since not all faculty take advantage of the opportunity every year, faculty can work together to transfer funds to their peers who are in need. Dedicated funds have also been allocated to classified employees in terms of local training. It was also noted that SCC has not abandoned sabbaticals like many other colleges during these difficult economic times. The different funding sources were outlined.

Trustee Cox questioned the rules for applying for sabbaticals. Dr. Dunlap clarified that faculty can apply for funding after seven years of employment and can apply for one, two or three quarters of sabbaticals. Faculty members interested in taking sabbaticals prepare and submit proposals to a committee composed of other faculty members who then help make the requests more competitive, rank the order of the requests, and then forward them to the college cabinet. Cabinet reviews the requests and determines the number of quarters that can be funded based on the average faculty replacement costs for adjunct faculty to cover the necessary classes.

Trustee Cox questioned if the purpose of the sabbaticals are clearly defined. Dr. Dunlap clarified that substantive proposals describing the tasks and anticipated deliverables are required. Once a faculty member receives a sabbatical, he/she can apply again after four years. Ms. Naccarato-Sinclair defined sabbatical and clarified that faculty members taking just one quarter off for a sabbatical can reapply for the other two quarters within a four-year period of time.

Ms. Pam Praeger, SFCC President discussed the different committees, resource allocations, funding sources, and activities as outlined in Board Tab 6, Attachment iii. In 2004-05, SFCC starting a 1K fund to provide full-time and annualized faculty \$1,000 every three years that can be applied toward professional development activities. Due to Title III and Project DEgree grants, SFCC has been able to send representatives to conferences and workshops as well as develop a local training course for faculty. The SFCC sabbatical process is run similarly to that of SCC; however, all faculty members are notified of the number of sabbaticals/quarters being funded upfront. An All College Learning Community (ALCLC) has also been established that employees on a space availability basis. SFCC also has a President's Discretionary fund that can be used for special training opportunities.

Dr. Rebecca Rhodes, Vice President of Learning for the Institute for Extended Learning (IEL), reported that the IEL has a long history of being funded from a variety of unique and eclectic funding sources. Because of this history, the IEL tries to budget at the departmental level. The IEL has been able to maintain its commitment through state dollars up to this point for professional development. The reduction on travel funds has impacted professional training for IEL employees; however, a cut in this line item was made since it did not hurt people or students and because of the state imposed out-of-

state travel restrictions. Faculty and staff have been looking at their internal resources and utilizing internal experts. The three CCS instructional vice presidents share resources and keep each other informed of upcoming professional training opportunities.

Ms. Naccarato-Sinclair commended the two main campuses for maintaining sabbaticals, and noted the need for sabbaticals at the IEL. The retraining leave was also discussed as another professional development opportunity for faculty.

EXECUTIVE SESSION FOR WINTER QUARTER TENURE CONSIDERATIONS

An executive session was not needed.

CONSIDERATION FOR THE GRANTING OF TENURE FOR WINTER QUARTER 2011

Trustee Bever shared that granting tenure is a great honor and that the trustees have taken the review process very seriously. Trustee Bever thanked his colleagues for the time they have spent reviewing each file. Whereas the Board of Trustees is duly authorized and vested by law as the appointing authority for CCS; and as the appointing authority has reviewed and given reasonable consideration to the review committee recommendation for tenure for these probationary faculty members:

<u>Name</u>	<u>Unit</u>	<u>Department</u>
Nina Beegle	IEL	Developmental Education
Jeffery B. Coffey	SCC	Automotive Technology
Katella E. Debolt	SFCC	Psychology
Carlene H. Dvoracek	SFCC	Chemical Dependency
Mark A. Gorski	SFCC	Engineering
Joshua D. Hogan	SFCC	Librarian
Yasuka N. Huff	SFCC	Modern Languages
David L. Jones	SCC	Software Developer
Rachel E. Kendoll	SCC	Noninvasive Cardiovascular Tech
Kurt E. Kinbacher	SFCC	History
Nathan D. Lansing	SFCC	Music
Cameron K. Mc Cormick	SFCC	Geography
Matt J. Miller	SCC	Fluid Power Technology
Lori A. Monnastes	SFCC	English
Janine L. Odlevak	SCC	Librarian
Ping Ping	SFCC	Sociology
Debra L. Rice	SCC	Nursing
Kelly A. Robertson	SCC	Applied Education
Adam C. Sharp	SCC	Humanities
Ryan P. Simmons	SFCC	English
Edwin H. Solum	SCC	Diesel/Heavy Duty Equipment

Trustee Bridget Piper moved and it was seconded that the appointing authority hereby grants an award of tenure to the above listed probationary academic employees and hereby directs the chancellor to take any and all appropriate action in carrying out this decision.

Motion No. 11-05; Motion Carried.

Trustee Don Cox moved, and it was seconded that the appointing authority hereby denies tenure to David Rex and hereby directs the chancellor to take any and all action necessary in carrying out this decision.

Motion No. 11-06; Motion Carried.

Trustee Bever congratulated the newly tenured faculty members and expressed his appreciation for all that they have done and will do in the future. Trustee Piper thanked Trustee Cox for his thorough review of the tenure files and expressed how impressed she is with our faculty. Trustee Cox requested that Ms. Naccarato-Sinclair inform the tenure committees and college administration of the great job they did in the evaluation process – especially the observations. Ms. Naccarato-Sinclair talked about the number of people required for the numerous tenure committees and how happy she was to hear that they did such an outstanding job. Mr. Greg Stevens acknowledged the work of the hiring committees.

AHE/WFSE REPORTS

- a. Washington Federation of State Employees: Ms. Jo Lynne Sherman shared that there are four articles regarding compensation still being reviewed. Ms. Sherman has had the pleasure of working with the shop stewards in all the local bargaining units. They are a hard working, dedicated group of individuals who put in a lot of personal time. Examples of collaboration and communication were provided.
- b. Association for Higher Education: Ms. Carla Naccarato-Sinclair shared that faculty are preparing for finals and helping students plan for spring quarter. Ms. Naccarato-Sinclair stated that she will be returning to Olympia and that HB 1631 and HB 1981 are still be monitored. Ms. Naccarato-Sinclair expressed her appreciation for the good communication and open process at CCS.

INSTITUTION REPORTS

- a. Spokane Community College: Ms. Angela Wizner, SCC faculty representative, shared that faculty are concerned about what is going on in other states but is excited by the Board's comments regarding the tenure process and the demonstrated support. Ms. Wizner thanked Dr. Johnson for attending the department chair meeting and for addressing the safety concerns on campus. The Communication Conference is scheduled for May 4. The theme for the event is Overcoming Obstacles, and Dr. Finney from Eastern Washington University will be

speaking about some of the personal obstacles he has overcome. A speaker from Washington DC will be on campus next week during the Human Rights Day to discuss white supremacy. Representatives from SCC will also be participating in the annual carnival at the East Central Community Center on June 3. Approximately 1000 kids are expected to attend. Ms. Wizner also shared that students are dealing with fear from the attempted bombing last month during the Martin Luther King Jr. march and the sorrow and concern for friends and family members impacted by the recent earthquake/tsunami in Japan. Students are being referred to counselors on campus.

Ms. Brenda Martinson-Smith, SCC classified representative, reported that the next classified staff meeting will be held the second Wednesday in April. Dr. Dunlap met with staff on March 2, to discuss the budget situation and to answer any questions.

Dr. Dunlap provided dates for some upcoming events and reported that Addison Floren, a student in the Environmental Sciences program, has been selected to represent SCC on the All-Washington Academic Team. She will be attending the reception at South Puget Sound Community College on March 24.

- b. Institute for Extended Learning: Mr. Brian Briggs, IEL faculty representative, shared that student evaluations are required for all IEL instructors at least once a year, which has been difficult logistically. The process is now streamlined by allowing students to fill out the form online. It is believed this new process will be more accurate and cost effective. Spring break for the IEL is scheduled for April 4-8. The I-Best completion ceremony will be held on March 23, at 1 p.m. at SCC.

The new rural agriculture class is scheduled to begin in three weeks. Currently there are 14 students enrolled in the program at Colville and 5 at Pullman. This joint effort between SCC and the IEL received a \$50,000 grant. Dr. Rhodes shared this two quarter I-Best program is being taken to the rural counties and that it is the first I-Best program in Washington State to be offered online. The technical instruction provided by a SCC contract instructor will be in Spokane, and the field instructors will be at the rural sites. Dr. Rhodes noted the culture of collaboration at CCS.

Ms. Dawn Chavez, IEL classified staff representative, shared information about the Women's Leadership Conference that was recently held at SCC. Spokane has 4200 families receiving federal assistance through the Temporary Assistance for Needy Families (TANF) program. Due to legislative reforms, staff are working hard to put together resources and support services to help these families transition and be successful.

Dr. Rebecca Rhodes, IEL Vice President of Instruction, discussed the instruction the IEL provides Airway Heights Correctional Facility through a contract with the Department of Corrections (DOC). The IEL has experienced mid-year budget cuts and shifts in what the DOC wants taught. All introductory computer training

programs are expected to be cut across the state for inmates. The faculty and Dave Murley, Dean of Corrections Education, have worked with Peninsula College to get ideas for new programs. Through collaboration with SFCC, the IEL will successfully have two full-time instructors launching a new small bookkeeping program this spring. The two faculty members are taking classes and working collaborative with faculty at SFCC to get the program ready. Dr. Rhodes expressed appreciation for Ms. Lisa Avery, SFCC Dean of Social Sciences, Accounting, Economics and Academic Initiatives, and Mr. Murley.

- c. Spokane Falls Community College: Ms. Robbin Hansen, SFCC classified staff representative, shared that SFCC had 234 students involved in the Homeless Count, for Spokane County. The data collected will be delivered to the Housing and Urban Development in Washington, DC, and will be used in determining funding levels for all the transitional, heating/warming centers and homeless shelters. There are 818 students involved in the service learning program this quarter. Ms. Hansen also thanked everyone for supporting the blood drive last week.

Ms. Pam Praeger, SFCC President, shared that Heather Keast, SFCC tenure faculty member, was recently honored with an Anna Sue McNeill Assessment, Teaching and Learning Award from the SBCTC. Ms. Keast will receive her award during the Assessment Teaching and Learning Conference on May 11-13. SFCC also has a new Early High School at Medical Lake High School starting in April with a geography class. Information about the international film festival being held at the Garland Theater will be coming out soon. Fulbright Scholar Alma Espartinez will be speaking on April 6-7, on issues relating to Spanish Colonialism in the Philippines. The planetarium grand opening is scheduled for 3 p.m. on April 11. Mr. Jim Minkler, SFCC Vice President of Learning, is the accreditation liaison for the Northwest Commission. He has conducted two training sessions on the new standards for accreditation. Theme committees have been developed and will begin meeting soon. Ms. Praeger expressed her appreciation for the employees working in international programs and explained the care and services they are providing Japanese students in response to the recent earthquake/tsunami in Japan. Ms. Praeger also thanked Dr. Johnson for meeting with deans, department chairs, and classified staff. SFCC will be submitting the Title III evaluation report on March 18. In addition, the Physical Therapy Assistant program will be going through accreditation. Last time the program went through accreditation, it received a nine-year certification. It is anticipated that the program will have similar results this time.

CHANCELLOR REPORT

Dr. Johnson shared that there is much work going on in terms of strategic planning. As a part of strategic planning, CCS has conducted a series of additional focus groups to provide employees at all sites the opportunity to provide input, ask additional questions and share information. Focus groups have been held at SCC, SFCC, and the IEL. One focus group was held with additional community members with a particular outreach to the main communities of color within our service area. This session was well attended,

and community members were pleased CCS reached out to them. Additional focus groups are scheduled for April and May. The Strategic Planning Team have been hearing and asking questions about the data that is being gathered and presented. Data will be used in the next few weeks to make strategic choices and decisions. A report will soon be prepared and presented to the Board.

Employees have provided 90 different budget survey recommendations about how to save, work differently, raise additional revenue, and improve quality student success. Taskforces being co-led by Dr. Dunlap, Ms. Praeger, Mr. Morgan, and Mr. Stevens are analyzing the recommendations. Dr. Johnson shared that the Faculty Senate also provided very wise recommendations that are also being considered and analyzed.

The Lean effort in student services is on track and is now moving into the IT area. Phenomenal work is taking place all across the district and will link with the strategic plan.

BOARD REPORT

Trustee Bridget Piper expressed how impressed she was with the tenure process – specifically the observations, comments, and follow up. Ms. Naccarato-Sinclair was asked to tell the committees how much their hard work was appreciated.

Trustee Cox requested that the Tenure Probationary Boot Camp program be a future Celebrating Success presentation.

Trustee Greg Bever attended the Foundation's Wine and Gourmet Gala on March 11, and thanked all those who participated. CCS had a great basketball win. Trustee Bever commended the automotive program and thanked the CCS employees for all that they do.

EXECUTIVE SESSION

An executive session was not held.

ADJOURNMENT

Vice Chair Bever adjourned the meeting at noon. No further action was taken.