

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

**Present:** Carol Landa-McVicker (chair), Greg Bever, Ben Cabildo, Don Cox, and Bridget Piper. Also present were Christine Johnson, Pam Preager, Scott Morgan, Carol Riesenber, Jim Minkler, Greg Stevens, Anne Tucker, Maureen McGuire, Angela Wizner, George Suttle, Brian Briggs, Jo Lynne Sherman, Robbin Hansen, Dawn Chavez, Jorge Guerrero, Alec Stannard, Linda Graham (recorder),

**Guests:** Patty Allen, Dennis Dunham, John Huffstutter, Mauri Moore, Erin Brown

**CELEBRATING SUCCESS: TACTC**

Chairwoman Carol Landa-McVicker introduced Ms. Mauri Moore, Trustees Association of Community and Technical College (TACTC) President, and Ms. Erin Brown, TACTC Executive Director and Legislative Liaison, and provided background information on both individuals. Ms. Moore shared that she is touring the different boards around the state to learn how they operate and to identify issues the trustees are experiencing. The information gathered will be shared with the TACTC board of directors and the incoming president. Ms. Moore provided an overview of the governance structure for community colleges throughout Washington State and discussed the purpose of TACTC and its membership, bi-laws, and collaboration efforts with the Washington State Board for Community and Technical Colleges (SBCTC) and the presidents' Washington Association of Community and Technical Colleges (WACTC).

Board members were reminded about the Governance Institute for Student Success (GISS) training that is scheduled for June 26-28. The training has been funded by the Gates Foundation. The annual TACTC business meeting will be held in conjunction with the GISS training, and elections for new officers will be held. Feedback on the 2010-11 TACTC goals, activities and outcomes as outlined in Tab 0, Attachment iii, was encouraged. Trustee Greg Bever complimented TACTC's communication process for keeping board members informed and for soliciting legislative support. Chairwoman Landa-McVicker shared that communications were more detailed and better targeted and stressed the benefits of having a database for tracking legislative bills. Chairwoman Landa-McVicker also discussed her recent meeting with the Public Information Commission and the importance of having a single legislative message.

Dr. Johnson shared that the collaboration between TACTC and WACTC has resulted in more favorable legislative outcomes. Ms. Moore recommended the TACTC president-elect begin attending WACTC meetings one year prior to taking office in order to better align policy decisions. Due to budget reductions, there has been some discussion about eliminating the High Education Coordinating Board (HECB) and SBCTC staff. Ms.

Moore noted the centralized services the SBCTC provides and encouraged trustees not to take these services for granted and to be vigilant.

Ms. Brown discussed how integrating the work of the trustees and the college presidents has had a positive, creative impact. The work of the Legislative Action Committee was discussed. Ms. Carol Landa-McVicker has been selected to co-chair the Legislative Action Committee for the TACTC Board of Directors. Communication improvements were discussed, and the new theme – student success – was identified.

Trustee Don Cox shared that the makeup of the House Higher Education Committee is new and stressed the importance of educating these new members so they may effectively analyze the bills to help higher education throughout the state. Ms. Brown shared the role Debora Merrill, Deputy Executive Director of Governmental Relations, plays in educating the committee. Committee members have also contacted SBCTC staff and expressed interest in visiting the campuses when the legislature is not in session. While House committee members are interested in data, they also want to know the student story.

Trustee Bever recommended that the Legislative Action Committee hold regular Friday morning briefings to help follow the legislative process. Ms. Brown clarified that strategy meetings are held every Friday, and recap reports are e-mailed immediately following. Chairwoman Landa-McVicker discussed the turnover in TACTC and the challenge of bringing new trustees who are not familiar with the community college system up to speed. Ms. Landa-McVicker also encouraged district leadership to build relationships with legislators by inviting them to campus and getting them involved.

Ms. Brown discussed the TACTC committees and encouraged board members to become involved. Chairwoman Landa-McVicker shared her experience on the different TACTC committees and discussed the time commitment. Trustee Cox questioned if there is a model for merging the TACTC and WACTC organizations to generate greater power rather than using individual testimonies from directors and presidents. Ms. Brown shared that there are other models; however, each has their own strengths and weaknesses. Trustee Cox stated that the collaborative relationship between TACTC and WACTC seems to work due to the leadership at the SBCTC. Carol thanked Ms. Moore and Ms. Brown for their presentation and their service.

### **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, May 17, 2011. Chairwoman Carol Landa-McVicker called the meeting to order at 9:15 a.m., followed by the Pledge of Allegiance and roll call.

### **INTRODUCTIONS AND OPEN MICROPHONE**

Mr. Jorge Guerrero, SCC Associated Student Government (ASG) President, introduced Mr. Mike-Jones Thames, SCC ASG president-elect.

## **APPROVAL OF MINUTES**

The April 19, minutes were amended to reflect Trustee Ben Cabildo's absence and his correct affiliation with the Spokane Tribe as noted on Page 5. Ms Pam Praeger's name was also corrected on Page 12. It was moved by Don Cox and seconded that the minutes of the April 12, 2011, budget workshop and the April 19, 2011, regular meeting be approved as amended.

**No. 11-08; 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. Equipment for the new professional technical building is arriving, and classes are scheduled to begin fall quarter. Trustee Cox requested an update on the soccer field and childcare center projects. While new capital requests are still being reviewed by the legislature, Mr. Greg Stevens, Chief Administrative Officer, clarified that the classroom project actually consists of two buildings – the general classroom building and the early childhood center – at Spokane Falls Community College (SFCC). This project made it in both the House and Senate budget but at a 15 percent reduction. The matching project for the soccer field is currently in the House budget but not in the Senate. Trustee Cox questioned how a 15 percent reduction will be addressed. Mr. Dunham shared that the projects would need to go through the redesign process a second time. The SBCTC has addressed this issue with the legislature and recommends the projects be fully funded. Dr. Christine Johnson, Chancellor, stated that WACTC recommends having five fewer projects that are fully funded rather than having more projects that are partially funded.

Trustee Cabildo shared that he toured both the new science and remodeled music buildings on the SFCC campus and congratulated Mr. Dunham on a great job and the beautiful design. He also requested an update on the Spokane Aerospace Technology Center. Mr. Dunham shared that the pre-design has been completed, but land needs to be allocated through the legislative process. Trustee Cox requested clarification on where the aerospace center would be located. Mr. Dunham stated that the U.S. Air Force was ordered to convey property near the Spokane International Airport to CCS. During the process, however, a rider was added at the last minute that would return the property to the U.S. military if CCS does not build on the site. Since this was not the intent of the legislature, the document had to be revised in order to provide CCS with the greatest amount of flexibility. Trustee Greg Bever shared that an official from the Air Force is upset that the property is not being purchased and clarified that, with the help of Senator Lisa Brown, the Senate and House passed a provision that would make the land available to CCS. Greater Spokane Incorporated (GSI) will be working with military personnel on other community issues. Trustee Bridget Piper stated that she attended a recent building dedication ceremony and discussed how these new buildings are excellent places for learning. The public is pleased that young children

can come on campus to attend planetarium events, and Trustee Piper expressed her desire that CCS continue building strong public relations through such endeavors.

Budget and Expenditures: Mr. Greg Stevens, Chief Administrative Officer, referred to Tab 2b, Attachment i, and provided a brief overview of the budget and expenditure report. Overall, the units are doing an outstanding job staying within budget. Chairwoman Landa-McVicker stated that the budget for the next biennium is still pending from the legislature. As a result, a special CCS Board of Trustees meeting has been tentative scheduled in June to discuss budget development.

Head Start: Ms. Patty Allen, District Director of Head Start/ECEAP/Early Head Start, Ms. Patty Allen, District Director of Head Start/ECEAP/Early Head Start provided an update on the federal review as outlined in Tab 2c, Attachment i, and stated that there are 1700 performance standards that need to be met. CCS has close to 300 employees meeting 1700 performance standards at 10 different sites with nearly 900 students. Ms. Allen also highlighted such topics as the National Accreditation Commission for Early Care and Education Programs validation, Department of Early Learning Licensing, Collaborative Approach to Preschool Education, ECEAP, letter of interest for increasing capacity at the Northeast Community Center, summer programming, Our Kids: Our Business, and the self assessment process. Chairwoman Landa-McVicker thanked Ms. Allen and the staff for all the work they do. Trustee Bever shared that he attended the Head Start/Early Head Start Art Show and expressed how impressed he was with the teachers and staff. Dr. Johnson acknowledged the fine work of Ms. Allen and her entire team and the climate and culture of reciprocal accountability.

Administrative Procedure: Mr. Stevens shared that during the special Board of Trustees meeting that was held on April 12, 2011, the administration proposed the concept of increasing lab and course fees to include other expenditures than just program consumables. The Board indicated an interest in seeing a proposal. As a result, CCS Administrative Procedure 5.05.01-F, Lab & Course Fees and General Administrative Fees, is in the process of being modified and will be presented to the Board in June. As noted in Tab 2d, the main change in the procedure is found in Section 2.3.3. This change would allow lab and course fees to be used to support salaries and benefits for employees providing direct in-class supervision of student activities such as laboratory technicians, classroom monitors, and tutors. These fees would not be used to cover the salaries and benefits for faculty and office/administrative support personnel. The process for submitting fee changes has also been revised so increase proposals would go up through the college administration and then to the Vice President Council for a district-wide conversation. Dr. Johnson shared that CCS is being very prudent. While fee increases are necessary, CCS recognizes that tuition is likely to be increased for all students. It is a very stressful time across the district and across the state; however, CCS is mindful that this is also a stressful time for students financially at a time when state aid may be declining and Pell grants are being adjusted. CCS wants to capture the actual costs of direct program support to students. Since state operating and tuition dollars pay the salaries for faculty and administrative support personnel, it would not be appropriate to have those salaries included in the fee

increases. Chairwoman Landa-McVicker shared that one of the SBCTC Fact Sheets indicates that state funding is climbing 11 percent while enrollment has increased 10 percent. Board members do not want to keep putting fees on to the students and appreciate the administration are mindful of this fact. Trustee Bever requested that Section 2.3.3.2 be clarified to reflect specific expenses. Mr. Stevens will modify the language to reflect direct expenses from the classroom. Trustee Cox clarified that travel per diem will not be included in the procedure.

Trustee Cox asked about the role the students play in finalizing the procedure. Mr. John Huffstutter, District Director of Budget and Administrative Services, clarified that course and lab fees are more administratively driven; however, the colleges are encouraged to discuss fee increases with the students. Mr. Alec Stannard, Associated Student Government Body President at Spokane Falls Community College (SFCC), stated that student government is currently working on the Student and Activity (S&A) budgeting process and requested projections on the lab and course fees so they can plan accordingly. Formal projections will not be ready in time for this year's S&A process, but Mr. Huffstutter indicated that this information could be provided in the future.

Ms. Pam Praeger, SFCC President, clarified that technology fees and student comprehensive fees can only be voted on by students while lab and course fees are specific to courses with consumable expenses. The proposed procedure holds the campuses accountable to each other, the business office, and the Board. Dr. Johnson shared that the Vice Presidents' Council has been added to the review process. While faculty members are responsible for specific programs/courses, they may not necessarily be aware of the collective impact fee changes may have on students. The Vice Presidents, however, have the larger picture and are accountable to review increases across the institution. By adding another level of review with very specific instructions, the Vice Presidents will review and ensure costs are appropriate. CCS has worked hard in finding a way to recover costs while being fair and prudent. Mr. Guerrero indicated that student government receives a lot of information about fee increases, and they are thankful for the relationship with administration and for being included in the process.

Winter Quarter Enrollment History: This topic was postponed until June.

### **CONSIDERATION OF CCS STRATEGIC PLAN**

Chairwoman Landa-McVicker shared that strategic planning has been a year-long process that has had very broad representation across the district. The planning committee collected a lot of data throughout the process. Dr. Johnson thanked Chairwoman Landa-McVicker for her participation in the strategic planning process and acknowledged Ms. Trish Vernon, a student from the Institute for Extended Learning (IEL) living in Newport who made it to every meeting. While the strategic planning process is costly and takes time, it is an essential element of moving an organization forward. It sets the direction for the future and aligns resources. The need for the assessment was a result of the dramatically new economic environment. Dr. Johnson showed a PowerPoint presentation (Tab 3 Attachment) highlighting the

proposed values, mission, vision, strategic priority areas, and strategic initiatives. Dr. Johnson shared that the development process included everyone within the organization as well as business, community and educational partners. Members of the strategic planning and support teams were acknowledged as well as Dr. Sandra Wilson, Dr. Rick Voorhees, Desautel-Hege Communications, Mr. Mark Mattke and Mr. Doug Tweety for their professional expertise.

While the colleges/IEL will have their own strategic plans, they will be reviewed and updated as needed to ensure alignment with the district plan. Elements of the strategic plan will also be included in employment evaluations for the chancellor's direct reports and at every level of the organization.

Chairwoman Landa-McVicker requested information about the online strategic planning software that will be used. Dr. Johnson shared that CCS will begin using a software tool called Strategic Planning Online (SPOL). This tool allows planning at the unit levels but then translates the data for each of the major operating units and tracks the information online. Ms. Candace Smallfoot, an expert on strategic planning, will be meeting with each unit to provide assistance and training. Chairwoman Landa-McVicker clarified that SPOL will also help with the accreditation process as it collects the data that ultimately feeds into accreditation. Dr. Johnson mentioned that planning has advanced. Accrediting agencies are now focusing on continuing improvement where institutions monitor themselves and their progress every year rather than every ten years. CCS will be implementing SPOL district wide, and training will be provided. Trustee Piper expressed delight that software is available for streamlining the action plans and asked who at the district level will be responsible for tracking those plans. Dr. Johnson mentioned that every member of the management services team will oversee different components.

Trustee Cox mentioned that everything that attracted the Board to the chancellor during the interview process is reflected in the strategic plan in terms of goals and objectives but also in measuring success. Trustee Cox verified that the measurement of success will also be reflected in unit plans. Dr. Johnson clarified that by the Board's approval in June, each unit will align with the district's strategic plan, be measured at the local level, and reported up for the district-wide report.

Trustee Bever noted the plan captures the desired outcome of student success and continued learning; however, it does not address the need to prepare students for the workforce. Dr. Johnson clarified that this specific outcome would not be listed in the broad district-wide strategic initiatives, but it would be included in performance indicators at the unit level. Chairwoman Landa-McVicker stated that she was impressed with data-driven process and how CCS worked with its partners, shared data, and looked at trends and projections to plan for the future. Dr. Johnson clarified that all information is posted on the Intranet and will be referenced by the different councils as recommendations are developed. Trustee Ben Cabildo expressed appreciation for Dr. Johnson's leadership, strategic thinking, and openness to innovation – both incremental and radical. While he appreciates the work that has

been completed, Trustee Cabildo requested to have strategic goals included in the plan and to update the first bullet on Slide 8 to reflect “*Recruit, develop and retain high-quality, diverse faculty and staff.*” Dr. Johnson clarified that value statements became goals so they could be tracked and measured appropriately. Chairwoman Landa-McVicker reminded the Board that they are scheduled to evaluate the chancellor during a workshop session in July. This would also be a good time to review goals for next year. Trustee Cox shared that the retention of diverse faculty and staff is just as important as recruitment and asked if it would be measured. Dr. Johnson shared that Mr. Stevens has been charged with developing a comprehensive professional development plan that will include a mentoring component. This will be added as one of the indicators and will be reported to the Board. Chairwoman Landa-McVicker also stated that retention was also addressed by the Equity Council and that a resource book was created in response.

Dr. Johnson shared that the strategic plan, which embodies the values of CCS, will be brought before the Board as an action item during the June meeting. Dr. Johnson again acknowledged and thanked Dr. Sandra Wilson for serving as the facilitator and those who participated in the strategic planning process. Chairwoman Landa-McVicker thanked Dr. Johnson for her leadership.

## **BREAK**

The meeting recessed at 10:40 a.m. and reconvened at 10:55 a.m.

## **PROPOSED PARKING FEE**

Mr. Scott Morgan, Chief Executive Officer for the Institute for Extended Learning, acknowledged the parking taskforce and the time they spent over a two-year period to improve the parking situation at CCS. The process and methodology for research, analysis and communication was discussed. The complete report is included in the Board packet under Tab 4, Attachment i.

The recommended changes are primarily in the administration of parking and how CCS manages parking in a fair and consistent manner. Along with changes in procedures and Washington Administrative Code (WAC), the committee recommends increasing the parking fee to \$70 per year (\$10 for summer quarter and \$20 for each of the remaining three quarters). The revenue generated will be used to help maintain campus parking lots. It was also recommended that guest permits be required for those parking on campus during the day. Parking, however, will not be enforced during the evening or on the weekends due to community events.

Ms. Angela Wizner, faculty representative from Spokane Community College (SCC), asked if students are blocked from registering for classes or from receiving financial aid if they have unpaid parking tickets and discussed the impact this would have on lower-income students. Ms. Praeger shared that students at the SFCC campus may appeal to the president to have holds lifted. Ms. Praeger and Mr. Morgan briefly discussed procedural processes for addressing appeals, but indicated that specific details would need to be reviewed at the campus level. Trustee Piper recommended the parking fees

not be waived during nights and weekends. Trustee Cabildo indicated that raising fees may be the only way to maintain the parking facilities, but expressed interest in expanding alternate means of transportation for students. Mr. Morgan clarified that a percentage of the parking income will be applied toward subsidized bus passes and to improve and expand parking lots. Chairwoman Landa-McVicker questioned if these improvements would be included in the capital master plan. Mr. Morgan clarified that the assessment for the capital master plan has already been done but changes can be incorporated into the next phase. Trustee Cabildo asked if the district is encouraging carpooling. Mr. Morgan explained the commute trip reduction program that is used to encourage employees to use alternate modes of transportation. Trustee Bever asked how parking for advisory board members and guest speakers will be handled as well as the collection of parking fees for guests. Mr. Morgan shared that departments will be responsible for their guests. The colleges will need to determine how the fees for these individuals will be addressed. Trustee Cox shared his experience at obtaining guest parking permits at area universities and questioned the possibility of installing kiosks machines. Mr. Morgan stated that Kiosks are expensive to purchase and to install compared to meters. Ms. Riesenbergr shared that departments provide advisory committee members electronic parking passes. There are also signs posted around campus directing visitors to the nearest secretary for visitor guest passes.

It was moved by Trustee Cox and seconded that the Board of Trustees of Washington State Community Colleges District 17 establish a quarterly parking fee for CCS employees and students at \$20, except summer quarter which shall be \$10. The annual parking rate shall be \$70.

**No. 11-09; motion carried.**

## **2011-12 OPERATING BUDGET UPDATE FOR COMMUNITY COLLEGES OF SPOKANE**

Mr. Greg Stevens reported that the Senate and House remain in conference during a 30-day special session scheduled to end by May 25. The budget office has analyzed the two budget proposals and issued to the budget units within CCS with direction that they prepare 5, 7, and 9 percent budget reduction scenario. Units have done a great job and have had a lot of conversations throughout the organization. Mr. Stevens is confident that CCS will be ready to implement a plan once the number is identified. While both the Senate and House budgets differ, a 3 percent reduction in compensation for faculty and staff has remained consistent. As a result, CCS has held conversations with union leadership. A special Board meeting has been scheduled in June with the anticipation of being able to present the budget for review. In the absence of an approved budget, administration may ask the Board to extend authority to continue expenditures through July until the final budget is approved. Ms. Robbin Hansen, SFCC classified staff representative thanked Dr. Johnson for keeping campus informed.

## **WAC UPDATES**

Ms. Anne Tucker, Chief Public Information Officer, advised the Board of CCS' intent to add, amend, and/or appeal WACs in chapter 132Q. Preliminary language has been

drafted, is posted in the Board packet under Tab 6, and will be posted on the CCS website under the CCS Rule-Making Information tab. The first round of paperwork has been filed with the Office of the Code Reviser. Between now and June 3, text will be refined and submitted to the Code Reviser's office for proper formatting and filing, and will be published in the Washington State Register (WSR) issued July 20, for public review. The Board will hold a public hearing and approve the WACs in September so they will become affective fall quarter. The panel and their constituents were encouraged to review the language. The major categories include student records, health and safety, guest on campus, and smoking and tobacco use. In addition there were numerous clerical updates due to title and location changes. Dr. Johnson clarified that this information is being presented at this time to provide public notice but to also provide faculty the needed time to review the material before leaving for the summer.

### **AHE/WFSE REPORTS**

- a. Association for Higher Education: A report was not provided.
- b. Washington Federation of State Employees: Ms. Jo Lynne Sherman shared that Mr. Mike Lenker, CCS Human Resources Consultant, met with the Classified Staff Council and reviewed the layoff process as outlined in the contract. The meeting was well attended. Memorial markers are being placed on campus in honor of classified staff who have recently passed away. Chairwoman Landa-McVicker encouraged campus representative to forward event dates to Linda so they can be included on the Board calendar.

### **INSTITUTION REPORTS**

- a. Institute for Extended Learning: Mr. Brian Briggs, IEL faculty representative, shared that a two-part faculty/staff workshop will be held May 19 and 26, from 2 p.m. to 4:30 p.m. and will address the culture of poverty in the United States. The second issue of *The Mag*, a faculty/staff publication, will soon be available. Mr. Briggs represented the IEL at the National ABE to Credentials conference. He and Ms. Lou Dunham, SCC faculty member, presented CCS' model for rural online I-Best programming. While most states represented at the conference were just learning about I-Best, it was thrilling to know that CCS is on the forefront of the I-Best movement and is developing a more advanced online model. Trustee Cox shared that funding for Adult Basic Education (ABE) is still in the House and Senate budgets and asked if the ABE programming at Airway Heights Correctional Center is considered an I-Best program. Mr. Morgan clarified that ABE is not an I-Best program and provided information regarding the Department of Correction's policy for non-resident inmates taking English as a Second Language (ESL) courses. The IEL will continue offering the GED program at Airway Heights and will look at other programming options.

Ms. Dawn Chavez, IEL classified staff, shared that employees are anticipating graduation time and are transitioning students into appropriate programs for fall quarter. Staff will follow students throughout the transition process to ensure student success. Ms. Chavez also provided an update on the Republic Center and

shared that a Running Start Information Night event was held at the Center. The event was very successful and had several prospective students in attendance.

Mr. Morgan announced that Wayne Doty, Director of Capital Budget for the SBCTC, will be on visiting the Spokane campuses next week for the first time. Mr. Dunham will provide Mr. Doty a tour of the different facilities and answer any of his questions. Mr. Morgan emphasized that CCS is offering the first online I-Best program in the state, thanks in part to a grant from the State Board. The IEL and SCC have developed an interesting partnership where five slots in the SCC entrepreneurial program will be filled with students from the Colville Center. The IEL and SFCC are in partnership for the Achieving the Dream grant. Mr. Briggs is the lead faculty member on the project. Chairwoman Landa-McVicker shared that she attended the Entrepreneurial Expo event and discussed the diversity that was represented.

- b. Spokane Falls Community College: Ms. Praeger introduced Mr. Alec Stannard and shared that he has earned a 4.0 GPA, has been accepted into the honor society, and has been accepted to Gonzaga University. Mr. Stannard shared that over the last two years, student government has been educating themselves on the legislative issues and getting students engaged in civic activities. Most recently, student government planned a civics program with a political expo as the main event. Local representatives from political organizations were invited to attend the expo, students were registered to vote, and a panel discussion regarding election reform has held with Secretary of State Sam Reid in attendance. Mr. Stannard also attended the Student Voice Academy and addressed two platforms – smoking policy and the optimization of financial aid. Participants at the Academy identified five key issues and prepared a final white paper outlining these areas. The information was used as legislative talking points. Maria Delane, a Running Start student, is the new student government president-elect. She will be introduced at the next Board meeting. Technology fees are currently being reviewed, and S&A fees are being developed. Peer tutoring has been identified as an area that will receive S&A funding next year. Student government is also working on the Student Union Building remodel capital project. The new bowling alley and planetarium projects have been completed. Permanent space for a veterans' one-stop center is being identified. Over 85 people participated in the Earth Day campus cleanup event. Students also attended the March of Dimes event and are preparing for the Relay for Life. Student government has provided funding for students to attend the Project Degree conference in Philadelphia. Mr. Stannard has personally been going through an interview process for a fellowship program with a youth-centered political group. If accepted, Mr. Stannard will attend nine-weeks of political training. Once the training is completed, Mr. Stannard will return to SFCC to train new student government representatives. Student government staff is currently working on the strategic plan so it can be passed to the next group of student leaders.

Mr. George Suttle, SFCC faculty representative, reported that Ms. Marie Cole, faculty member in the Physical Therapist Assistant program, has been writing health and exercise-related articles for the *InHealthNW* Magazine. Several faculty members presented during last week's Teaching and Learning Conference in Spokane. The SFCC International Film Festival is currently taking place. The chamber choir is embarking on an in-state tour beginning tomorrow and ending Friday. For the fifth year, Teachers for Tomorrow is sponsoring the Chance to Shine event in collaboration with area high schools. This event helps prepare students with disabilities for the job market. Some faculty members are unhappy with the early retirement incentive program. Faculty also expressed concerns that they are seeing more students utilizing disability support services who are less prepared for the college environment and have needs beyond faculty capabilities. It was noted that faculty do not always feel supported by their deans when dealing with difficult students.

Ms. Praeger stated that campus administration is aware of the sentiment on campus and addressed the balance between the obligation and commitment to serve students and supporting faculty. Ms. Robbin Hansen, SFCC classified staff representative, shared that several classified staff have received advocate training to better support faculty, staff and students during these stressful economic times. The SFCC classified staff council is in the process of recruiting new leadership. One member from the current council will continue serving in order to help with the transition. Ms. Hansen thanked the Board for their support and service. She also discussed how students are helping the community through Service Learning activities.

Ms. Praeger mentioned that she recently met with representatives from the accrediting body for physical therapy. The last time the program was reviewed, it received a full nine-year accreditation. SFCC expects the same outcome this time. The demolition of Building 4 has been delayed for the "No Vacancy" art exhibit. Last year 65 Running Start students graduated with AA degree as well as their high school diploma. This year, 91 Running Start students are expected to graduate with AA degrees. Ms. Praeger thanked the Board for attending campus events and for their support. The PowWow/Native American graduation was noted as an incredible cultural experience. SCC and SFCC were named as two of 120 colleges throughout the United States to be eligible to apply for Aspen Institute funding. Ms. Carol Riesenberg, SCC Vice President of Learning, congratulated both SCC and SFCC for their selection and emphasized that of the four colleges in Washington State that were among the honored 120, two are in Spokane.

c. Spokane Community College:

Ms. Riesenberg stated that Mr. Jorge Guerrero, SCC student representative was not able to stay to report on the exciting things the students are doing on campus, but mentioned how impressed she is with the student government leadership and their work on behalf of the college.

Ms. Angela Wisner, SCC faculty representative, shared that faculty reviewed the legislative budgets and contacted their representatives to ensure their voices were heard in the process. Ms. Wisner also expressed how proud she is of the Board and thanked them for all they do. Faculty are faced with more class cuts for summer and fall quarter and are concerned that programs will not recover. Ms. Wisner stressed that reductions should be handled very carefully and that class caps should be set realistically when addressing excess enrollment. Faculty are busy serving on search committees, finishing grants, doing presentations, researching, and publishing. Dr. Bob Zellner, author, civil rights activist, and Freedom Rider, was on campus last week for the Human Rights event. An overview of the event was provided. Six students from the Student Awareness League were invited to stay with Dr. Zellner and to participate in the filming of his life's story.

Ms. Riesenbergh discussed upcoming events. Sixty new members were inducted in the Phi Theta Kappa Chapter on May 12, bringing the total membership to 150. There will be a total of 1,310 years' of service represented during the May 27, Years of Service and Retirement event. A total of 1700 students have petitioned to graduate this spring.

### **CHANCELLOR REPORT**

Dr. Johnson mentioned that the African American, Hispanic, and Native American graduation ceremonies were exceptional celebrations. Ms. Wisner was commended for the outstanding Communication Conference. Dr. Johnson mentioned that the time she spent with the Allied Health faculty was very meaningful. She also spent time with the student services personnel at SFCC and acknowledged their work on improving the processes for students. Dr. Johnson also traveled to Newport to meet with faculty and staff. Dr. Johnson commended the district staff for their work on the strategic plan and the Chief Financial Officer search. Three candidates have been interviewed so far with a fourth person scheduled later this week.

Dr. Johnson clarified that no one knew what the state budget would be for the year, but it was worse than expected. Some employees decided early in the year to retire. These early notifications of retirement were accepted. While many institutions across the state have laid off faculty and staff, CCS will use 1 percent of the reserves to save jobs. CCS took some of the reserves to offer targeted incentives for retirements. It is not intended to be an entitlement but a budget-cutting, job-saving move. Some of the employees who retired early felt they should also be offered the incentive. For the record, it was clarified that these incentives were intended to cut the budget. If there is not a way to reduce personnel, both faculty and classified employees, layoffs will be required. Early retirement incentives were never planned as an entitlement for everyone wanting to retire but to entice those who might not otherwise consider retirement. Dr. Johnson publicly thanked the Board for giving CCS the latitude to use reserve funds, which is not required nor expected. CCS has done everything possible to prevent layoffs and to preserve jobs. Chairwoman Landa-McVicker shared that one college has cut six programs, some colleges have made changes in attrition, while others have laid off between 23-30 faculty and staff members. Trustee Cox asked how

many people retired early and how many used the incentive. Mr. Stevens shared that there is an agreement in the Master Contract that faculty would alert the district by November of their intent to leave at the end of spring quarter. This process is called an early notice incentive and provides the colleges the necessary time to make arrangements. Faculty members taking this incentive receive \$6,000 at the time of separation. The incentive currently being offered is a voluntary separation. Individuals taking advantage of this incentive receive \$25,000. Positions vacated through this process are permanently eliminated.

## **BOARD REPORT**

- Trustee Cox recently had a conversation with area superintendents and discussed the struggles of the K-12 system, especially those in the small rural communities, are facing.
- Trustee Cabildo thanked Dr. Johnson and the Board members for attending the Martin Luther King outreach fundraising event. It was a great opportunity to meet other community leaders. Trustee Cabildo confirmed with Trustee Bever that the national unemployment rate is 10.2, which has a devastating affect on our country as a whole. The Spokane Tribe suffers from 50 percent unemployment rate. The council is working hard at reversing the situation and is developing different services and programs to boost employment opportunities. When looking at what is happening in the Spokane area, it is important that CCS considers some of the issues that are being addressed by the Spokane Tribe. It is also an opportunity for CCS to partner with them to address some of their needs. Dr. Johnson will follow up on outreach opportunities. Chairwoman Landa-McVicker shared that CCS received a lead on a three-year scholarship grant for Native American students through Native Relief. It was recommended that the needs of the growing Hispanic population also be considered.
- Trustee Bever thanked Dr. Johnson for her comments during the Hispanic graduation and mentioned how much he enjoyed meeting the students and their families. Trustee Bever attended the SCC Years of Service event and the SFCC Music Building dedication. He also acknowledged the CCS staff for the work they do on behalf of the students.
- Chairwoman Carol Landa-McVicker shared that graduations are scheduled. Board members were asked to notify Linda Graham of any scheduling conflicts. Regalia have been ordered, and Linda Graham will notify the Board as soon they arrive. Chairwoman Landa-McVicker thanked Ms. Moore and Ms. Brown for attending the meeting and for their report.

## **EXECUTIVE SESSION**

An executive session was not held.

## **ADJOURNMENT**

Meeting was adjourned at 12:30 p.m.