

Minutes of the Board of Trustees Meeting
Washington State Community College District 17
Regular Meeting
November 14, 2012 – 8:30 a.m.
Institute for Extended Learning Lodge Building
3305 W. Fort George Wright Drive; Spokane, WA

Present: Greg Bever, Ben Cabildo, Ed Morgan, Bridget Piper. Also in attendance were Christine Johnson, Scott Morgan, Jim Minkler, Nancy Fair-Szofran, Greg Stevens, Anne Tucker, Maureen McGuire, Carla Naccarato-Sinclair, George Suttle, Angela Wizner, Wendy Irish, Kate Lyons-Holestine, Melody Verdugo, Sarah Stiffler, Linda Graham (recorder)

Guests: Bonnie Brunt, Dennis Dunham, Rosi Guerrero, Arlen Harris, Tony Higley, Lisa Hjaltalin, John Huffstutter, Rana Mahmood, Jackson Marchant, William Marlow, Jennie Oliver, Chris Romer

CELEBRATING SUCCESS

Dr. Jim Minkler, vice president of learning at Spokane Falls Community College (SFCC), introduced Dr. Glen Cosby, dean of humanities and academic initiatives, who provided a brief overview of the presentation and introduced two SFCC drama students – Ms. Jennie Oliver and Mr. Jackson Marchant. Ms. Oliver and Mr. Marchant performed a scene from *Hamlet* in their roles as Ophelia and Hamlet. Mr. William (Bill) Marlow, SFCC music, drama, and recording arts instructor, provided historical information and current statistical data on the drama program

Chairman Bever thanked the students for their performance. Trustee Bridget Piper noted that students participating in drama learn time management, focus, creativity, and determination. Trustee Ed Morgan congratulated Mr. Marlow for his work in revitalizing the SFCC drama program.

Ms. Bonnie Brunt, SFCC dean of visual and performing arts, continued the presentation by introducing Dr. Rosie Guerrero, SFCC music instructor. Dr. Guerrero provided background information on Mr. Rana Mahmood, an SFCC music student, and showed a video of Mr. Mahmood performing Robert Schumann's *Aufschwung* ("soaring") from *Fantasiestück*, op. 73. Mr. Mahmood was recognized in the audience.

Chairman Bever noted the physical and financial obstacles Mr. Mahmood have overcome and how faculty are able to recognize and develop student talent. Trustee Cabildo encouraged Mr. Mahmood to discuss his academic achievement with a Division of Vocational Rehabilitation (DVR) case worker. Dr. Christine Johnson expressed appreciation to faculty for inspiring students and for developing gifts, talents and abilities. Congratulations were extended.

CALL TO ORDER, PLEDGE OF ALLEGIANCE AND ROLL CALL

The Board of Trustees of Washington State Community College District 17 held a regular meeting in the Institute for Extended Learning, on Wednesday, November 14, 2012. Chairman Greg Bever called the meeting to order at 9:03 a.m., followed by the Pledge of Allegiance and roll call.

INTRODUCTIONS AND OPEN MICROPHONE

No one asked to speak.

APPROVAL OF MINUTES

Trustee Ed Morgan moved, and it was seconded, that the minutes from the October 16, 2012, regular meeting be approved as presented.

No. 12-31; motion carried.

WA Lottery's Contributions to Education

Mr. Arlen Harris, Washington's Lottery communication director, showed a PowerPoint presentation highlighting the history of the Washington lottery, demographics of those who play the lottery, distribution of funds, benefits for the community, contributions to education and to Community Colleges of Spokane (CCS). It was noted that the lottery is providing roughly \$2 million in need grant tuition support for CCS students in the 2012-13 academic year. A brief video on the current marketing plan was played

Chairman Bever thanked Mr. Harris for the presentation and expressed appreciation to Washington Lottery for supporting education. Trustee Morgan thanked Mr. Harris for the informative report on the impact Washington Lottery has on the community.

STATUS REPORTS

Capital Projects in Progress

Mr. Dennis Dunham, district director of facilities, shared that roofing and heating, ventilation, and air conditioning (HVAC) projects and are complete. The new classroom building project on the SFCC campus is over 36 percent complete and is ahead of schedule. The design phase of the joint Spokane Community College (SCC)/Institute of Extended Learning (IEL) building project is almost complete. The Early Learning Center building project is in final negotiations.

Head Start

On behalf of Ms. Patty Allen, district director of Head Start/ECEAP/Early Head Start (HS/ECEAP/EHS), Ms. Debbie Dolan, director of operations of HS/ECEAP/EHS, provided an overview of Tab 3b, Attachment i, and highlighted enrollment and waitlists, Representative Cathy McMorris Rodgers' recent visit, 2012-13 federal appropriations and possible sequestration, and the program information report.

Chairman Bever noted the work being done by Senator Patty Murray and others to prevent fiscal sequestration. Trustee Morgan questioned the timeline for the non-

competitive five-year grant. Ms. Dolan noted that the request for consideration needs to be submitted by January 1, 2013. Determination of eligibility requires a successful triennial review during 2013-14.

Budget and Expenditure

Mr. John Huffstutter, district director of budget and administrative services, reported that expenditures are on target for the fiscal year.

Administrative Procedures

Ms. Anne Tucker, public information officer, reviewed changes to CCS Administrative Procedure 2.30.05-R, Emergency Communications. Chairman Bever noted that the chancellor informs the Board of any emergencies. Trustee Piper questioned if emergency communications methods are tested. Ms. Tucker clarified that tests are done quarterly and encouraged people to sign up to receive text message and e-mail alerts through the CCS Alerts system.

TACTC Transforming Lives Award Selection

Dr. Christine Johnson, chancellor for Community Colleges of Spokane, shared that each college will be soliciting and recommending students for the Trustees Association for Community and Technical Colleges (TACTC) Transforming Lives: Building America Awards. Recommendations will be forwarded to the Board for final selection in December. Criteria and background information is provided in Tab 4.

Chairman Bever expressed the importance of recognizing student accomplishments and letting legislators know the important role community colleges have in our society. Since the needs of employers are often not heard at the state level, Chairman Bever plans to start a new TACTC initiative designed to create advisory committees comprised of workforce employers that will help advocate and promote community colleges and their programs. Ms. Naccarato-Sinclair, faculty member and union president, indicated that members of CCS advisory committees often felt disenfranchised in the past. New college administrators are addressing the issue. Faculty are aware that advisory committee members are advocates and help with student employment.

CCS Student Data

Mark Macias showed a PowerPoint presentation (Tab 5, Attachment i) highlighting enrollment trends, demographics and outcomes of CCS Running Start students relative to Running Start students across the state. Trustee Piper noted that students of color do not appear to be using the Running Start program and asked who is reaching out to this population. Dr. Minkler reported that SFCC noticed the trend and started the early college high school initiative several years ago to increase the number of underrepresented students in the Running Start Program. Classes are currently being offered at Antioch, Havermale High School, and the Emmanuel Center.

Dr. Johnson shared that Ms. Lori Hunt, district outreach coordinator, has visited reservations and the confederate tribes and is coordinating with local high school counselors. Spokane Public Schools (SPS) is working with CCS on career technical dual enrollment opportunities. A tour of the SPS skills center has been conducted, and meetings have been held. Skill Center students will be given the opportunity to tour the SCC technical education programs and operating equipment.

Trustee Morgan questioned how CCS could better connect with its K-12 partners. Mr. Macias indicated that CCS has a good working relationship with its K-12 partners. A district outreach group visits area high schools, and running start coordinators meet with high school counselors regularly. Mr. Scott Morgan, SCC/IEL President/CEO reported that the Running Start program is very popular in the rural communities. Dr. Nancy Fair-Szofran, CCS provost, shared that CCS recently hosted 45 Running Start coordinators where enrollment, demographics and outcome data were reviewed. Strategies for student success were discussed. Ms. Naccarato-Sinclair questioned if advance placement programs (AP) were discussed and noted that some high schools, due to the loss of funding, are promoting AP rather than Running Start. It was recommended that parents and high school counselors be educated on the value of the Running Start program. The Student Achievement Council may want to include this topic in its strategic plan since the program benefits the citizens of Washington State.

Chairman Bever asked that this topic be readdressed at a future meeting. It was noted that data reports have been provided throughout the year. An overview of what has been gleaned and what has been done as a result of the data will be provided in January or February 2013.

REVIEW OF 21ST CENTURY COMMISSION ON THE FUTURE OF COMMUNITY COLLEGES REPORT

Dr. Johnson showed a PowerPoint presentation summarizing the 21st-Century Commission on the Future of Community Colleges Report. The three key principles – redesign students' educational experiences, reinvent institutional roles, and reset the system to create incentives for student and institutional success – were reviewed, and recommendations for each were discussed. Implemental strategies were included in the presentation.

Trustee Morgan thanked Dr. Johnson for her participation on the national commission and for providing a bold and comprehensive report. Trustee Cabildo asked what mechanism CCS will use to implement the strategies outlined in the report and how people outside CCS can participate in the process. Dr. Johnson clarified that the strategic plan is the mechanism for implementing strategies and that it was the CCS focus on student success and the CCS strategic plan that brought attention to Spokane as having best practices. Dr. Johnson expressed progress CCS has made to substantially redesign our district.

It was noted that federal administration endorses the report and that Dr. Johnson has been asked to share this information at the state level. Trustee Piper expressed pride for Dr. Johnson being selected to participate on the national 21st-Century Commission and questioned how this report will impact community colleges in western Washington as state-wide efficiencies are being considered. Dr. Johnson clarified that colleges will make local decisions on structure and implementation strategies and will continue to collaborate with other institutions.

Chairman Bever thanked Dr. Johnson for the report and noted that it reflects the CCS strategic plan.

BREAK

The meeting recessed at 10:25 a.m. and reconvened at 10:37 a.m.

AMERICAN HONORS COLLEGE DIFFERENTIAL TUITION PROPOSAL

Dr. Johnson introduced Mr. Chris Romer, president of American Honors College (AHC), who showed a PowerPoint presentation (Tab 7, Attachment i) highlighting the American Honors (AH) fall 2012 pilot class, satisfaction rates for the AH platform, transfer options, four-year conversations, four-year articulation/pathway and student acceptance targets, transfer relationships, regional tuition comparisons, and proposed 2013-14 pricing. It was noted that the rates are sustainable and affordable for Pell-eligible students. American Honors College will help increase college enrollment at CCS.

Trustee Piper stated that this leading-edge program is a terrific option for CCS. Trustee Morgan noted that the concept agrees with the 21st-Commission report. Chairman Bever stressed that the cost for the AH program should not create exclusivity and prevent low income and students of color from participating.

Ms. Naccarato-Sinclair noted that some faculty expressed concerns about the proposed tuition rate; however, it was clarified that CCS currently has differential tuition and self-support programs due to the lack of state funding. Students in AH will benefit from the program – especially when comparing tuition rates with four-year institutions.

Chairman Bever expressed excitement to be a part of this program and that the Board is comfortable with the direction being taken. Formal action on this item will be considered during the December 18, meeting. Chairman Bever stated that education needs to be on the edge of innovation in order to meet the demands of employers and the nation.

Dr. Johnson thanked everyone involved and indicated that community colleges, school districts and international students are expressing an interest in the program. The program is scheduled to be fully operational fall 2013. Faculty are working hard to develop courses. Maureen McGuire, assistant attorney general, Dr. Fair-Szofran, Mr.

Keith Foster, chief financial officer, Dr. Lisa Avery, dean of global education and American Honors, were acknowledged.

FOUNDATION UPDATE AND 2013 ANNUAL CAMPAIGN APPEAL

Mr. Tony Higley, executive director of CCS foundation, showed a Prezi presentation (Tab 8, Attachment i) highlighting the status of foundation initiatives supporting the CCS strategic plan. In addition, special events, technology updates, donations, Trustee Scholarship transactions, and current needs were discussed.

Trustee Piper thanked Mr. Higley for making personal contact with donors. Foundation events will be added to the Board’s calendar. People were encouraged to support the Foundation as able.

Ms. Naccarato-Sinclair asked about the status of the Touch the Future House project. Mr. Higley shared that alternative fund raising methods are being considered. Mr. Higley noted the need of a contracting program.

REGULAR BOARD OF TRUSTEES MEETING SCHEDULE FOR CALENDAR YEAR 2013

The 2013 meeting schedule was reviewed and approved.

No. 12-32; motion carried

ELECTION OF OFFICERS AND COMMITTEE ASSIGNMENTS FOR 2013

Chairman Bever moved, and it was seconded, that Trustee Bridget Piper be nominated as Chair for the Board of Trustees and Trustee Ed Morgan as the Vice-Chair effective January 1, 2013.

No. 12-33; motion carried.

The following committee assignments were established for 2013:

CCS District Equity Council	Primary: Ben Cabildo Secondary: Carol Landa-McVicker
CCS District Finance and Legislative Advisory Committee Representative(s)	Primary: Greg Bever Secondary: Carol Landa-McVicker
CCS Foundation Board Representative(s)	Primary: Bridget Piper Secondary: Ed Morgan
CCS Head Start Policy Council Representative(s)	Primary: Carol Landa-McVicker Secondary: Ben Cabildo
CCS Tenure Review Subcommittee	Primary: Ed Morgan Secondary: N/A
CCS Trustee Scholarship Selection Subcommittee	Primary: Greg Bever Secondary:
TACTC Board of Directors Representatives:	Primary: Greg Bever Secondary:

TACTC Legislative Steering Committee Representatives	Primary: Greg Bever Secondary: Carol Landa-McVicker
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AHE/WFSE REPORTS

Association for Higher Education

Ms. Naccarato-Sinclair shared that state budget information is pending, and the state efficiency report is being finalized. The Washington Student Achievement Council solicited items to be incorporated in its strategic plan. The Council will process the information and establish committees.

Washington Federation of State Employees

Ms. Wendy Irish, Washington Federation of State Employees (WFSE) representative, shared that health care negotiations are currently taking place. The union is also working with the human resource department to offer supervisor training. Ms. Teresa Sheehan has been elected shop steward for the Head Start program.

INSTITUTION REPORTS

Institution for Extended Learning

Ms. Sarah Stiffler, classified staff representative, reported that employees recently met with a fatherhood support group and peer mentors to discuss educational options and answer questions. The IEL, in partnership with SCC, is meeting with WorkSource staff and holding workshops for unemployment sector clients. WorkFirst coordinators are expanding their roles and are now screening students to identify eligible support services and funding options. The IEL will be holding its annual soup fundraiser in conjunction with the Combined Fund Drive parade of gift baskets.

Mr. Morgan stated that the IEL will be holding its progressive soup lunch tomorrow from 11:30 a.m. to 1 p.m. Professional clothing donations are wanted for the upcoming Career Gear Fashion Show.

Ms. Naccarato-Sinclair shared that Mr. Brian Briggs recently resigned as the IEL faculty representative to the Board. A new representative will be identified.

Spokane Falls Community College

Ms. Melody Verdugo, SFCC classified staff representative, reported that SFCC recently opened its café. The planetarium will be holding a student show during the lunch hour on November 28.

Mr. George Suttle, faculty representative, shared that new students are often not prepared for college so the first quarter of the academic year can be frustrating for faculty. Mr. Suttle shared some of his employment background, announced that this would be his last Board meeting, and expressed high regard for the Board.

Dr. Minkler shared that a Transitions in Math Symposium was held on November 6, and drew approximately 80 people – including representatives from the State Board for

Community and Technical Colleges (SBCTC) and the Office of Superintendent of Public Instruction. Common core standards and college readiness were key agenda items. The Gateway to College program is showing great promise as interest in the program is growing throughout the region. A state-wide meeting on prior learning assessment will be held on November 2. Spokane Falls Community College is looking at concurrent enrollment opportunities and is focusing on college in the high schools. Dr. Jim Brady, dean of computing, math and science, is serving on a taskforce addressing math direct transfer agreements. The SFCC holiday gala is scheduled for December 7, at 2:30 p.m.

Spokane Community College

Ms. Naccarato-Sinclair shared on behalf of Ms. Angela Wizner, faculty representative, that Mr. Morgan held a college forum to discuss the SCC/IEL transition. Faculty are looking forward to the ongoing process. Students have been very involved in local, state and national elections. Spokane Community College is working with community partners on Holiday projects such as the House of Charity dinner. The Affinity Network project is increasing faculty communication and collaboration across school districts.

Ms. Kate Lyons-Holestine, classified staff representative, invited the board to participate in SCC's annual plant sale and the classified staff's Sees chocolate sale. The annual craft fair will be held on the SCC campus December 1.

Mr. Morgan reported that the SCC Student Awareness League and Student Success and Career Services Department will be holding a human trafficking forum tomorrow. Bob Rosner, best-selling author and workplace expert, will be holding workshops at SCC designed to help people get and retain employment and to network. This event is being co-sponsored with Western Governors University. The SCC holiday event is scheduled for December 6, at 2:30 p.m. The nursing graduation will be held on December 14, at 2:30 p.m. in the SFCC Music building. The campus is working hard preparing for the October 2013 accreditation visit.

CHANCELLOR REPORT

Dr. Johnson reported that she will be hosting 60-minute conversations to answer employee questions and to provide information regarding the SCC/IEL consolidation. In order to obtain employee input on the leadership consolidation. A district-wide taskforce will be named by Dr. Johnson.

BOARD REPORT

Trustee Cabildo thanked Dr. Johnson and the presidents for leading the equity council. Chairman Bever indicated the need to remain active in the legislative process. He also thanked employees for their work and expressed his pride for being associated with CCS.

EXECUTIVE SESSION

The Board convened in Executive Session under RCW 42.30.110(1) at 12:05 p.m. to review negotiations on the performance of publicly bid contracts and to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. The Executive Session ended at 12:25 p.m. with the regular meeting reconvened. No formal action was taken.

ADJOURNMENT

Being no further business, the meeting was adjourned at 12:25 p.m.