

**South Puget Sound Community College  
BOARD OF TRUSTEES  
REGULAR MEETING  
MINUTES  
Tuesday, January 13, 2015  
Building # 28 – Boardroom  
South Puget Sound Community College  
2011 Mottman Road, S.W.  
Olympia, WA 98512-6292**

**REGULAR MEETING****CALL TO ORDER**

Board Chair Judy Hartmann called the meeting to order at 2:19 p.m.

**ROLL CALL**

Trustee Judy Hartmann, Trustee Leonor Fuller, Trustee Brian Vance, Trustee Judy Blinn, and Trustee Barbara Clarkson were present. Assistant Attorney General (AAG) Jean Wilkinson was present.

**STUDY SESSION**

Nicholas Lutes, Operating Budget Director for the State Board for Community and Technical Colleges (SBCTC), presented the proposed new Allocation Model for the CTC System. He reviewed the following:

- Allocation problems identified for correction in the new model
- Steps in the new model:
  1. Set Gross Funding Level
  2. Identify Share for Student Achievement Initiative
  3. Set aside Minimum Operating Allowance
  4. Set district enrollment target
  5. Determine weighted enrollment share
  6. Compile district allocation

He said that the proposed new model will eventually be presented to the SBCTC's Board for approval. Before full implementation, the State Board may have to run a parallel model during the learning phase.

**BREAK** 3:10-3:15 p.m.

**APPROVAL OF CONSENT AGENDA**

It was moved by Trustee Blinn, seconded by Trustee Vance and carried **THAT THE**

**FOLLOWING CONSENT AGENDA ITEMS BE APPROVED AS PRESENTED:****A. ADOPTION OF MINUTES**

- December 9, 2014, regular board meeting
- December 9, 2014, special board meeting
- December 18, 2014, special board meeting

**B. MEETINGS AND CONFERENCES**

- TACTC 2015 Winter Conference, January 28-29, 2015, Olympia

**C. ANNOUNCEMENT****D. DATE OF THE NEXT BOARD MEETING**

Regular Meeting

February 10, 2015

3:00-4:30 p.m.

Building # 28 - Boardroom

South Puget Sound Community College

2011 Mottman Road, S.W.

Olympia, WA 98512-6292

**SPECIAL INTRODUCTIONS**

## Recognition of College Foundation President

The Board of Trustees recognized Ellen Middleton for serving as College Foundation Board President from January-December 2014. On behalf of the Board of Trustees, Trustee Clarkson read Board of Trustees Resolution 15-01 to commemorate Ellen Middleton's outstanding service to the College and the College Foundation, and to thank her for her generosity, leadership, and tireless efforts.

It was moved by Trustee Fuller and seconded by Trustee Blinn, **TO ADOPT RESOLUTION 15-01 AS PRESENTED, ACKNOWLEDGING ELLEN MIDDLETON'S OUTSTANDING SERVICE TO SOUTH PUGET SOUND COMMUNITY COLLEGE AND THE COLLEGE FOUNDATION. MOTION CARRIES.**

## Recognition of Student Nominee

(Trustees Association for Community and Technical Colleges) TACTC's Transforming Lives Awards are given to students who have overcome significant barriers in achieving their educational goals. Each college board nominates a student. The Board of Trustees recognized student Toni Morrow as SPSCC's nominee for the TACTC's Transforming Lives Award. Board Chair Hartmann presented Toni with a \$100 SPSCC Bookstore gift card.

It was moved by Trustee Blinn and seconded by Trustee Fuller, **TO APPROVE THE NOMINATION OF TONI MORROW FOR THE 2015 TACTC TRANSFORMING LIVES AWARD. MOTION CARRIES.**

**COMMENTS FROM THE AUDIENCE** None.

**BOARD SPECIAL COMMITTEE LIAISON REPORTS**

- Board of Directors, SPSCC Foundation – Trustee Clarkson reported the following:
  - The Foundation Board Retreat was on January 12, 2015. They introduced eight new Foundation Board members, worked on strategies for 2015, and discussed suggestions to support the Foundation, to increase diversity on campus, and to increase funding and grant possibilities.
  - The Martin Luther King, Jr. Banquet is on January 17, with Ernest Green of the Little Rock Nine as the keynote speaker. The Thurston Group of Washington State has transitioned this event to the college this year to have a sustained effort and bring in national speakers as part of the Artist and Lecture Series.
  
- Budget and Finance – (Quarterly Reports: September, February, May). No report, but it was noted that the Board Finance Committee that includes Chair Hartmann; Trustee Vance; Vice President for Administrative Services Al Brown; and Dr. Stokes, met this month, and a detailed report was provided during the Budget and Finance section of the board agenda.
  
- Policy Governance and Trends in Higher Education – Trustee Blinn reported the following:
  - President Obama's America's College Promise proposal for making two years of community college free for students, regardless of their income, as long as they make good progress towards earning a degree and maintaining a 2.5 Grade Point Average. State Board Executive Director Marty Brown indicated that in Washington State, "this would be a huge boost to our students and Washington's economy, and nationally, it would go a long way towards rebuilding the American dream of opportunity and upward mobility."
  - Nationally, lawmakers continue to look for ways to measure student outcomes. Their framework breaks down student outcomes into Personal and Public impacts on the economy: Personal: Earnings, Employability, Student debt, Engagement in Volunteerism, Career advancement, Career satisfaction. Public: Tax base, Employability, Reliance on social support/services, Charitable donations, Engagement in volunteerism, Voting participation.
  
- TACTC Legislative Action Committee (LAC) – Trustee Fuller reported the following:
  - The TACTC 2015 Winter Legislative Contact Conference will be on January 28-29, 2015 in Olympia. This annual event is held this time of year to provide information about major issues affecting higher education policy and financing and to prepare trustees for meetings with legislators.
  - In past years, the Board had annual joint legislative dinners with Centralia College's president and board and legislators from the 20<sup>th</sup> and 22<sup>nd</sup> districts. This year, the Board launched a new model, scheduling it before

the legislative session, and inviting legislators from the 2<sup>nd</sup>, 22<sup>nd</sup>, and 35<sup>th</sup> districts, presidents of local four-year institutions, SBCTC and WSAC Executive Directors, Executive Team, and two student leaders. It was a successful event, at which they presented to the legislators a united message on the need to invest in higher education. Attendees included: Board of Trustees; President Stokes; Dr. Roy Heynderickx, St. Martin's University President; Marty Brown, Executive Director of the SBCTC; Vice President for Instruction Dr. Michelle Andreas; Vice President for Student Services Dr. Rhonda Coats; Vice President for Administrative Services Al Brown; Zak Hussain, ASB President; Dominique Thompson, Student Senator for Legislative Affairs; and Legislators: Sen. Karen Fraser and Rep. Chris Reykdal, District 22; Rep. Graham Hunt and Rep. J.T. Wilcox, District 2; and Rep. Dan Griffey, District 35.

- TACTC Education Committee – Board Chair Judy Hartmann reported that the Education Committee will soon be planning the TACTC 2015 Spring Conference, and that trustees should let her know if they have topics/items for the Conference.

#### REPORT FROM THE COLLEGE PRESIDENT

- Dr. Stokes introduced Jennifer Manley, Dean of Student Engagement and Retention effective January 1, 2015.
- Dr. Stokes called on Saud (Zak) Hussain, ASB President who provided the following Student Senate report:
  - They established a committee to investigate building a fitness center on campus.
  - They started planning for the Student Legislative Rally at the Capitol.
  - Three clubs that have been suspended will be re-instated after the next Senate meeting.
  - The S&A Budget Committee process will start the third week of winter quarter.
  - Upcoming activities: Open House on January 15; Rally at the Capitol on February 5; and Club Fair on February 5.
- On behalf of Dr. Kevin Asman, Humanities Professor and Faculty Union President, Vice President of Faculty Union Annamary Fitzgerald, reported the following:
  - They have entered phase 2 of three in their negotiations for the next contract cycle. This has been a dramatic improvement over prior negotiations.
  - Seattle Community Colleges' professional staff just unionized and are negotiating their first contract.
  - The Union just heard that WACTC has elected not to craft joint language for this legislative session to address the salary stagnation. While AFT recognizes their concerns with the Governor's budget and issues around where that money will come from, they want the legislative change to go

forward and not get delayed again. Dr. Stokes noted that the Governor has changed the parameters for salary increases for employees—35% paid out of local tuition, which is a significant change in state policy. The concern is having this conversation at a time when policy is changing.

- Dr. Stokes thanked and recognized Annamary for her leadership and work with the HS 21+ program, an alternative to GED test that is competency-based and allows students' prior learning and prior life experiences to count toward high school credit so that they can earn their diploma and qualify for federal financial aid to continue their education.
- Dr. Stokes reported the following:
  - Enrollment Report as of January 13, 2015: 4167.8 FTE and 5861 Headcount. College enrollment is up 2.4% over last winter.
  - Kellie Braseth, Dean of College Relations, has been selected as a member of The Olympian's 2015 Board of Contributors.
  - He showed slides of the Advanced Manufacturing Technology program that opened at the Lacey Campus winter quarter 2015 with eleven students. Student recruitment to the program can now begin.
  - He noted other information located in the board binder:
    - President's Outreach and Advocacy Activities
    - Personnel Update
    - College-related Press Clippings

## INFORMATIVE REPORT

### Strategic Plan—Core Theme #2

Dr. Michelle Andreas, Vice President for Instruction, presented the following information on Core Theme #2: Inspire Teaching and Learning Excellence:

- Objective: 2.A. Faculty Development
  - Indicator: Exceptional Faculty Endowment
    - 2011-12 (8.5%); 2012-13 (21.5%); 2013-14 (25.8%)
  - Indicator: Faculty Participation Rate in Professional Development
    - 2011-12 (29.8%); 2012-13 (30.1%); 2013-14 (37.6%); 2014-15 (35.5%)
- Objective: 2.B. CCSSE: College Wide Abilities
  - Indicator: CCSSE: College Wide Abilities
    - 2005 (46.4%); 2008 (46.7%); 2011 (52.6%); 2014 (53.4%)
  - Indicator: CCSSE: Active and Collaborative Learning 2014 (51.9%)  
Academic Challenge 2014 (51.3%)  
Student Faculty Interaction 2014 (47.3%)
  - Indicator: Faculty Participation in Professional Development Opportunities at the Teaching and Learning Center 2013-14 (average: 24)

Strategies for improvement include:

- Align faculty development funds with core themes, strategic plan, and operational planning goals.

- Enhance professional development for faculty on teaching and learning: all faculty in-service, faculty commons workshops, e-Learning workshop information literacy initiative, open education resources efforts, and national conference attendance.
- Recognize and reward innovative teaching and learning ideas.
- Institutionalize AVID (and other high-engagement strategies for learning) across the college.

**POLICY** No Report.

## **BUILDINGS AND GROUNDS**

Dr. Stokes noted that displayed on the table in the Boardroom was the actual drawing for the renovation of downstairs and upstairs of Building 25 and the color scheme to be used.

## **BUDGET AND FINANCE**

### 2014-15 Budget Revision

Vice President for Administrative Services Al Brown presented the revisions to the 2014-15 Budget for board adoption. He reviewed the summary of the proposed budget revisions, items that they are proposing to both the revenue and the expense side of the budgets to bring them more in line with the projections for the year. Both revenue and expense are increasing by \$ 1.5 million. Revenue: Tuition & Fees, Running Start, State Allocation and Community Education. From the revenue side, there are gains from tuition (350,000), Running Start (818,000), and state allocation (288,000). Expenses: Instruction, Primary Academic Support, Library Services, Student Services, Institutional Support, Plant Operations, Equipment Pool.

Trustee Vance noted that the Board Finance Committee, which includes Chair Hartmann; Trustee Vance; Vice President for Administrative Services Al Brown; and Dr. Stokes, discussed these revisions in December, and is comfortable with the revisions.

It was moved by Trustee Vance and seconded by Trustee Blinn, **TO ADOPT THE BUDGET REVISIONS TO THE 2014-15 BUDGET AS PRESENTED IN TAB 3. MOTION CARRIES.**

### Resolution 15-02: Investment in the LGIP

The College is currently using the Local Government Investment Pool (LGIP) through the State of Washington's Office of the Treasurer. Due to the State Treasurer's recent revision of Washington Administrative Codes (WACs) and creation of a Prospectus, the LGIP is requiring all participants to approve a resolution.

After the Board's discussion and consideration of Resolution 15-02, it was moved by Trustee Vance and seconded by Trustee Blinn, **TO ADOPT RESOLUTION 15-02:**

INVESTMENT IN THE LOCAL GOVERNMENT INVESTMENT POOL (LGIP), AS PRESENTED IN TAB 4. MOTION CARRIES.

COMMENTS FROM INDIVIDUAL MEMBERS OF THE BOARD OF TRUSTEES None.

EXECUTIVE SESSION None.

ADJOURNMENT 4:38 p.m.

  
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JUDY HARTMANN, BOARD CHAIR  
SOUTH PUGET SOUND COMMUNITY COLLEGE

  
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TIMOTHY STOKES, SECRETARY  
SOUTH PUGET SOUND COMMUNITY COLLEGE