

**South Puget Sound Community College  
BOARD OF TRUSTEES  
REGULAR MEETING  
AGENDA**

**Tuesday, February 10, 2015  
Building # 28 – Boardroom  
South Puget Sound Community College  
2011 Mottman Road, S.W.  
Olympia, WA 98512-6292**

If you require special accommodations during your attendance at the Board meeting, please contact Diana Toledo at 596-5206 one day before the scheduled meeting.

**REGULAR MEETING**

- 1. CALL TO ORDER**
- 2. ROLL CALL**

**EXECUTIVE SESSION – 2:00-2:45 P.M.**

Under RCW 42.30.110, an executive session will be held for the purpose of considering matters affecting national security; to consider selection of a site or the acquisition of real estate; to consider the minimum price at which real estate will be offered for sale or lease; to review negotiations on the performance of publicly bid contracts; to receive and evaluate complaints or charges brought against a public officer or employee; to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee; to discuss with legal counsel agency enforcement actions or litigation or potential litigation; to plan or adopt the strategy or position to be taken in collective bargaining, negotiations, grievances, or mediation (RCW 42.30.140(4)(a)).

**The Board is going into Executive Session:** to review the performance of public employees (RCW 42.30.110(1)(g)).

**BREAK – 2:45-3:00 P.M.**

**RECONVENE REGULAR MEETING – 3:00-4:30 P.M.**

**3. APPROVAL OF CONSENT AGENDA:**

**A. ADOPTION OF MINUTES**

**(TAB 1)**

- January 13, 2015, regular board meeting

**B. MEETINGS AND CONFERENCES**

**C. ANNOUNCEMENT**

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

Regular Meeting  
March 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

**4. SPECIAL INTRODUCTIONS**

**5. COMMENTS FROM THE AUDIENCE**

**6. BOARD SPECIAL COMMITTEE LIAISON REPORTS**

- Board of Directors, SPSCC Foundation – Barbara Clarkson
- Budget and Finance – Brian Vance (Quarterly Reports: September, February, May)
- Policy Governance and Trends in Higher Education – Judy Blinn
- TACTC Legislative Action Committee – Leonor Fuller
- TACTC Education Committee – Judy Hartmann

**7. REPORT FROM COLLEGE PRESIDENT**

**(TAB 2)**

**8. INFORMATIVE REPORT**

8.1 Strategic Plan--Core Theme #3

(Information – No Board Action Required)

Ken Harden, Chief Human Resources Officer, will present an update on Core Theme #3: Advance Equity and Embrace Diversity.

**9. POLICY**

9.1 2016-2017 College Instructional Calendar

**(TAB 3)**

(First Reading – Board Action Recommended)

In accordance with the faculty contract, two proposals for the Instructional Calendar for 2016-2017 academic year will be presented to the Board by Dr. Michelle Andreas, Vice President for Instruction.

9.2 Award/Denial of Tenure for 3<sup>rd</sup> Year Probationers & Contract Renewal/Non-Renewal for 1<sup>st</sup>, 2<sup>nd</sup> Year Probationers (TAB 4)  
(First Reading – No Board Action Required)

Review committees for probationary faculty are progressing with their activities and preparing evaluation reports. Committee reports for all probationary faculty will be sent to the Board prior to the March Board meeting, at which time the Board is to award or deny tenure for third-year probationary faculty and renew or non-renew contracts for first-year and second-year probationary faculty.

Probationary faculty members include the following:

**Third Year**

Jillian Heist	Nursing
Laura Moe-Genther	Dental Assisting

**Second Year**

Amy Calkins-Kassler	Psychology
Robert Danner	BIM/CAD
CJ Dosch	English/Humanities
Deborah Foglia	Dental Assisting Technology
Angela Kirkendall	Accounting
Lily Kun	Systems & Electronic Resources Librarian
Nicholas Owen	Communication Studies
John Schaub	Mathematics
Estill (Bud) Skinner	ITCS
Jennifer Wortman	Pre-College English/Reading
Luke Yamaguchi	Japanese

**First Year**

Mark Baum	Paralegal
Sidnee-Marie Dunn	Chemistry
Henry Harmon	Mathematics
Shelley Horn	Medical Assisting
Daniel Main	Welding
Melissa Nivala	Mathematics
Sarah Patterson	Welding
Charles (Chip) Schooler	Instrumental Ensemble/Music History
Ting Song	Civil Engineering/CAD

9.3 Policies (TAB 5)  
(First Reading – Board Action Recommended)

Chief Human Resources Officer Ken Harden will present revisions to the following policies for approval:

- HMRS 105, Administrative and Exempt Professionals
- HMRS 220, Leave: Types of Leave and Reporting

- CADM 106: Alcoholic Beverages

**10. BUILDINGS AND GROUNDS** No Report.

**11. BUDGET AND FINANCE**

11.1 Quarterly Financial Report **(TAB 6)**

(Board Information – No Board Action Required)

Vice President for Administrative Services Al Brown and Director of Budget and Fiscal Services Rochele Johnson will report on the financial operation of the second quarter of the 2014-2015.

**12. COMMENTS FROM INDIVIDUAL MEMBERS OF THE BOARD OF TRUSTEES**

**13. EXECUTIVE SESSION**

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**The Board is going into Closed Session:** to plan or adopt the strategy or position to be taken in collective bargaining, negotiations, grievances, or mediation (RCW 42.30.140(4)(a)).

**14. ACTION ITEM FROM EXECUTIVE SESSION**

**15. ADJOURNMENT**