

**South Puget Sound Community College  
BOARD OF TRUSTEES  
REGULAR MEETING  
MINUTES  
Tuesday, April 14, 2015  
Building # 28 – Boardroom  
South Puget Sound Community College  
2011 Mottman Road, S.W.  
Olympia, WA 98512-6292**

**CALL TO ORDER**

Board Chair Judy Hartmann called the meeting to order at 3:07 p.m.

**ROLL CALL**

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

**APPROVAL OF CONSENT AGENDA**

It was moved by Trustee Vance, seconded by Trustee Fuller and carried **THAT THE FOLLOWING CONSENT AGENDA ITEMS BE APPROVED AS PRESENTED:**

**A. ADOPTION OF MINUTES**

- March 10, 2015, regular board meeting

**B. MEETINGS AND CONFERENCES**

- AACC Annual Convention, April 18-21, 2015, San Antonio, TX
- TACTC Spring Convention, May 14-15, 2015, Spokane

**C. ANNOUNCEMENT**

- Board of Trustees and Foundation Board Tour of the Lacey Campus, Building 1, May 4, 3:15 p.m.
- Graduation, June 19, 2015

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

Regular Meeting

May 12, 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**

- Steve Ashpole, Dean of Enrollment Services and Registrar effective March 16, 2015.

**COMMENTS FROM THE AUDIENCE** None.

**BOARD SPECIAL COMMITTEE LIAISON REPORTS**

- Board of Directors, SPSCC Foundation – Chair Hartmann gave the following report on behalf of Trustee Clarkson:
  - Tanya Mote was appointed Interim Executive Director of the College Foundation.
  - The Clipper Scramble Golf Tournament will be on June 5. The Chehalis Tribe will host a salmon bake after the Tournament and music will be provided by the SPSCC Jazz Band. Trustees should RSVP their attendance to Diana Toledo.
  - The College Foundation Board and the Board of Trustees will do a walk-through of the new Lacey Campus, Building 1 on May 4.
- Budget and Finance – (Quarterly Reports: September, February, May). Trustee Vance had no report.
- Policy Governance and Trends in Higher Education – Trustee Blinn reported the following:
  - The Georgetown University Center on Education and the Workforce recently released a report reinforcing the importance of higher education: College-educated workers make up only 32% of the workforce, but produce over 50% of the nation's economic output.
  - Inside Higher Education reports the importance of branding for colleges to highlight their strengths and distinctive characteristics for prospective students, yet supporting the idea of brand strategy initiatives is a newer trend in higher education. Some of the survey respondents' reasons for creating a brand strategy included: increase awareness of their institution; meet enrollment benchmarks; increased competition; and directive from the president or board. Their point is that a solid brand strategy will help colleges better articulate what they do and how they make that information available to students.
- TACTC Legislative Action Committee (LAC) – Trustee Fuller reported the following:
  - April 15 is the cutoff date for House bills to pass out of the Senate and for the Senate bills to pass out of the House.
  - The CTC system priorities as the Capital Budget negotiations continue:
    - For the 2015-2017 Capital Budget request, 19 projects competed and only the top ten made the priority list. They appreciate that both the House and Senate proposals followed the CTC list of priority projects; however, the budget shaves off about one-third of the list and underfunds many of the construction projects that survived. The proposed budgets represent the smallest dollar amount of the state's bonds for the community and technical colleges in recent history.
  - Legislative letters signed by Chair Hartmann, Vice Chair Fuller and President Stokes were sent to representatives and senators expressing appreciation to both chambers for the items they approved on the Operating Budget plan and also expressing their concerns.
- TACTC Education Committee – Chair Hartmann reported the following:

- The ACT put together a Visioning Committee in addition to the Education Committee. There is the recognition that issues of importance generally are something that they need to address over time, and that they can in fact see some of the issues that will become more and more important for them to address and look at various ways to address those issues as time goes by. The Visioning Committee and the Education Committee had a joint meeting several weeks ago. The Visioning Committee talked about issues/topics they were considering for the ACT spring convention in May. In addition, there was conversation about how those issues can translate into what ACT conferences contain as far as educational opportunities for trustees. There has been a conversation for a while on the various groups of students that we have on campuses and how our colleges are serving students from several different generations. To that end, the ACT convention will have Chuck Underwood as the Keynote Speaker on "The Generational Imperative: Understanding Generational Differences in the Workplace, Marketplace, and Living Room."

#### **REPORT FROM THE COLLEGE PRESIDENT**

- Dr. Stokes called on Saud (Zak) Hussain, ASB President who provided the following Student Senate report:
  - The ASB met to decide on their goals for spring quarter, and have new strategies in place.
  - They will need to recruit heavily for next year's ASB since 6 of 7 senators will be graduating this year.
  - The Fitness Committee will go to the students and share with them their ideas for the Fitness Center.
  - Building 27 colors upstairs and signage are being updated.
  - Maps are being updated to reflect gender neutral bathrooms.
  - The S&A Fee Committee has convened and is running on schedule.
  - Upcoming Events: Club Fair on April 16; Engagement Fair on April 30.
  
- Dr. Kevin Asman, Humanities Professor and Faculty Union President, reported the following:
  - At the request of AFT WA and the direction of the Executive Board of Local 4603, he said he was responding to an aspect of the letter that Trustee Fuller mentioned that was sent to the legislature. "I want to start by acknowledging the efforts made by Marty Brown, Executive Director of the State Board, and various presidents and trustees to get the legislature to fund faculty increments through a line item allocation. Right now, that allocation seems like a long shot. It puts us in the possible position of being the only employee group in the state whose increments may not be adequately funded. Last year we reached out to the presidents and were willing to find solutions; they withdrew from our conversations when they saw the Governor's budget. But we were still far apart. In the absence of a collaborative solution, the AFT WA will continue to push for full-scope bargaining, full funding of increments, and in these terms we do support the Springer amendment to the House omnibus budget bill for the 2015-

2017 biennium and we will continue to do so whatever concerns are raised. If local funding of salary increments is a hardship for the colleges, it strikes me that this is only because the colleges have not had to face the responsibility of investing in their faculty. They have been able to side step this responsibility because of the very laws that need to be changed. Especially when we consider that 21 of our colleges get over 50% of their funding from local dollars. Again, faculty just wants the same rights as all other employee groups in the state. And I will point out that full scope bargaining and local funding of increments have not stopped our 4-year colleges from being robust institutions. AFT and WEA, as we work together on this, have no choice but to pursue any legislative means possible to end faculty salary stagnation. We are falling further and further behind to the point that proven talent is beginning to jump ship. As an advocate for affordable public education, I am deeply concerned about divisiveness. We have a better chance of becoming world class community colleges when we're all working together to promote our system and inspire confidence in those that we serve, and I don't think that we're doing that."

- Karen Halpern, Business Professor and Faculty Senate President, reported the following:
  - Last month, she reported that faculty are interested in working with Dr. Andreas and the deans to see how much of the innovation in scheduling that is being discussed at Lacey can be brought to the Olympia campus. The Senate and the Union are two separate entities, and there are times when they work independent of each other but there are often times when they work collaboratively; sometimes they have to be creative about how they work together. Scheduling is one of those areas that is a part of each of their work. Senate's perspective is "we want to brainstorm and gather ideas how this might look like." As soon as they start to talk about schedules, the Union becomes part of it as the Union is responsible for faculty's hours, wages and working conditions. "We are in the process of negotiating the contract and the end result of our daydreaming will potentially have contract implications. I wanted to clarify that the Senate and Union are talking about this and not overstepping each other's boundaries, but we are working together on the concept of creative and flexible scheduling that respects the contracts, and we're talking to the Vice President and the deans."
  - In February she reported that Faculty Senate had conducted its annual survey to determine faculty priorities for the remainder of the academic year. The highest areas of interest for faculty were faculty involvement in administrative evaluations and feedback and questions about the hiring process. Faculty have expressed an interest in understanding the criteria for hiring employees when those positions are not posted. There is also curiosity about the process by which interim positions, specifically ones that have not been publicly posted, are then converted into fulltime positions. In addition, there continues to be strong interest in having an

evaluation process that will allow faculty to provide feedback on the strengths and weaknesses of the administrators with whom faculty work on a regular basis. Senate coordinators will contact Dr. Andreas and Dr. Stokes to discuss these concerns.

- Dr. Stokes reported the following:
  - The Nursing Program Approval Panel (NPAP) met on March 19 and decided to remove the conditional approval of the Nursing Program, and requests that the college begin the process to obtain accreditation status for our current students.
  - The Commission on Dental Accreditation (CODA) has determined that the college's proposal to increase the Dental Assisting Technology Program enrollment from 24 to 36 in is not substantial; therefore, the college will plan to enroll 36 in July 2016.
  - The college received a clean Department of Retirement Systems audit report from the Washington State Auditor's Office when they examined pensionable wages and contributions reported to DRS for the period July 1, 2012-June 30, 2013.
  - The Internal Revenue Service completed the audit of the college's 2012 tax return and has found no findings.
  - Our 2014 College Catalog and our 2014 Artist and Lecture Series both won NCMPR's (National Council for Marketing & Public Relations) Gold Paragon Awards, ranking as the top in the print catalog and communications success story categories respectively.
  - He noted other information located in the board binder:
    - President's Outreach Activities List
    - Personnel Update
    - Press Clippings Including:
      - "Her Story" Exhibit in the Galley--Six invited artists contribute a verse to the volume that is the creative feminine
      - All-Washington Academic Team Students: Courtney Sullivan and Brandon Metra

## INFORMATIVE REPORT

### Strategic Plan--Core Theme #5

Vice President for Administrative Services Al Brown, presented the following update on Core Theme #5: Build Community:

- Objective: 5.A. Deepen engagement
  - Indicator: Increased participation in Operational Planning
    - 2013-14 (52.5%); 2014-15 (33.9%); Mission Fulfillment (30.0%)
  - Institutional grants, scholarships, and other aid supporting students
    - 2013-14 (1.4 M); 2014-15 (1.7 M); Mission Fulfillment (1.2 M)
  - Number of College-sponsored events within the community
    - 2014-15 (16); Mission Fulfillment (15)
- Objective: 5.B. Foster economic development

- Indicator: Businesses served in non-credit, job-related training courses
  - 2013-14 (182); 2014-15 (184); Mission Fulfillment (191)
- New business development at SPSCC Entrepreneurial Center
  - 2013-14 (1.4 M); 2014-15 (3.5 M); Mission Fulfillment (1.4 M)
- SPSCC Completer Employment Rate and Median Wage
  - 2013-14 (69%; \$15.85); 2014-15 (68%; \$16.15); Mission Fulfillment (68%; \$16.90)

A few examples of building community include:

- Artist & Lecture Series: Eddie Moore, Hamlet, Luis Urrea, Nikki Giovanni, Ailey II, Brown vs. Board of Education; Ruth Ozeki; Sherman Alexie
- College Foundation's attendance at community events; providing \$380,000 in scholarships to over 250 students; and hosting of community events
- Walking Paths on campus
- Professional Technical programs' advisory committees
- Thurston EDC at the Lacey Campus
- Expanding Your Horizons conferences
- Hosting YWCA Girls Without Limits Summit
- Camo to Credit Grant
- Nisqually Tribe workplace skills
- Corporate & Continuing Education

Noel Rubadue, Dean of Corporate and Continuing Education, provided an update on Corporate and Continuing Education:

- Co-market classes with community partners
- Credit/Non-Credit Partnerships
- Growing Economic Development
- Statistics for 2013-14: Enrollment-6204; Businesses Served-184; Net Revenue-\$208,949

She also had 2014-15 updates at a glance of Corporate and Continuing Education:

- Program and Course Development
- Customized Training
- Marketing
- Special Projects
- Consulting Contracts

Trustee Fuller suggested considering adding the following to the Core Theme report: President's outreach activities, Trustees' activities, and the Gallery activities.

## **POLICY**

### 2016-2017 College Instructional Calendar

In February, Vice President for Instruction Dr. Michelle Andreas presented information on two proposals for the Instructional Calendar for 2016-2017 and two options for summer quarter.

The original poll results submitted produced concerns that the summer schedule of six weeks would not work for many subjects, and so the Board requested that the Instructional Calendar Committee reconsider the impact of requiring only a six-week summer term.

As a result, the Committee proposed a traditional eight-week summer term for 2016-2017 with an option for faculty to choose to offer six-week courses. The six-week option for faculty in 2016-2017 will be a pilot program and the results of summer enrollments and retention will be studied at the conclusion of the summer.

The final recommendation for the instructional calendar for 2016-2017:

- Proposal 1 for fall, winter, and spring
- An 8-week summer schedule with an option for an accelerated 6-week schedule with chosen courses to be studied as a pilot.

It was moved by Trustee Fuller and seconded by Trustee Blinn, **THAT THE BOARD ADOPT THE PROPOSED 2016-2017 Instructional Calendar Proposal 1 with an 8-week summer schedule with an option for an accelerated 6-week schedule AS PRESENTED IN TAB 3. MOTION CARRIES.**

2015-2016 Board of Trustees Officers

Chair Hartmann appointed Trustee Vance and Trustee Blinn to submit recommendations for the 2015-2016 Board officers for election in May.

**BUILDINGS AND GROUNDS** No Report.

**BUDGET AND FINANCE** No Report.

#### **COMMENTS FROM INDIVIDUAL MEMBERS OF THE BOARD OF TRUSTEES**

- Trustee Fuller noted her contact with Whitman College President Dr. George Bridges, who was hired as The Evergreen State College's new president effective October 1, 2015. He was a former dean and vice provost at the University of Washington.
- Chair Hartmann announced that the Board of Trustees completes annual self-evaluations. For this year's evaluation, each trustee will be receiving the online instrument and ACCT will compile a report for review. The Board will also be reviewing Dr. Stokes' evaluation materials.

#### **EXECUTIVE SESSION**

At 4:32 p.m. Chair Hartmann announced that **the Board was going into Executive 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)). The executive session was expected to last until 5:00 p.m. and no action would be taken by the Board during the executive session.

The executive session concluded at 5:00 p.m., and no action was taken. The regular board meeting resumed at 5:00 p.m.

**ADJOURNMENT** 5:00 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