

**South Puget Sound Community College
Special Board of Trustees Meeting**

MINUTES

**Monday, July 11, 2016, 12:00-4:30 P.M.
Building # 25 – Boardroom
South Puget Sound Community College
2011 Mottman Road, S.W.
Olympia, WA 98512-6292**

SPECIAL MEETING 12:00-4:30 P.M.

Under RCW 42.30.080, a special meeting of the Board of Trustees, District 24, South Puget Sound Community College, was held on Monday, July 11, 2016 in Building 25-Boardroom, 2011 Mottman Road S.W., Olympia, WA 98512.

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

BOARD RETREAT

The Board of Trustees had a retreat for their special meeting, which included the following updates:

Capital Projects

Laura Price, Director of Facilities, provided an update on Capital Projects:

- Lacey 3 Remodel/Completion Update:
 - A preliminary assessment and cost projection to complete Lacey 3 was completed in May 2016 by KMB Architects.
 - Building 3 is approximately 20,430 sf.
 - Assumes 4-6 general classrooms or computer labs, breakout rooms, conference room, offices, and service areas.
 - Preliminary total estimate project Cost: \$3,200,000
 - Occupancy: Fall 2018
- Health and Wellness Center Feasibility Study Update:
 - The Associated Student Body (ASB) commissioned a feasibility study to explore options for a Health and Wellness Center at the Olympia campus.
 - Option 1: Renovation of Building 33 and Improvements to Building 31; and Option 2: New Facility sited at the current location of Buildings 31 and 33. The Associated Student Body leadership is working with Executive Team and the Board to package the information for students, then students will take a vote.

- Proposed Mixed-Use Student Housing idea from a private developer was discussed. The college remains interested in the proposal and will help market it to students, but is not interested in entering into any master lease or financial commitment.

Operational Plan

Vice President for Instruction Dr. Michelle Andreas and Vice President for Student Services Dr. Dave Pelkey, provided an update on the 2016-2017 Operational Plan by discussing the strategies and expected outcomes for each of the Core Themes: Expand Student Retention and Completion; Inspire Teaching and Learning Excellence; Advance Equity and Embrace Diversity; Champion Innovation; and Build Community.

Program Reviews

Dr. Andreas provided program summaries for the following:

- Paralegal Associate in Applied Science Degree
- Computer Aided Drafting and Building Information Modeling Associate in Applied Science Degree

Faculty Agreement

Ken Harden, Chief Human Resource Officer, presented the proposed Addendum to the July 1, 2015-June 30, 2018 Agreement By and Between the Board of Trustees of South Puget Sound Community College District Number XXIV and the South Puget Sound Community College District XXIV Federation of Teachers, Local 4603, AFT/AFT-CIO.

He reviewed the following updates:

- Article 5.2 Instructional Load Standard
- Appendix C Annual Service Unit Values
- Article 5.3.2 Meetings – Change from 2:30 p.m. to 3:15 p.m.
- Article 5.3.9 Low Enrollment Course Assignments
- Article 9.7 Adjunct Faculty Salary Schedule
- Appendix A
- Article 12 Grievance
- Signature Change, replacing Kevin Asman as President of AFT Local 4603 with Annamary Fitzgerald

The administration recommended Board approval of the proposed addendum.

It was moved by Trustee Blinn and seconded by Trustee Fuller **THAT THE BOARD OF TRUSTEES APPROVE THE PROPOSED ADDENDUM TO THE JULY 1, 2015-JUNE 30, 2018 AGREEMENT BY AND BETWEEN THE BOARD OF TRUSTEES OF SOUTH PUGET SOUND COMMUNITY COLLEGE DISTRICT NUMBER XXIV AND THE SOUTH PUGET SOUND**

**FEDERATION OF TEACHERS, LOCAL NUMBER 4603, AFT/AFL CIO.
MOTION CARRIES.**

The Agreement was signed for the Federation by Annamary Fitzgerald, President, Local #4603, American Federation of Teachers and signed for the Board by Judy Hartmann, Chair, Board of Trustees of South Puget Sound Community College.

President's Goals

As part of Dr. Stokes' presidential evaluation, he distributed copies of his 2016-2017 goals for Board review, which the Board will discuss in executive session in September.

Board Self-Assessment

The Board of Trustees annually completes a Board Self-Assessment. This year, the Board Self-Assessment Report was compiled and prepared by the Association of Community College Trustees (ACCT). The Board reviewed and discussed the report.

ADJOURNMENT 5:00 P.M.



JUDY HARTMANN, BOARD CHAIR
SOUTH PUGET SOUND COMMUNITY COLLEGE



TIMOTHY STOKES, SECRETARY
SOUTH PUGET SOUND COMMUNITY COLLEGE