

**South Puget Sound Community College
BOARD OF TRUSTEES
REGULAR MEETING
MINUTES
Tuesday, January 10, 2017
Building # 25 – 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 3:03 p.m.

ROLL CALL

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

APPROVAL OF CONSENT AGENDA

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

A. ADOPTION OF MINUTES

- December 13, 2016 regular board meeting

B. MEETINGS AND CONFERENCES

- January 23-24, 2017 ACT Winter Legislative Conference, Olympia
- January 23, 2017 ACT New Trustee Orientation, Olympia
- January 23, 2017 ACT Transforming Lives Award Dinner, Olympia

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

Regular Meeting
February 14, 2017
3:00-4:30 p.m.
Building # 25 - Boardroom
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The Board Chair announced that the March Board meeting will begin at 12:30 p.m. to allow enough time to meet with each of the tenure candidates and for discussion.

SPECIAL INTRODUCTIONS

Recognition of Student Nominee

(Association of College Trustees) ACT's Transforming Lives Awards are given to students who have overcome significant barriers in achieving their educational goals. Each college board nominates a student from their college. Student Melissa Pumehana Hooper, the Board's nominee for the 2017 Transforming Lives Award, was recognized at the board meeting and awarded a \$100 bookstore gift card from the Board of Trustees.

COMMENTS FROM THE AUDIENCE None.

BOARD SPECIAL COMMITTEE LIAISON REPORTS

- Board of Directors, SPSCC Foundation – Foundation Executive Director Tanya Mote provided the following report on behalf of Trustee Clarkson:
 - The Foundation Board held its annual retreat, where they focused on student success and gearing up to support students in 2017.
 - The Foundation Board's theme for the year is "be the key to student success." They are focused on supporting students with the greatest unmet need. Annually there is an unmet need of \$2 million; 1,000 students who qualify for aid with unmet needs.
 - She noted the changing landscape of education:
 - It took 20 hours per week to pay for tuition before; now, it takes 72 hours a week.
 - State funding decreases and the need for a qualified workforce increases.
- Budget and Finance – (Quarterly Reports: September, February, May). Trustee Mah reported that the Board Finance Committee met in December to review college finances. Most of the time was spent over financial aid, discussion around types of metrics and the performance of the unit and what it means for the college. In February there will be a board presentation on financial aid, changes and efficiencies that were made within the unit, and some of the metrics that the board may want to monitor. At the ACT fall conference, he learned that financial aid is typically a leading indicator of where something is perhaps not going as well in the organization. As a leading indicator here, there are challenges, but just not the type that poor performance in financial aid would reveal.
- ACT Legislative Action Committee (LAC) – Trustee Fuller reported the following:
 - January 9, 2017 was the start of the 105-day 2017 legislative session.
 - The Governor's budget proposal as it affects our system:
 - Tuition is frozen both years of the biennium. Tuition backfill of \$21 million.
 - \$10 million invested in CTC student academic preparedness, including \$8.5 million for Guided Pathways at all colleges and \$1.5 million to expand MESA to six more colleges
 - Salary increases are provided for all employees

- State Need Grant expanded to serve 14,000 new students with a \$116 million investment
- Opportunity Scholarship is expanded to students enrolled in professional/technical certificates and degrees
- Comparison of SBCTC 2017-19 Capital Request to Governor's Capital Proposal:
 - Governor's Capital Proposal: \$277,615,000
 - SBCTC's Capital Request: \$337,775,000

REPORT FROM THE COLLEGE PRESIDENT

- ASB President Jessica Wilkins reported the following:
 - The updated Associated Student Body 2016-2017 Senate Goals:
 - To increase the number of faculty using Open Education Resources (OER) and provide students with accessibility to textbook affordability options.
 - To establish a Food Pantry accessible to students on campus.
 - To increase campus safety awareness and emergency response.
 - To increase the awareness of Running Start student success on campus.
 - To increase awareness of designated gender-neutral restrooms on campus.
 - To improve access and availability to health and wellness options for students.
- Faculty Senate Vice President Margaret Thomas reported the following on behalf of Faculty Senate President Jason Salcedo, who is on sabbatical for winter quarter 2017.
 - The Faculty Senate officers met with Dr. Andreas to suggest recognizing part-time faculty with service pins at the end of the year. The Executive Team had agreed that was a good idea and will include part-time faculty in longevity awards.
 - College Foundation staff reached out to Faculty Senate and are interested in finding ways to work together this year.
- Annamary Fitzgerald, ABE Professor and Faculty Union President, had no report at this time, but noted that their Executive Board meeting is on January 13 and their State Union meeting is on January 14.
- Dr. Stokes reported the following:
 - He announced that The Evergreen State College 2016 Teacher Excellence Award was given to Neesha Patel, SPSCC Mathematics Professor.
 - Enrollment Update five days out from the 10th day report:
 - State is up by .2%; Running Start is up by 13.8%; overall for the quarter is up by 2.8% and 4.2% over our college enrollment goal. He thanked faculty for signing additional students into their classes.

- There is a group of faculty and staff who has organized a rally at the State Capitol in conjunction with the Presidential Inauguration Day. Many people across the campus, faculty, staff and students are choosing to exercise a day of conscience. There is legislation that allows students two days of excused absences for reasons of faith or conscience. Students will complete a form with Student Services and faculty and staff will complete their leave form with Human Resources. Administration will remain non-committal.
- He noted other information located in the board binders:
 - President's Outreach Activities List
 - Personnel Update

INFORMATIVE REPORT

Strategic Plan--Core Theme #2

Dr. Michelle Andreas, Vice President for Instruction, presented an update on Core Theme #2: Inspire Teaching and Learning Excellence. The trustees received a copy of the PowerPoint presentation prior to the meeting. Dr. Andreas reviewed the following for her presentation:

- Inspire Teaching and Learning Excellence: Balance between academic rigor and support for student success + Learning outcomes → Assessment criteria/methods → Learning strategies = Students acquire skills they need for work and life.
- Faculty need encouragement; time for reflection; and resources
- Strategy: Support Faculty Growth
 - Indicator: Amount invested for faculty development and training
 - Indicator: Participation Rate
- Strategy: Increase Learning
 - Indicator: CCSSE CWA
 - Indicators: Active and College Learning; Academic Challenge; Student/Faculty Interaction
- What we are doing: Require all faculty to have a professional development strategy related to equity and diversity and student engagement; Implemented faculty growth and development criteria from novice to master teacher; Enhance professional development for faculty: Conducted all-faculty in-service meetings three times per year; Fully implemented Faculty Communities of Practice workshops; Continue Open Education Resources efforts; Participate in state and national conferences; Continue building college-wide pathways; Increase quality online learning opportunities and use of technology to enhance learning in the classroom; Implement new program review process; Implement embedded tutoring and other academic support for student success; Recognize and reward innovative teaching and learning ideas.

College Partnership with Thurston EDC and CB&I

Dean of Corporate and Continuing Education Noel Rubadue provided the history of

collaboration among SPSCC, Thurston Economic Development Council and the Center for Business and Innovation at the Lacey campus.

Director of the Center for Business and Innovation Celia Nightingale reviewed various EDC and CB&I programs and services: Washington Center for Women in Business; Washington PTAC; ScaleUp Thurston, WA; SCORE; Thurston Energy; Business TuneUp; and South Thurston Economic Development Initiative (STEDI).

SPSCC programs and services: Certificate and Degree Programs; Heritage Bank Center for Corporate and Continuing Education; Internships and Co-ops; Job Skills Training Grants; Advisory Committees; and SBDC Washington.

Current Projects: College Foundation Micro-Loan Fund; Innovation Partnership Zone-Craft Brewing & Distilling; South Sound Food System Network; Government Contracting/Procurement Certificate; Joint Marketing of CB&I; Evaluate Gaps in Business Services.

Combined economic impact for SPSCC and EDC partnership: \$363 million.

POLICY

Discontinuation of Practical Nursing One-Year Certificate

Associate Dean of Nursing Laurie Choate presented the following background information and recommendation for the Board to consider discontinuation of the Practical Nursing One-Year Certificate. In 2013 the college suspended the nursing program (Associate Degree of Nursing and option of LPN certificate) in order to revise the curriculum because of the discontinuation of national accreditation. The new nursing program at the college is focused on the Associate Degree of Nursing DTA/MRP, a degree that prepares students to be a registered nurse. This new curriculum does not allow for easy implementation of the LPN certificate. In addition, the LPN certificate does not meet the requirements of the WAC revisions established by the state Nursing Commission. The WAC revisions also require all nursing programs in the state to attain national accreditation candidacy status by 2020 to remain fully approved. Sustaining national candidacy status and accreditation for the LPN program would be both cumbersome and expensive. She explained that as delineated by nursing education rules, students in the Associate Degree of Nursing program may apply for licensure as an LPN without a practical nursing certificate from the college. This certificate is not needed for students to become licensed as LPNs.

The discontinuation of the Practical Nursing One-Year Certificate was presented for the Board's first reading. The Board of Trustees retains the authority to approve the discontinuation of educational programs of study that lead to the award of a degree and/or a certificate of completion of more than 19 credits. Board action has been deferred until the Board's second reading in February.

2018-2019 College Instructional Calendar

Vice President for Instruction Dr. Michelle Andreas presented the information on two proposals for the Instructional Calendar for 2018-2019.

Proposal 1

- Fall Kickoff Week begins the third week of September.
- First day of instruction is September 24, and the last day of instruction is on June 11.

Proposal 2

- Fall Kickoff Week begins the second week of September.
- First day of instruction is September 17, and the last day of instruction is on June 11.

The results of faculty voting favors the 2018-2019 Instructional Calendar Proposal 2, which was being recommended for Board consideration and adoption.

It was moved by Trustee Fuller and seconded by Trustee Mah, **THAT THE BOARD ADOPT THE PROPOSED 2018-2019 Instructional Calendar Proposal 2 AS PRESENTED IN TAB 4. MOTION CARRIES.**

BUILDINGS AND GROUNDS No Report.

BUDGET AND FINANCE No Report.


COMMENTS FROM INDIVIDUAL MEMBERS OF THE BOARD OF TRUSTEES None.

EXECUTIVE SESSION None.

ADJOURNMENT 5:15 p.m.



JUDY HARTMANN, BOARD CHAIR
SOUTH PUGET SOUND COMMUNITY COLLEGE



TIMOTHY STOKES, SECRETARY
SOUTH PUGET SOUND COMMUNITY COLLEGE