

**South Puget Sound Community College
BOARD OF TRUSTEES
REGULAR MEETING
MINUTES
Tuesday, March 14, 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 12:05 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.

EXECUTIVE SESSION

At 12:05 p.m. Chair Hartmann announced that the Board was going into executive session to review the performance of public employees (RCW 42.30.110(1)(g)). The executive session was estimated to last until 3:00 p.m., and no action would be taken by the Board during the executive session.

The executive session was extended to 3:30 p.m.

BREAK 3:30-3:40 p.m.

RECONVENE REGULAR MEETING

The regular meeting reconvened at 3:40 p.m., and Chair Hartmann reported no action was taken during the executive session.

APPROVAL OF CONSENT AGENDA

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

A. ADOPTION OF MINUTES

- February 14, 2017 regular board meeting

B. MEETINGS AND CONFERENCES**C. ANNOUNCEMENTS**

- Faculty Tenure Reception, March 14, 2017, 4:30 p.m., Building 25-1st Floor
- All-Washington Academic Team Ceremony, March 23, 2017, 12:00-2:00 p.m., Student Union Building

D. DATE OF THE NEXT BOARD MEETING

Regular Meeting
April 11, 2017
3:00-4:30 p.m.
Building # 25 - Boardroom
South Puget Sound Community College
2011 Mottman Road, S.W.
Olympia, WA 98512-6292

SPECIAL INTRODUCTIONS None.

COMMENTS FROM THE AUDIENCE None.

BOARD SPECIAL COMMITTEE LIAISON REPORTS

- Board of Directors, SPSCC Foundation – Trustee Clarkson reported:
 - The Foundation's Student Success Campaign Feasibility Study came back with positive results. The recommendation from Sparrowhawk Consulting is a \$2-3 million campaign after a marketing campaign has been conducted.
 - The Foundation raised over \$30,000 through employee giving; up 41% of employees giving through payroll deduction; largest percentage of giving to date.
 - Clipper Scramble is on June 2.
 - The Experience is on October 7, and this year's theme is "Be the key to student success—unlock possibilities."
- Trends in Higher Education – Trustee Davis had no report.
- ACT Legislative Action Committee (LAC) – Trustee Fuller reported the following:
 - Bills that have survived cutoff and scheduled for Senate Higher Education Committee hearings: HB1130 Customized Training Program Bill; HB1913 Leasehold Excise Tax Exemption Bill; Corrections Bill passed and the companion House Bill passed, and progressing along.
 - On March 16 the Washington State Economic and Revenue Forecast Council will issue its latest economic and revenue forecast, which will inform the first draft of the Legislature's operating budget, and which will be released by the Senate on March 20.
- Budget and Finance – (Quarterly Reports: September, February, May). Trustee Mah reported that the Budget and Finance Committee will meet on March 28, 2017.

REPORT FROM THE COLLEGE PRESIDENT

As Dr. Stokes was out sick, Chair Hartmann called on the following for their reports:

- There was no report from the ASB President Jessica Wilkins.
- Faculty Senate Vice President Margaret Thomas reported the following:
 - The faculty and other employees are getting the Great Colleges to Work

for 2017 Faculty/Staff Survey, a workplace atmosphere survey. Results will be out this summer.

- Annamary Fitzgerald, ABE Professor and Faculty Union President, reported the following:
 - Statewide nationally, AFT is looking at impacts of the immigration restrictions. Several ESL (English as a Second Language) and Transition Studies faculty attended an informative *Know Your Rights* workshop at St. Martin's University.
 - They are continuing to work with administration to solve some of the college's nursing faculty recruitment challenges.
 - They continue to monitor potential workload impacts as the Guided Pathways develops.
- Chair Hartmann noted other information located in the board binders:
 - President's Outreach Activities List
 - Personnel Update

INFORMATIVE REPORT

Strategic Plan--Core Theme #4

Chief Information Officer Lori Casile and Institutional Researcher Jennifer Tuia, presented an update on Core Theme #4: Champion and Reward Innovation. They reviewed the following presentation with trustees who received their copy of the PowerPoint presentation prior to the meeting.

- Definition: "Innovation is the process of translating an idea or invention into a good or service that creates value."
- What's being measured: Innovations by Individuals and Innovations by Teams
- Some Collaborative Innovations--New and Continued: 25Live, Start Here Desk, Website/Portal Launch, Outsource of Bookstore, Guided Pathways Launch, Class Schedule, Undergraduate Research, e-Learning Faculty Workshops, Embedded Tutoring, College Success Course, Nursing DTA
- Single Unit Innovation--New and Continued: Data Dashboards, Financial Aid Barrier Reduction, Print from any Device, Live Video Contract Training, Bucket Classes, IBEST/ABE Contextualization, High School 21, Academic Warning Policy, English Support Classes
- Measurable Highlights of Innovation Initiatives:
 - Maturation of Innovations started in 2014-15
 - Increased Embedded Tutoring: 41 tutors; Academic Dismissal is on a continuous decline; More than 20 dashboards and close to 1,000 views on our most popular dashboard; Significantly more students receiving a high school credential; Math bucket courses enrollment has doubled
- Working on the following: Universal Design Training; Increase hybrid/online course offerings to provide more flexible scheduling for students; New Advising Model; e-Learning Quality Rubric; Educational Planner for underrepresented students; Scholarships for underrepresented students; Use of shared SmartSheets for Operational Plan transparency; Brewing & Distilling Center; New Class Scheduling Plan; Radius CRM; Starfish (data-driven advising and

intervention for student success); Automation of financial aid forms and processes; More Co-Op Internships; Online streaming of athletic events; Active fundraising for Athletics.

Health and Wellness Center

Vice President for Student Services Dr. Dave Pelkey, Dean of Student Engagement & Retention Jennifer Manley, and student Senator for Legislative Affairs Kate Armstrong, presented information on the Health and Wellness Center.

Project History:

- 2015: ASB Student Senate Sub-Committee – participated in Campus Visits February-December and developed student priorities list
- 2016: Student Feedback – conducted student-wide survey; feasibility study launched to explore opportunities; met with students June 2016 to review survey results and gather input
- 2016-2017: June to present – Student leaders have partnered with the design committee to draft floor plan options; Student Senate reviewed and approved moving forward with a design plan and associated fee structure

Project Site: Building 31 Gymnasium and Building 33 Developmental Education Center
Benefits:

- Student Activities & Inter-collegiate athletic programs
- Increased access to recreational fitness/sports programs
- Additional study spaces
- Versatile space to include an information desk, coffee and snack bar
- Enhanced instructional offerings

Project Funding: Cost: \$16,000,000; Current Fee: \$1.90/credit; Additional Fee: \$4.10/credit; Total Fee: \$6.00/credit for 20 years to be able to finance the \$16M loan.

Dr. Pelkey noted that the State of Washington will not fund gymnasiums, so we cannot submit this as a capital construction project. We have the opportunity to partner with our students in a Certificate of Participation (COP). The COP would allow us to take out a loan—as the intended revenue source for the project.

Senator for Legislative Affairs Kate Armstrong reported that there have been forums and other opportunities for students to learn about the project, view diagrams, and discuss related student fees. She said that students are very engaged and excited about the project and they are completely fine with the student fees because they thought the amount justifies the benefits for students.

Next Steps:

- Students will conduct campus-wide student vote in April 2017 for fee approval
- Board and State approval process
- Estimated construction start date: November 2018; Estimated completion date: June 2020

POLICY

Faculty Probationary Reviews

Vice President for Instruction Dr. Michelle Andreas reported that Review Committees for each of the probationary faculty have completed their activities and prepared final committee reports, which were reviewed by the Board prior to the March Board meeting. In addition, the Board reviewed the reports during an earlier executive session and had discussions with each of the faculty members. The Board considered tenure for third-year probationers and contract renewals for first-year and second-year probationers. Probationary faculty members include the following:

Third Year

Sidnee-Marie Dunn, Chemistry

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

**Off-cycle; probationary review for May/June*

It was moved by Trustee Mah and seconded by Trustee Davis **THAT THE BOARD OF TRUSTEES, AFTER GIVING REASONABLE CONSIDERATION TO THE RECOMMENDATION OF THE PROBATIONARY REVIEW COMMITTEE AND REVIEWING THE TOTALITY OF INFORMATION, GRANT TENURE TO SIDNEE-MARIE DUNN, CHEMISTRY PROFESSOR. THE MOTION CARRIES.**

It was moved by Trustee Fuller and seconded by Trustee Mah **THAT THE BOARD OF TRUSTEES, AFTER GIVING REASONABLE CONSIDERATION TO THE RECOMMENDATION OF THE PROBATIONARY REVIEW COMMITTEE AND REVIEWING THE TOTALITY OF INFORMATION, GRANT TENURE TO SHELLEY HORN, MEDICAL ASSISTING PROFESSOR. THE MOTION CARRIES.**

It was moved by Trustee Davis and seconded by Trustee Mah **THAT THE BOARD OF TRUSTEES, AFTER GIVING REASONABLE CONSIDERATION TO THE RECOMMENDATION OF THE PROBATIONARY REVIEW COMMITTEE AND REVIEWING THE TOTALITY OF INFORMATION, GRANT TENURE TO DANIEL MAIN, WELDING PROFESSOR. THE MOTION CARRIES.**

It was moved by Trustee Davis and seconded by Trustee Mah **THAT THE BOARD OF TRUSTEES, AFTER GIVING REASONABLE CONSIDERATION TO THE RECOMMENDATION OF THE PROBATIONARY REVIEW COMMITTEE AND REVIEWING THE TOTALITY OF INFORMATION, GRANT TENURE TO MELISSA NIVALA, MATHEMATICS PROFESSOR. THE MOTION CARRIES.**

It was moved by Trustee Fuller and seconded by Trustee Clarkson **THAT THE BOARD OF TRUSTEES, AFTER GIVING REASONABLE CONSIDERATION TO THE**

RECOMMENDATION OF THE PROBATIONARY REVIEW COMMITTEE AND REVIEWING THE TOTALITY OF INFORMATION, GRANT TENURE TO SARAH PATTERSON, WELDING PROFESSOR. THE MOTION CARRIES.

It was moved by Trustee Mah and seconded by Trustee Fuller **THAT THE BOARD OF TRUSTEES, AFTER GIVING REASONABLE CONSIDERATION TO THE RECOMMENDATION OF THE PROBATIONARY REVIEW COMMITTEE AND REVIEWING THE TOTALITY OF INFORMATION, GRANT TENURE TO CHARLES (CHIP) SCHOOLER, INSTRUMENTAL ENSEMBLE/MUSIC HISTORY PROFESSOR. THE MOTION CARRIES.**

Second Year

Liza Brenner, Art
Kathleen Ensenat, Physics
Tim Madeley, Accounting
Liza Rendon, Psychology
Melanie Shelton, Baking & Pastry Arts
Alexander Wittmann, Automotive
Bin Zhang, Communications

It was moved by Trustee Clarkson and seconded by Trustee Davis **THAT THE BOARD OF TRUSTEES, AFTER GIVING REASONABLE CONSIDERATION TO THE RECOMMENDATION OF THE PROBATIONARY REVIEW COMMITTEES AND REVIEWING THE TOTALITY OF INFORMATION, DIRECT THE PRESIDENT TO GIVE NOTIFICATION OF CONTRACT RENEWAL EFFECTIVE WITH THE 2017-2018 CONTRACT YEAR TO: LIZA BRENNER, ART PROFESSOR; KATHLEEN ENSENAT, PHYSICS PROFESSOR; TIM MADELEY, ACCOUNTING PROFESSOR; LIZA RENDON, PSYCHOLOGY PROFESSOR; MELANIE SHELTON, BAKING & PASTRY ARTS PROFESSOR; ALEXANDER WITTMANN, AUTOMOTIVE PROFESSOR; AND BIN ZHANG, COMMUNICATIONS PROFESSOR. THE MOTION CARRIES.**

First Year

Chad Bacon, Advanced Computer Manufacturing
Michael Gray, Film
Sandra Guth, Transition Studies
Parakh Hoon, Political Science
John Lehrack, Music
Lauren Love, Drama
Scott McLean, Culinary Arts
Kate Walton-Elliott, Nursing
Amy Warrens, Office Administration
Amanda Ybarra, Sociology

It was moved by Trustee Clarkson and seconded by Trustee Davis **THAT THE BOARD OF TRUSTEES, AFTER GIVING REASONABLE CONSIDERATION TO THE RECOMMENDATION OF THE PROBATIONARY REVIEW COMMITTEES AND REVIEWING THE TOTALITY OF INFORMATION, DIRECT THE PRESIDENT TO GIVE NOTIFICATION OF CONTRACT RENEWAL EFFECTIVE WITH THE 2017-2018**

CONTRACT YEAR TO CHAD BACON, ADVANCED COMPUTER MANUFACTURING PROFESSOR; MICHAEL GRAY, FILM PROFESSOR; SANDRA GUTH, TRANSITION STUDIES PROFESSOR; PARAKH HOON, POLITICAL SCIENCE PROFESSOR; JOHN LEHRACK, MUSIC, PROFESSOR; LAUREN LOVE, DRAMA PROFESSOR; SCOTT MCLEAN, CULINARY ARTS PROFESSOR; KATE WALTON-ELLIOTT, NURSING PROFESSOR; AMY WARRENS, OFFICE ADMINISTRATION PROFESSOR; AND AMANDA YBARRA, SOCIOLOGY PROFESSOR. THE MOTION CARRIES.

BUILDINGS AND GROUNDS No Report.


BUDGET AND FINANCE No Report.

COMMENTS FROM INDIVIDUAL MEMBERS OF THE BOARD OF TRUSTEES

- Trustees congratulated the faculty members that were awarded tenure and reached quite a milestone.
- Trustees congratulated the Men's Basketball Team for winning the NWAC West Region crown.
- Trustee Clarkson invited everyone to watch "An Evening with Chopin" on March 25 and view the artwork in the Gallery.

EXECUTIVE SESSION None.

ADJOURNMENT 4:55 p.m.



JUDY HARTMANN, BOARD CHAIR
SOUTH PUGET SOUND COMMUNITY COLLEGE



TIMOTHY STOKES, SECRETARY
SOUTH PUGET SOUND COMMUNITY COLLEGE