

**South Puget Sound Community College
BOARD OF TRUSTEES
REGULAR MEETING
MINUTES
Tuesday, January 9, 2018
Building # 25 – Boardroom
South Puget Sound Community College
2011 Mottman Road, S.W.
Olympia, WA 98512-6292**

CALL TO ORDER

Board Chair Leonor Fuller called the meeting to order at 2:32 p.m.

ROLL CALL

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

EXECUTIVE SESSION

At 2:32 p.m. Chair Fuller 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 3:15 p.m.

RECONVENE REGULAR MEETING

The executive session concluded at 3:15 p.m., and the regular meeting reconvened at 3:15 p.m. Board Chair Fuller reported no action was taken during the executive session.

APPROVAL OF CONSENT AGENDA

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

A. ADOPTION OF MINUTES

- December 12, 2017 regular board meeting
- December 12, 2017 special board meeting

B. MEETINGS AND CONFERENCES

- ACT Winter Legislative Conference, January 22-23, 2018, Olympia

C. ANNOUNCEMENTS

- Faculty Tenure Reception, March 13, 2018, 4:30 p.m., Building 25-

1st Floor

- All-Washington Academic Team Ceremony, March 22, 2018, 12:00-2:00 p.m., Student Union Building

D. DATE OF THE NEXT BOARD MEETING

Regular Meeting

February 13, 2018

3:00-4:30 p.m.

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SPECIAL INTRODUCTIONS

- The Men's Basketball Team and Head Coach Aaron Landon, were present for introductions.
- The (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 Sayda Kong, the Board's nominee for the 2018 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 – Trustee Clarkson reported the following:
 - Highlights from the Foundation annual retreat on January 9, 2018:
 - Revised Mission: Engage community and build resources to support success for all students.
 - Two new committees: Board Governance (focus on board member recruitment, education, bylaws and policies); and Hosting Committee (focus on creating opportunities to engage the community on campus).
 - The Martin Luther King Banquet is on January 13, 2018.
 - 2017 Foundation report card:
 - 311 scholarships awarded, \$525,835
 - 252 annual scholarships (35 of which are new in 2017)
 - 94 endowed scholarships plus 9 faculty/trustees/classified endowments (9 of which are new in 2017)
 - Clipper Scramble revenue: \$76,300; The Experience revenue: \$460,000
 - 2017 total revenue: \$1,355,000 (45% over last year)
- Trends in Higher Education – Trustee Davis had no report.

- ACT Legislative Action Committee (LAC):
 - Trustee Fuller reported the following:
 - The 2018 Legislative session started on January 8. The ACT sent trustees links to resources to assist with legislative efforts.
 - The Governor released his budget on December 15. Some highlights of his budgetary proposals include:
 - Operating budget – New investments focused primarily on K-12 system and meeting the Supreme Court's mandate in the McCleary case; Higher Education received funding for the Opportunity Scholarship program and Guided Pathways, but the \$9 million compensation shortfall was not funded.
 - Capital Budget – Proposed the full \$4.5 billion capital budget; does not account for the increase in costs incurred due to failure to pass a capital budget last session; authorized all the alternative financing requests including the two projects for SPSCC.
 - Trustee Hartmann reported the following:
 - The Capital Budget is still “mired” with the conversation about the Hirst water rights.
 - The State Board put together the system's Long-Term Strategic Advocacy Task Force. Three representatives from SPSCC are Dr. Stokes, Trustee Hartmann, and student Daniela Suarez, Senator of Legislative Affairs. Their long-term goal is to position ourselves for the long-term for financial and other support for our system so we get the resources we need. It is a comprehensive project, with research involved and consultants to assist.
- Budget and Finance – Trustee Mah had no report.

REPORT FROM THE COLLEGE PRESIDENT

- ASB President Ashleigh DeBuse reported the following:
 - They have a full S&A Budget Committee, and their work is underway.
 - They also now have a full Campus Activities Board.
 - Daniela Suarez, Senator of Legislative Affairs, has started her 2018 legislative internship with the State Board and has been testifying in support of fully funding the State Need Grant.
 - They continue to encourage students to write to their legislators about the Capital Budget.
 - Food Pantry Coordinator, Madelyn Olson, reported that as of January 2 re-opening for winter quarter, they have served 119 individuals. She thanked Chair Fuller for coordinating and facilitating the baby drive that produced over 150 baby items.
- Yvonne Fish, Math Professor and Faculty Senate President, reported the following:
 - The Faculty Senate meeting is scheduled on January 19. The Senate and Faculty Union decided to overlap their meetings for better communication.
- Dr. C.J. Dosch, English Professor and Faculty Union President, reported the

following:

- Elections were held in December for Faculty Union officers.
- He recognized Annamary Fitzgerald for all her work as Faculty Union President.
- Contract negotiations open in January.
- Local level: focus on negotiations; state level: focus on Senate bill changes for negotiations and bargaining; and national level: focus on changes coming through the Supreme Court.
- Dr. Stokes reported the following:
 - Winter Quarter 2018 Enrollment Update: State enrollment down 3.4%, Running Start (RS) enrollment up 6.5%, International enrollment 83 FTE compared to 90 last year, making the overall enrollment down by 4% as of the 5th day of winter quarter. The college projected 5% decrease in State and flat for RS, so we are still within our budget projections.
 - Brewing & Distilling Update: Al Brown and Laura Price have been working on lease negotiations with DES. The facility will be substantially completed by September and the projected start date for the Brewing & Distilling Program will be fall 2018.
 - He noted other information located in the board binders:
 - President's Outreach Activities List
 - Personnel Update

INFORMATIVE REPORT

Strategic Plan--Core Theme #1

Dr. Dave Pelkey, Vice President for Student Services, presented an update on Core Theme #1: Expand Student Retention and Completion. He noted that the report has preliminary data as they are awaiting the State Board's updated data with which to compare the college data. The preliminary information shows dips in data, down 3-4%, but from the data sample, this can be a very small number of students (7-8).

The following are the Strategic Objectives and Indicators of Achievement for Core Theme #1:

- Strategy: Increase student retention
 - Fall-to-fall retention; Student Achievement Indicator (SAI) retention point; SAI: Points per student
- Strategy: Support student completion
 - 3-year graduation and transfer-out rate; SAI: 45 point to completion point transition
- Strategy: Engage students
 - SAI: total points; Support for Learners, Student Effort
- Fall-to-Fall Retention (Full-time and Part-time): FT cohort--down 3%; Trending in the last 3 years between 65%-63%; PT cohort--down 6%; Underrepresented students in the PT cohort had a 50% retention rate compared to Caucasian students with a 42% retention rate.

- Quarterly Retention Rates: (2016) Fall--100% cohort; Winter--88.9%; Spring--82.9%. Positive trend: from 2013--steady growth in retention rate for spring quarter (usually a term where you see reductions in many colleges).
- Retention and Progression (All Students): 65.1% Momentum points--No major shifts, which would suggest that students are being retained at a good rate; 34.9% No Momentum points—SPSCC is staying in the 32-34% range, down 2% (not statistically significant).
- Retention: SAI Points per Student: SPSCC continues at 2.02, above the State's 1.71 average and continues to be 8th in the State in SAI points per student.
- Completion: 30 to 45 College-Level Credits: (2015) 28.8%, (2016) 29.3%; 45 Credits to Completion: (2015) 42.7%, (2016) 40.9%.
- Completion: 3-Year Graduation Rate: Compared to State and National graduation rates, SPSCC is trending up: (2012) 31%; (2013) 34%; (2014) 38%.
- Student Engagement--Funding SAI Points: (2016-17) 986 Completion Points, 14,909 Funding Points=15,895 Total Points; 3.3% Share of System Total, positive, steady trend since 2012-13.
- 2017 CCSSE Results: Student Effort--Baseline 50.9, (2016-17) 48.8, Mission Fulfillment 45.0; Support for Learners--Baseline 43.4, (2016-17) 48.2, Mission Fulfillment 45.0.

He also reviewed the 2017-18 Operational Plan Strategies that support the work in Core Theme 1.

POLICY

2019-2020 College Instructional Calendar

Dr. Kevin Asman, Dean of Natural & Applied Sciences, presented the information on two proposals for the Instructional Calendar for 2019-2020.

Proposal 1 academic calendar:

Kick-Off Week - September 16-20

Fall Qtr - September 23 (M) - December 16 (M)

Winter Break - December 17 - January 1

Winter Qtr - January 2 (Th) - March 25 (W)

Spring Break - March 26 - April 3

Spring Qtr - April 6 (M) - June 23 (Tu)

Proposal 2 academic calendar:

Kick-Off Week - September 16-20

Fall Qtr - September 23 (M) - December 16 (M)

Winter Break - December 17- January 3

Winter Qtr - January 6 (M) - March 27 (F)

Spring Break - March 30 - April 3

Spring Qtr - April 6 (M) - June 23 (Tu)

The results of faculty voting favors the 2019-2020 Instructional Calendar Proposal 2,

which was recommended for Board consideration and adoption.

It was moved by Trustee Mah and seconded by Trustee Hartmann, **THAT THE BOARD ADOPT THE 2019-2020 Instructional Calendar Proposal 2 AS PRESENTED IN TAB 3. MOTION CARRIES.**

BUILDINGS AND GROUNDS

Health & Wellness Center

Al Brown, Vice President for Administrative Services, distributed copies of the Health & Wellness Facility Work Plan provided by the KMB Architects, which includes the following draft project timeline:

- 2/2018-12/2018: schematic design, design development, construction documents, bidding, and DES contract
- 2/2019-4/2020: 14-month construction phase from "notice to proceed" to "substantial completion"

BUDGET AND FINANCE No Report.

COMMENTS FROM INDIVIDUAL MEMBERS OF THE BOARD OF TRUSTEES

- Trustee Mah noted that he will be participating on the panel for ACT's New Trustee Orientation on January 22.

EXECUTIVE SESSION

At 4:42 p.m. Chair Fuller announced that the Board was going into executive session to consider selection of a site or the acquisition of real estate. The executive session was estimated to last less than 10 minutes, and no action would be taken by the Board during the executive session.

The executive session concluded at 4:45 p.m., and no action was taken during the executive session.

RECONVENE REGULAR MEETING

The regular meeting reconvened at 4:45 p.m.

ADJOURNMENT 4:45 p.m.


LEONOR FULLER, BOARD CHAIR
SOUTH PUGET SOUND COMMUNITY COLLEGE


TIMOTHY STOKES, SECRETARY
SOUTH PUGET SOUND COMMUNITY COLLEGE