

**South Puget Sound Community College
BOARD OF TRUSTEES
REGULAR MEETING
MINUTES
Tuesday, November 12, 2019
Building #25 – Boardroom
South Puget Sound Community College
2011 Mottman Road, S.W.
Olympia, WA 98512-6292**

CALL TO ORDER

Board Chair Doug Mah called the meeting to order at 2:34 p.m.

ROLL CALL

Trustee Doug Mah, Trustee Jeff Davis, Trustee Judy Hartmann, and Trustee Steven Drew were present. Assistant Attorney General (AAG) Jean Wilkinson was present.

APPROVAL OF CONSENT AGENDA

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

A. ADOPTION OF MINUTES

- October 8, 2019 regular board meeting

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

- 2020 Graduation: Change from Friday, June 19, 2020 to Saturday, June 13, 2020
- 2021 Graduation: Change from Friday, June 18, 2021 to Saturday, June 12, 2021

D. DATE OF THE NEXT BOARD MEETING

Regular Meeting
December 10, 2019
2:30-4:30 p.m.
Building # 25 - Boardroom
South Puget Sound Community College
2011 Mottman Road, S.W.
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BOARD SPECIAL COMMITTEE REPORTS

- ACT Legislative Action Committee (LAC): Steven Drew; Jeff Davis
 - Trustee Drew reported the following:

- Participants broke out into regional groups and the top three recurring issues from the five groups were: Housing challenges; Eastern Washington colleges wanting to be “revenue neutral—funding with savings;” and nursing parity funding.
 - The SBCTC wants to work more closely with us on legislative priorities, and the SBCTC Board members would like to be invited to CTC meetings.
 - Chair Mah noted that the CTC trustees would like to be consulted with, and apprised of, State Board matters.
- Board Finance Committee: Jeff Davis; Steven Drew
 - There was no meeting and no report.
 - Foundation Board: Judy Hartmann
 - Trustee Hartmann reported the following:
 - The annual Scholarship Reception has been rescheduled from November 12, 2019 to April 28, 2020.
 - Secretary of State Kim Wyman will present our Culinary Program the Combined Fund Drive’s People’s Choice Award in January.
 - Tom Henderson, a Foundation Board member, will receive the *2019 Leadership in Philanthropy: Personal Philanthropy* award from the South Sound Partners for Philanthropy.
 - The Estate of Eva Gordon made unrestricted donations to 17 colleges in the CTC system. SPSCC is one of those colleges receiving \$550,000.
 - Jason Robertson will continue in 2020 as the President of the Foundation’s Board of Directors.
 - Give Local South Puget Sound is hosted by the Community Foundation of South Puget Sound to support non-profits across Thurston, Mason, and Lewis Counties. The College Foundation is one of the possible recipients.
 - Trustee Hartmann also attended the ACT Fall Conference and added to what the other trustees reported earlier:
 - More trustee consultation with regard to the State Board work—this may be a broader issue, but more specifically, the feeling was that there was not much consultation and involvement with the trustees and different constituent groups with regard to the State Board work on the strategic plan and vision statement.
 - Centralia College and Skagit Valley College presidents and trustees presented on Tenure Best Practices.
 - Chair Mah attended the LAC Retreat and the ACT Fall Conference and was one of three panelists on the New Trustee Onboarding.
 - Keynote Speakers included: Sen. Emily Randall, District 26 and Chair of Senate Higher Education & Workforce Development Committee; Rep. Debra Entenman, District 47 and Vice Chair of

Higher Education Committee and Trustee of Renton Technical College

- At the LAC retreat, there was a Q&A with Arlen Harris, SBCTC Legislative Director, about the upcoming legislative session.

REPORT FROM THE COLLEGE PRESIDENT

- Dr. Stokes reported the following:
 - No Reports from: Student Senate, Faculty Union, and Faculty Senate.
 - The Governor's Office will soon be working on our new trustee appointee.
 - Aspen Award Update: For the third time in a row, SPSCC has been named as one of the nation's top 150 community colleges by the Aspen Institute College Excellence Program. Dr. Dave Pelkey, Vice President for Student Services, will lead SPSCC's application to compete for 2021.
 - Dr. Dave Pelkey, Vice President for Student Services, reported that SPSCC is one of the colleges receiving the four pilot grants for the Supporting College Students Experiencing Homelessness Program, based on *SB 5800: Concerning homeless college students*. The grant will help fund the housing portion, hot meal for food insecurities, laundry, computer loan, etc.
 - The Brewing & Distilling project is on time and on budget.
 - We have concerns with OSPI's dual credit recommendation to make dual enrollment programs cost-free (including fees, books, and other direct costs) to students (RS, College in the High School, AP, IB, and CTE).
 - Copies of the October 15 and 29 issues of *The Sounds* and the 2019-20 *Arts & Entertainment* booklet were provided to the trustees.
 - He noted other information located in the board binders:
 - President's Outreach Activities List
 - Personnel Update

STUDY SESSION

NeoGov

Samantha Dotson, Chief Human Resources Officer, reviewed the NeoGov with the Board:

- NeoGov is a human resource applicant tracking software focused on the public sector to find and hire the best candidates nationwide.
- The college initiated online job applications in June 2018.
- Benefits to using NeoGov include: Reduced application intake and review time; Ability to analyze data for compliance reporting; Background check integration to limit negligent hiring; and Substantial increase in applications.
- NeoGov enables the Human Resources Office to access a variety of reports including: demographics, application statistics, applicant by source, cost per hire detail, hiring details by division, recruitment workload, job posting hits, and others.

Emsi Program Demand Gap Analysis

Suzanne Kopan Sakwa and Charles Santos, Emsi representatives, reviewed the Environmental Scan and Program Demand Gap Analysis they completed for SPSCC:

- Environmental Scan is key information on the economic and social structure of a region. This included:
 - Thurston County (jobs, population, residents living and working, largest industry employer, median household income, additional jobs by 2028)
 - Percent job change from 2008
 - Top industry subsectors, by jobs
 - Top industry subsectors, by earnings
 - Percent population change from 2008
- Program Demand Gap Analysis is a comparison of annual regional job openings and program completions. Recommendations were included in the categories:
 - High Demand, Low Supply
 - High Demand, High Supply
 - Low Demand, Low Supply
 - Low Demand, High Supply
- New Program Additions are unmapped occupations with a potential for more skills and training.
 - Many program additions are related to the college's current program offerings, which indicate an opportunity for a curriculum adjustment to better align with the county's labor market demand.

Dr. Stokes noted that this data and information align with our information from our stakeholders and with the Thurston Economic Development Council's industry cluster study. The greatest takeaway from this report is that we need to increase the college-going rate for native Thurston County, and hopefully the Washington College Grant allows us to do that.

EXECUTIVE SESSION

At 4:40 p.m. Chair Mah announced that the Board was going into executive session to discuss with legal counsel agency enforcement actions or litigation or potential litigation. The executive session was estimated to conclude at 5:00 p.m. No action would be taken by the Board during the executive session.

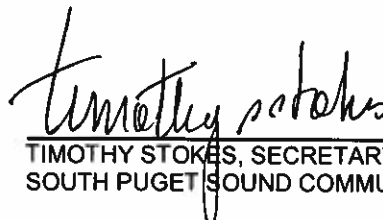
RECONVENE REGULAR MEETING

The executive session concluded at 5:01 p.m., and the regular meeting reconvened at 5:01 p.m. Board Chair Mah reported no action was taken during the executive session.

ADJOURNMENT 5:01 p.m.



DOUG MAH, BOARD CHAIR
SOUTH PUGET SOUND COMMUNITY COLLEGE



TIMOTHY STOKES, SECRETARY
SOUTH PUGET SOUND COMMUNITY COLLEGE