

**South Puget Sound Community College  
BOARD OF TRUSTEES  
REGULAR MEETING  
Tuesday, December 14, 2021  
Building 1-Room 194  
TwinStar Community Foundation Event Center  
4220 6<sup>th</sup> Ave. SE  
Lacey, WA 98503**

The meeting will take place in person with a virtual option. SPSCC is a fully-vaccinated campus. All students, employees, college volunteers, and contractors are required to be fully vaccinated against COVID-19 or properly exempted from vaccination for medical reasons or sincerely held religious beliefs. All in-person attendees at the Lacey Campus must wear a face mask, and maintain social distancing.

Zoom video conference: <https://spscc.zoom.us/j/89259852968> Meeting ID: 892 5985 2968

Zoom phone conference: +1 253 215 8782 US (Tacoma) Meeting ID: 892 5985 2968

**REGULAR MEETING 2:30-4:30 P.M.**

**1. CALL TO ORDER**

**2. ROLL CALL**

**3. APPROVAL OF CONSENT AGENDA**

**A. ADOPTION OF MINUTES (TAB 1)**

- November 9, 2021 regular board meeting
- November 19, 2021 special board meeting (ACT Fall Conference)

**B. MEETINGS AND CONFERENCES**

- ACT *Trustee Tuesday*, December 21, 2021, 8:00–10:00 a.m. (Virtual Conference)
- January 24, 2022 ACT Transforming Lives Awards Dinner, Olympia Hotel at Capitol Lake
- January 25, 2022 ACT Winter Conference, Olympia Hotel at Capitol Lake

**C. ANNOUNCEMENTS**

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

Regular Meeting  
January 11, 2022  
2:30-4:30 p.m.  
South Puget Sound Community College

2011 Mottman Road, S.W.  
Olympia, WA 98512-6292

**E. 2022-2023 BOARD MEETING SCHEDULE (TAB 1A)**

**F. 2022-2023 COLLEGE INSTRUCTIONAL CALENDAR (TAB 1B)**  
(Revised calendar to align with the calendar language  
in the Master Faculty Agreement)

**G. 2023-2024 COLLEGE INSTRUCTIONAL CALENDAR (TAB 1C)**

**4. COMMENTS FROM THE AUDIENCE**

Due to the December 14 meeting taking place both in person and remotely, please email public comments to [dtoledo@spscc.edu](mailto:dtoledo@spscc.edu) by 11:00 a.m. on Tuesday, December 14. Please type "Public Comment" in the subject of your email. Public comments received will be provided to the Trustees and included in the minutes of December 14, 2021 meeting.

**5. BOARD SPECIAL COMMITTEE REPORTS**

- ACT Legislative Action Committee (LAC): Steven Drew, Jeff Davis
- Board Finance Committee: Rozanne Garman
- Foundation Board: Judy Hartmann

**6. REPORT FROM THE COLLEGE PRESIDENT (TAB 2)**

**7. POLICY**

**7.1 Exceptional Faculty Awards – Fall Quarter (TAB 3)**  
**(Board Action Required)**

The Exceptional Faculty Awards Committee reviewed the applications for the Fall Quarter 2021 Exceptional Faculty Awards. Vice President for Instruction Dr. Michelle Andreas will present the committee's recommendation in TAB 3.

**7.2 Bachelor of Applied Science Degree (TAB 4)**  
**(Board Action Required)**

The College seeks Board approval to continue the development of a Bachelor of Applied Science (B.A.S) degree in Craft Beverage Management and Quality Assurance and to begin offering this degree in Fall 2023.

**8. BUILDINGS AND GROUNDS No Report.**

**9. BUDGET & FINANCE**

- 9.1 Quarterly Financial Report and Debt Service Report **(TAB 5)**  
(Board Information – No Board Action Required)  
Vice President for Finance and Operations Dr. Tysha Tolefree will report on the financial operation of the first quarter of the 2021-22 fiscal year and the debt service/capacity.
- 9.2 Excess Operational Reserves Balance **(TAB 6)**  
(Board Action Required)  
Vice President for Finance and Operations Dr. Tolefree will review the Excess Operational Reserves Balance and request Board approval to utilize \$3M in excess reserves for student housing and operations.
- 9.3 Housing Proposal **(TAB 7)**  
(Board Information - No Board Action Required)  
Vice President for Finance and Operations Dr. Tolefree will discuss the College's proposal for investment of Excess Reserves for student housing.
- 9.4 Resolution 21-08: Investment in the LGIP **(TAB 8)**  
(Board Action Required)  
South Puget Sound Community College is currently using the Local Government Investment Pool (LGIP) through the State of Washington's Office of the Treasurer. Due to the retirement of authorized college employees who were responsible for the LGIP, the College needs to re-submit an LGIP Authorization Form with a Board-approved Resolution. Dr. Tolefree will present the Resolution for Board approval.

**10. COMMENTS FROM INDIVIDUAL MEMBERS OF THE BOARD OF TRUSTEES**

**11. EXECUTIVE SESSION**

Under RCW 42.30.110, an executive session will be held for the purpose of considering matters affecting national security; to consider selection of a site or the acquisition of real estate; to consider the minimum price at which real estate will be offered for sale or lease; to review negotiations on the performance of publicly bid contracts; to receive and evaluate complaints or charges brought against a public officer or employee; to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee; to discuss with legal counsel agency enforcement actions or litigation or potential litigation; to plan or adopt the strategy or position to be taken in collective bargaining, negotiations, grievances, or mediation (RCW 42.30.140(4)(a)).

**12. ACTION ITEM FROM EXECUTIVE SESSION**

**13. ADJOURNMENT**