

**South Puget Sound Community College
BOARD OF TRUSTEES
REGULAR MEETING
MINUTES
Tuesday, January 11, 2022
Building 1-Room 194
TwinStar Community Foundation Event Center
4220 6th Ave. SE
Lacey, WA 98503**

The meeting took place in person with a virtual option while complying with government restrictions on public gathering due to COVID-19 health risks.

CALL TO ORDER

Board Chair Jeff Davis called the meeting to order at 2:30 p.m.

ROLL CALL

Attending in person: Trustee Jeff Davis, Trustee Doug Mah, Trustee Steven Drew, and Trustee Judy Hartmann were present. Trustee Rozanne Garman attended virtually. Elizabeth McAmis, Assistant Attorney General (AAG), Education Division, attended virtually.

APPROVAL OF CONSENT AGENDA

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

A. ADOPTION OF MINUTES

- December 14, 2021 regular board meeting
- ACT Legislative Action Committee Retreat/*Trustee Tuesday*, December 21, 2021, 8:00–10:00 a.m.

B. MEETINGS AND CONFERENCES

- ~~January 24, 2022 ACT Transforming Lives Awards Dinner, Olympia Hotel at Capitol Lake~~ (In-person awards recognition cancelled)
- January 25, 2022 ACT Winter Conference, ~~Olympia Hotel at Capitol Lake~~ (Virtual)
- February 6-9, 2022, ACCT National Legislative Summit, Washington D.C.

C. ANNOUNCEMENTS

D. DATE OF THE NEXT BOARD MEETING

Regular Meeting
February 15, 2022
2:30-4:30 p.m.
Building 1-Room 194

TwinStar Community Foundation Event Center
4220 6th Ave. SE
Lacey, WA 98503

SPECIAL INTRODUCTION

- 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 board nominates a student from their college. Student Tracy Abesamis, the Board's nominee for the 2022 Transforming Lives Award, was recognized at the board meeting. She was awarded a \$300 bookstore gift card from the Board of Trustees. Trustee Mah noted that because of the generous sponsorship from College Spark Washington, ACT was able to recognize an additional 28 CTC students by their financial award. Tracy was also awarded an ACT certificate and a \$200 check.

Tracy thanked the Board "for always doing the work for the students. It wouldn't be possible for me to be here--thanks for helping me through my academic journey."

COMMENTS FROM THE AUDIENCE

- Due to the changing information related to COVID-19 and the board meeting taking place in person with a virtual option, public comments by email were solicited in advance of the Board meeting. The Board Chair noted that there were no public comments received by email. There were no comments from the audience as well.

BOARD SPECIAL COMMITTEE LIAISON REPORTS

- ACT Legislative Action Committee (LAC): Steven Drew, Jeff Davis
 - Trustee Drew reported:
 - January 10 is the start of the 2022 Legislative Session, and Gov. Inslee released his statement on the first day.
 - Upcoming Committee Hearings and Public Hearings:
 - House College & Workforce Development--Vandana Slatter, Chair and Debra Entenman, Vice Chair.
 - HB 1687 - Enhancing the college bound scholarship program by increasing opportunities for students to attend community and technical colleges.
 - HB 1659 - Making higher education more affordable and accessible for students by bridging the gap between cost and need to reduce barriers, improve opportunity, and advance economic security.
 - HB 1736 - Establishing a state student loan program.
 - HB 1835 - Creating outreach and completion initiatives to increase postsecondary enrollment.
 - House Capital Budget
 - HB 1781 – Concerning the Capital Budget
 - Senate Ways and Means

- Report on alternative methods of prioritizing community and technical college capital project requests.
- Trustee Mah added that the Governor's proposed budget has everything the State Board had asked for. ACT, WACTC, and the State Board sent a letter to the Governor thanking him for his support. Trustee Mah encouraged trustees to thank the Governor and express to legislators their support of the Governor's budget.
- Board Finance Committee: Rozanne Garman
 - Trustee Garman reported:
 - There was no Board Finance Committee meeting.
- Foundation Board: Judy Hartmann
 - Trustee Hartmann reported:
 - As part of the Student Success Campaign, the Inge Marcus family gave the College Foundation \$600,000 and started The Marcus Family Endowment in Nursing.
 - As the CARES Act funding ends, the Foundation is launching a new Emergency Grants application that is easier and faster processing for staff and more accessible to students.
 - After a temporary relocation due to renovation, the Foundation is back in the Dr. Angela Bowen Center for Health Education.

REPORT FROM THE COLLEGE PRESIDENT

Dr. Stokes reported the following:

- The spread of Omicron is concerning. We have new positive COVID cases in students and staff (who have been on campus) and numerous staff and students reporting that they are home sick and waiting for test results or testing appointments. The Executive Team plans to reduce the number of staff working on campus and move some classes to online or hybrid instruction. This will be re-assessed after February 11. If the College continues virtual, the February 15 Board of Trustees meeting will also be virtual.
- Winter Enrollment Update: Down by 8.5%, which results in a revenue shortfall of \$750,000-\$800,000 for this quarter. The College has \$2.5M CARES funds to backfill lost revenue. Next year's budget will not be as big as this year's budget. We're working on budget development for the 2022-23 academic year, with reductions likely in operations and administration.
- He noted the Capital Facilities Update and the President's Outreach & Advocacy List that were mailed to the trustees.

8. STUDY SESSION 3:15-4:30 P.M. (Information – No Board Action Required)

- Rip Heminway, Executive Technology Officer, provided a ctcLink project update. The ctcLink project affects all aspects of college operations, provides online access to college information and systems, and integrates platforms across all Washington community and technical colleges. He gave kudos to

Missy Yates, ctcLink Project Manager, for all her work on the project and coordination with the State Board. He discussed the following:

Project Highlights:

- We now have much more than 395 staff training hours completed as we have started doing User Acceptance Testing (UAT)
- 620 Business process maps built, reviewed and approved
- 75 Staff members actively involved in workflow testing
- 181 Completed tests
- 76% Security matrix mapping work completed
- 38 Supplemental (third party) systems evaluated for future use/integration
- Our Deployment Group 6 (DG6) kicked off October 2020 and continues its work through our Go-Live date of May 9, 2022. Project Period is the implementation phase and the support maintenance phase is the Stabilization Period and Optimization Period. The majority of the work happens after the Go-Live date.

Impacts and Challenges:

- Transition Costs and Change Management
- We are building a Security Management and Approval Application. ctcLink, as opposed to Legacy, is a much more integrated system and the roles and access for regular users is much more complex and spans all aspects of the college and also spans the entire college system. Our college has two security analysts.
- Staff Fatigue, Turnover
- Third-Party Application Integrations (Compass/Starfish, Canvas, Radius, etc.)
- Training and End-User Support

Benefits:

- Integrated Administrative Workflows
 - Improved Student Experience
 - More Accessible and Enhanced Personalization
 - Opportunity to Leverage Better Data for Reporting
 - Reduction of Existing Technical Debt
- Parfait Bassalé, Executive Diversity Officer, reviewed the outcomes for IGNITE (on its 4th year) and Black Scholars Programs (on its 2nd year).

He introduced student Daphne Rasche, who talked about her experience as a student taking advantage of the opportunities offered through the IGNITE Program and her experience as a Peer Mentor. She appreciates the sense of inclusion and belonging, and “a school family that supports” her. She encouraged getting the word out earlier about these programs for the benefit of students. Parfait also gave kudos to Quinton Neal, DEIC Assistant Director, “for doing a lot of work operationally.”

- “*IGNITE* helps students who are low income, students of color, students with a disability, and students whose parents did not go to college, by offering a community and support services to get through college and graduate.”
- “The *Black Scholars Program* helps Black and African American students get through college and graduate by offering mentorship, community, and support services tailored to unique needs around racial identity.”

They started the *IGNITE* Program first--a broader program with a simple criteria. After about a year of *IGNITE* and review of the data, it was clear that the demographic group that was struggling the most at the college with regards to completion and retention was the Black and African American group. They decided to be more focused in their intervention strategies and started the *Black Scholars Program*. Twice as many students participate in the *IGNITE* Program as the *Black Scholars Program* (about 70:35/annually).

Outcomes:

- First quarter retention is 15 points higher for *IGNITE* students compared to non-*IGNITE* students and 10 points higher for *Black Scholar* students compared to non-*Black Scholar* students.
- Fall-to-fall retention is significantly higher for *IGNITE* students compared to non-*IGNITE* students. There is no measurable difference between *Black Scholar* students and non-*Black Scholar* students.
- *IGNITE* students transitioning to the first 15 college-level credits is significantly higher than non-*IGNITE* students and the strategic plan indicator.
- *Black Scholar* students transitioning to the first 15 college-level credits is higher than non-*Black Scholar* students but not significantly. *Black Scholar* students are transitioning at a significantly higher rate than the general population measured in the strategic plan.
- The percent of *IGNITE* students who transition to 45 college credits is slightly higher, but generally comparable to non-*IGNITE* students and the strategic plan indicator.
- Six *Black Scholar* students entered the year with 30 college-level credits, 3 of those completed the 45 college-level SAI point. The percent of *Black Scholar* students who transition to 45 college credits is slightly lower and generally comparable to non-*Black Scholar* students and the strategic plan indicator.
- Supports to complete college-level math in year 1 for *IGNITE* students and non-*IGNITE* vulnerable populations is necessary.
- Year 1 math is significantly stronger for *Black Scholar* students than non-*Black Scholar* students. Supports to complete college-level math in year 1 for African American/*Black* students is necessary.

POLICY No Report.

BUILDINGS AND GROUNDS No Report.

BUDGET & FINANCE No Report.

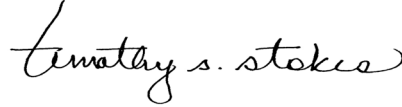
COMMENTS FROM INDIVIDUAL MEMBERS OF THE BOARD OF TRUSTEES

- Trustee Garman thanked both Parfait and Rip for their Study Session presentations.

ADJOURNMENT 4:16 p.m.



JEFF DAVIS, BOARD CHAIR
SOUTH PUGET SOUND COMMUNITY COLLEGE



TIMOTHY STOKES, SECRETARY
SOUTH PUGET SOUND COMMUNITY COLLEGE

