

**South Puget Sound Community College
BOARD OF TRUSTEES
REGULAR MEETING
Tuesday, September 12, 2023
Building 25-Boardroom
South Puget Sound Community College
2011 Mottman Road, S.W.
Olympia, WA 98512-6292**

(If you require special accommodations during your attendance at the Board meeting,
contact Diana Toledo at 360-596-5206 at least one day before the scheduled meeting.)

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)

- June 13, 2023 regular board meeting
- July 18, 2023 special board meeting

B. MEETINGS AND CONFERENCES

- ACT Trustee Tuesday, September 12, 2023, 8:00-9:00 a.m., virtual
- ACCT Leadership Congress, October 9-13, 2023, Las Vegas, NV
- ACT Fall Conference, November 16-17, 2023, Seattle, WA

C. ANNOUNCEMENTS

D. DATE OF THE NEXT BOARD MEETING

Regular Meeting
October 17, 2022
2:30-4:30 p.m.
South Puget Sound Community College
2011 Mottman Road, S.W.
Olympia, WA 98512-6292

E. CCE CONTRACT (TAB 1A)

- October 2022: Board approved Policy 108: Function, Purpose, and

Authority of the Board of Trustees -- K. To enter into expense contracts in excess of \$500,000 and revenue contracts in excess of \$1,000,000 for Corporate & Continuing Education (CCE).

- November 2022: Board decided that approval for future contracts over \$1M will be added as an item under the Consent Agenda.
- September 2023: Contract: State of Washington Department of Social and Health Services (DSHS) DVR Division.
Board approval of the Consent Agenda will indicate Board approval of the contract in excess of \$1M.

F. PRESIDENT'S CONTRACT

At the July special meeting Executive Session, the Board continued its assessment and evaluation review of the president and his contract. The trustees were in agreement that this has been an exceptional year for the college, and Dr. Stokes was an important part of that. After reconvening the special meeting, the Board took the following action:

It was moved by Trustee Mah and seconded by Trustee Drew **THAT THE BOARD OF TRUSTEES, AFTER HAVING COMPLETED AN ANNUAL AND THOROUGH ASSESSMENT OF THE COLLEGE PRESIDENT'S PERFORMANCE AND REVIEW OF HIS EMPLOYMENT CONTRACT, OFFER DR. TIMOTHY STOKES A ONE-TIME \$30,000 CONTRIBUTION TO THE PRESIDENT'S SUPPLEMENTAL RETIREMENT CONTRIBUTION FOR RETENTION PURPOSES, TO BE ADDED TO HIS CURRENT \$10,000 ANNUAL CONTRIBUTION, AND THAT THIS OFFER BE PLACED ON THE SEPTEMBER 2023 BOARD MEETING AGENDA FOR FINAL CONSIDERATION AS A CONSENT AGENDA ITEM.**

Board approval of the Consent Agenda will indicate Board approval of the addendum to the president's employment contract.

4. COMMENTS FROM THE AUDIENCE

5. BOARD SPECIAL COMMITTEE REPORTS

- ACT Legislative Action Committee (LAC): Trustee Doug Mah-primary; Trustee Steven Drew-secondary
- Board Finance Committee: Trustee Jeff Davis-primary; Trustee Steven Drew-secondary
- Foundation Board: Trustee Judy Hartmann-primary; Trustee Rozanne Garman-secondary
- Ad-Hoc Governance Committee: Trustee Judy Hartmann-member; Trustee Doug Mah-member; and Dr. Stokes-member.

6. REPORT FROM THE COLLEGE PRESIDENT

(TAB 2)

7. INFORMATIVE REPORT No Report.

8. POLICY

8.1 Corporate & Continuing Education Contracts

Given the amount of amended contracts with expense values exceeding \$1M, Dr. Tysha Tolefree, Vice President for Finance and Operations, will lead a discussion to determine what level of authority the Board would consider delegating for CCE contracts. Related Board policies (Policy 108: Function, Purpose, and Authority of the Board of Trustees; Policy 110: Delegation of Authority to the President) will be updated and presented to the Board for consideration in October.

9. BUILDINGS AND GROUNDS No Report.

10. BUDGET AND FINANCE

10.1 FYE23 Reserves Report

(TAB 3)

(Information – No Board Action Required)

Dr. Tysha Tolefree will report on the FYE23 Reserves.

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 4:30 P.M.

**ADDENDUM
BOARD OF TRUSTEES
September 12, 2023**

11. EXECUTIVE SESSION (CLOSED) – 4:30-5:00 P.M.

The Board is going into Executive Session: to consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price.

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)).