

**South Puget Sound Community College
BOARD OF TRUSTEES
REGULAR MEETING: STUDY SESSION
MINUTES
Tuesday, May 14, 2024
Building 25-Boardroom
South Puget Sound Community College
2011 Mottman Road, S.W.
Olympia, WA 98512-6292**

CALL TO ORDER

Board Chair Rozanne Garman called the meeting to order at 2:00 p.m.

ROLL CALL

Trustee Garman, Trustee Doug Mah, Trustee Judy Hartmann, and Trustee Steven Drew were present. Trustee Jeff Davis was absent. Justin Kjolseth, Assistant Attorney General (AAG), Education Division, was present.

EXECUTIVE SESSION

At 2:00 p.m. Board Chair Garman 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 conclude at 2:30 p.m. unless otherwise extended at that time. No action was taken by the Board during the Executive Session.

RECONVENE REGULAR MEETING

The regular meeting reconvened at 2:30 p.m. Board Chair Garman noted that the Board was in Executive Session to review the performance of public employees.

Chair Garman announced that there was a sign-up sheet for anyone who would like to provide public comments.

APPROVAL OF CONSENT AGENDA

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

A. ADOPTION OF MINUTES

- April 9, 2024 regular board meeting

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

- 2024 Commencement Ceremony, June 15, 10:00 a.m., The Evergreen State College's Red Square

D. DATE OF THE NEXT BOARD MEETING

Regular Meeting

June 11, 2024

2:30-4:30 p.m.

South Puget Sound Community College

2011 Mottman Road, S.W.

Olympia, WA 98512-6292

PUBLIC COMMENTS

Chair Garman announced, "Board Policy 105 (*Meetings*) allows for oral comments or questions by members of the public on any matter relevant to its responsibilities and duties in the operations of the college. Consistent with this policy, comments may be limited to three minutes per person. The board is here to listen and typically does not respond and/or engage in public comments. We will now hear from individuals who wish to comment."

Rae Watkins, Associated Student Body President, provided some comments:

"In the interest of bettering the students' experience, we stand in solidarity and support of salary and base pay increases for all our faculty and staff, particularly in light of our recent renomination for the Aspen Prize for 2025. Our students have top ten faculty and we learn best when our instructors are compensated proportionately to this demonstrated skill.

In the interest of amplifying student voices and befitting our schoolwide goals as according to our advertising and bylaws, we have mentioned approaching the esteemed board this Spring with a proposal to invoke RCW 28B.50.102. In tandem with several other two- and four-year colleges, our students are continuing to develop this proposal.

Governor Inslee has also indicated his interest when approached with this idea.

In conclusion, I'd like to mention that, as recorded in their legacy documents, the 2016-17 Student Senate met with Board members to discuss student initiatives. The students of SPSCC would love to continue this, with a celebratory dinner of student representatives from various campus groups and our current board. Students have been asking to bridge gaps between themselves and their executive leadership, and this would stand as an enormous gesture of solidarity and valuing students voices. More details could be arranged given interest."

There were no other comments.

BOARD SPECIAL COMMITTEE LIAISON REPORTS

- ACT Legislative Action Committee (LAC): Trustee Doug Mah-primary; Trustee Steven Drew-secondary
 - Trustee Mah reported that the State Board is working on legislative priorities for the CTC system. The Board of Trustees and the executive team have been providing comments and input to that process. The Association of College Trustees (ACT), as well as the State Board, placed an emphasis to get upfront input from trustees earlier in the process, so it is going well. The priorities are still in draft form and working their way through the State Board's process.
 - Dr. Stokes, Trustee Drew and Trustee Mah attended the ACT Spring Conference in early May. Trustee Mah facilitated two panels on Pathways and Perspectives: The Voice of the Students (with students) and The Vision and Reality (with presidents).
 - Trustee Mah finishes his work with the ACT this year, where he has served as the past president, president, president-elect and treasurer.

- Board Finance Committee: Trustee Jeff Davis—primary; Trustee Steven Drew—secondary
 - Trustee Drew reported that the Board Finance Committee met to review the financial reports that Dr. Tolefree would later present under Budget and Finance.
- Foundation Board: Trustee Judy Hartmann-primary; Trustee Rozanne Garman-secondary
 - Trustee Hartmann noted that her comments would be few as the Foundation annual report to the Board of Trustees would be provided later in the meeting. She shared that she enjoyed another year of being the Board of Trustees liaison with the Foundation Board. She reminded them that a few months ago she reported on the Foundation Board’s “audacious” vision/mission, and it is through world-class fundraising and community engagement that every student receives a high-quality, inclusive education.

REPORT FROM THE COLLEGE PRESIDENT

Report from the College President:

- Dr. Stokes called on Carlea McAvoy, Mathematics Professor and Faculty Union President, who reported:
 - That she has been benefiting from being a member of the Union since 1992 and this is the first year she has stepped into a leadership role.
 - As a result of Instruction’s visioning events, the Dental Assisting program has been condensed from five to three quarters. This change keeps up with other local programs to increase enrollment and increase retention. They spent time restructuring the program to make it just as effective in a shorter time. They are awaiting accreditation from CODA.
 - Andy Leiren, Cybersecurity and Network Administration Professor, reported that their department works very hard in documenting how they align with national standards. In September of 2023 they were designated as a National Center of Academic Excellence in Cyber Defense by the National Security Agency. He attended the annual CAE Symposium where they awarded the certificate.
- Dr. Stokes called on Rae Watkins, ASB President, who reported:
 - The student survey ends on May 17, and the results will be presented at the student/executive leadership session.
 - Good news that the Tutoring Program hours have been extended for a full year, and our coffee shop has seen increased visits.
- Dr. Stokes called on Jason Salcedo, English Professor and Faculty Senate Coordinator, who reported:
 - There will be some turnover in Senate leadership in June. They have been working with people who are interested in being on the Senate, having that voice, and serving their colleagues in that way.
 - The Senate has been instrumental behind the scenes, supporting students

and their efforts to draw upon a wider sample of their fellow students for the student survey.

- They have been trying to build more collaborations with different departments on campus.
- All-WA Academic Team highlight: Richard Beckman (ranked 3rd). Age:18; 3.9 GPA; involved in SPSCC's Undergraduate Research program; pursuing a career in engineering; and volunteers at Sound Learning, where he teaches English to Latinx community members.
- Otago has now created an International Partnership Scholarship that was created for SPSCC students. Our students will now receive a scholarship (about \$6,000) upon enrolling at Otago. This equates to roughly 30% of the cost of tuition. Deakin University also offers SPSCC students 20% of their normal international tuition rates (equivalent to about \$4,000).
- We were granted initial accreditation by NACEP (National Alliance of Concurrent Enrollment Partnerships) for our College in the High School program. The initial accreditation lasts four years.
- SPSCC has been selected as a semifinalist for the 2025 Aspen Prize for Community College Excellence. "Based on your college's strong, improving, and equitable retention, graduation, and transfer rates, you are one of 20 community colleges out of over 1,000 nationally that are in the running for the 2025 Aspen Prize." The finalists will be announced in June.
- He noted the President's Outreach/Advocacy/Professional Development List in TAB 2.
- He mentioned that the State Board requests a trustee to do a presentation with them on the role of community college trustees in supporting college change as evidenced by the Guided Pathways work. This will be at the ACCT Leadership Congress-- *Community Colleges as Catalysts: Cultivating Skills for the Future*, in Seattle on Oct. 23-26, 2024.

BUDGET AND FINANCE

Quarterly Financial Report

Dr. Tysha Tolefree, Vice President for Finance and Operations, reported on the 2023-24 third quarter financials:

- The total operating revenues for Q3 ending 3/31/24 was \$45.7M as compared to \$40.2M for FY23 during the same period. The increase of \$5.5M is in large part due to an increase in state allocation, increase in tuition operating fees, and Running Start revenue, offset by negative variance in total transfers.
- The total operating expenses for Q3 ending 3/31/24 was \$31.6M as compared to \$31.1M for FY23 during the same period. The increase of \$1.6M in expenses is in large part due to salaries and wages, equipment, and client services, offset by intra-fund transfers related to non-operating programs/departments and a decrease in professional service contract expenses.
- The operating surplus for FY24 Q3 is \$14.1M as compared to \$9.1M in FY23 for the same period.

- The overall result of the Q3 Non-Operating Accounts is \$17.6M, offset by expenses totaling \$16.6M resulting in a net gain of \$1M. The positive outcome is driven by revenues from CCE and offset by a negative variance in Institutional Support.
- The FY24 Q3 results indicate commendable performance in total operating revenues, and while there is a substantial surplus for Q3, there are several expense increases expected during the fourth quarter.

2024-2025 Operating Budget

Dr. Tysha Tolefree presented the first reading of the FY25 Operating Budget using the reports: FY25 Revenue Projections; FY25 Budget Development Guiding Principles; Executive Team Budget Deliberations for FY25 (Initiatives Funded in FY25 and Staffing); and Approved New Equipment for FY25 Budget.

Key highlights of Legislative Session Outcomes for the FY25 Budget Development:

- Tuition rate: (Operations, Building, Student & Activities Fees) will increase by 3%
- Running Start Program rates: will increase by 2%
- Non-resident tuition rate: will increase by 3%
- State Allocation (Operating Budget, Provisos, and Earmarks for SPSCC): will increase by 4% over FY24 initial projection (revised FY24 budget in March 2024)
- COLA increases fully funded: faculty 5.834%; exempt/non-represented 3%; classified 3%
- Employer-paid monthly healthcare contributions per eligible employee: increased to \$1,170, up from \$1,145 – 2% increase

College Enrollment and FY25 Revenue Projections:

- Anticipating continued growth of 2% in state tuition and Running Start enrollments; and a 1% increase in non-resident tuition fee enrollment
- State tuition and Running start fees equate to 41% of our projected revenue, while the state allocation reflects 54%
- \$130K increase in other revenues largely due to rent income from our new tenant and minor increases in rental fees due to increased operational costs
- \$114K increase in transfers, largely related to reserves that will be used to cover one-time operational expenses

Dr. Stokes noted that the Board can anticipate a reserve request for the college to do some major infrastructure investments (i.e., on deferred maintenance on our HVAC system, etc.).

Board Chair Garman thanked Dr. Tolefree for her in-depth presentation of the first reading of the operating budget and acknowledged all the work the executive team puts in in developing a conservative budget through the years, which allows for the funding of other important items that the college needs.

Budget questions or suggestions should be sent to Dr. Tolefree. She noted that the

second reading of the FY25 Operating Budget would be presented at the June Board meeting for approval.

DIVERSITY, EQUITY, AND INCLUSION No Report.

STUDY SESSION

Foundation Annual Report

On behalf of Annie Iriye, President of the Foundation Board of Directors, Marcus Glasper, Vice President of the Foundation Board of Directors, provided the Foundation Annual Report with Kelly Green, Vice President for Advancement.

- 2023 Financial Overview: \$3.95M Revenue-Cash & Pledged; +\$1.43M Revenue Change from 2022; \$14.9M Endowment Value 12/31/23; +\$3.5M Endowment Value Change from 12/31/22
- Fundraising Highlights: Notable Gifts & Grants: OJ & Mary Christine Harvey Educational Foundation, Estate of Jack Armstrong, League of Women Voters of Thurston County—Gladys Burns, Jim Strong, former SPSCC Faculty
- 2023 College Support: Student Scholarships and Grants \$1.01M; Faculty and Staff Grants \$37,200; Program Funds Used \$123,000; Targeted Impact \$152,600 (included in Scholarships and Grants)
- Completed:
 - Strategic Plan:
 - Mission: The SPSCC Foundation engages the community and builds resources to support successful for all students.
 - Vision: Through world class fundraising and community engagement, every student receives a high-quality, inclusive education.
 - 3 Primary Goals
 - Next Steps: Strategies and tactics within each Strategic Objective; Measures; Identify meaningful measurements, establish baselines
 - Hiring: Amber Wetzel, Director of Strategic Partnerships and Major Gifts; Christine Hoffmann, Director of Development; Promotion: Mary Lou Boles, Program Specialist 3 (Database & Finance Support)
 - Donor Engagement & Relationship Building: 2 House Parties; 30th Annual Clipper Scramble; Fall Tailgate Party; Brunch with a Purpose
- New Members: Megan Mikkelsen; Omey Nandyal; Tom Henderson (returning)
- Foundation Board Work: Recruit 3-5 new members; Work on fees and naming practices; Signature Event & Stewardship Committees; Board & Trustee Reunion
- Foundation Staff Work: Brand Revival; Clipper Scramble; Expand Low Barrier Events; Stewardship and Donor Communication Strategies
- LLC next steps: Percival Creek – support opening of tasting room and sales; Tumwater Falls Lab LLC – establish new LLC and support launch

Student Mental Health

Mental Health Counseling Services faculty members: Ross Artwohl, LICSW; Heather Kranz, LMHC, SUDP; and Sally Sharbaugh, LMHC, presented on the impacts of mental illness on student success and a growing mental health crisis among our student population.

Counselor Ross Artwohl talked about data and provided a foundation for the importance of mental health support to the students to offset the impact of mental health illnesses.

Based on studies and research, mental illness is uniquely disabling (and a threat to student success, GPA, and retention):

- The World Health Organization uses Disability Adjusted Life Years, a measure of disability calculation to determine the prevalence of illness and how disabling the illness is. Mental and substance use disorders disable young and disable until individuals are very old, and they disable more than other conditions. The graph indicates at about 26 years old (the average student age at SPSCC), there is an impact in terms of just disability. Ability is required, especially cognitive ability, to do the work that students need to do, and mental illness uniquely affects that for young individuals.
- In another study, for students who are struggling with a diagnosable depressive episode, they have a .17 drop in GPA, so a student on the 50th percentile is now on the 37th percentile. If you add anxiety to depression, there is a .40 drop in GPA, so a student on the 50th percentile is now on the 23rd percentile.
- Another study shows for every six non-depressed students who drop out, there are ten depressed students who drop out.
- A Mayo Foundation research comparing scans of two individuals learning a math problem, shows the depressed brain is under-functioning compared to the non-depressed brain.
- An empirical finding states the most frequent symptom across every diagnosis of a mental illness is impaired concentration.
- Another study shows a high prevalence (around 37%) of community college students across different racial groups would be screened positive for major depression.

A beta-analysis of major studies looking at how effective therapy is for depression, shows that mental health counseling is very effective.

Counselor Sally Sharbaugh reported that they, as mental health faculty counselors, are grounded and experts in a discipline of applied psychology. While they are faculty counselors who work with faculty in terms of referral and support and getting students to the counselors, they are embedded in Student Services and work with Student Services professionals. This model has allowed them to work across silos to help students and provide mental health counseling to students.

The services they provide include:

- Mental health counseling services for students
- Confidential consultation for staff and faculty
- Troubleshoot for faculty
- Customized classroom instruction
- Campus events and presentations for mental health awareness

Counselor Heather Kranz reported on the Healthy Minds Study:

- SPSCC partnered with University of Michigan to bring the Healthy Minds Study to campus
- Online survey of students to collect data on: prevalence of mental health on campus, knowledge and attitudes about mental health, examination of barriers to mental health service utilization
- Limitation is it excludes students under 18. However, they have identified another data source for those students, the Washington Healthy Youth Survey, which is administered to all high school students in Washington State every two years.
- Study runs April 15-May 13, with results in the fall
 - Data results will help identify areas where students need more support services
 - Develop targeted programs and resources to promote student wellbeing
 - Create a more supportive and inclusive campus environment
- Study will repeat every two years

COMMENTS FROM INDIVIDUAL MEMBERS OF THE BOARD OF TRUSTEES None.

EXECUTIVE SESSION

At 4:35 p.m. Chair Garman announced that the Board was going into Executive Session to plan or adopt the strategy or position to be taken in collective bargaining, negotiations, grievances, or mediation (RCW 42.30.140(4)(a)). The executive session was estimated to conclude in half an hour, unless otherwise extended at that time. The Executive Session was extended to 5:15 p.m. No action was taken by the Board during the Executive Session.

RECONVENE REGULAR MEETING

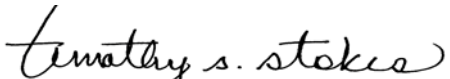
The executive session concluded at 5:15 p.m. and no action was taken by the Board.

ACTION ITEM FROM EXECUTIVE SESSION None.

ADJOURNMENT 5:15 P.M.



ROZANNE GARMAN, BOARD CHAIR
SOUTH PUGET SOUND COMMUNITY COLLEGE



TIMOTHY STOKES, SECRETARY
SOUTH PUGET SOUND COMMUNITY COLLEGE