

**South Puget Sound Community College  
BOARD OF TRUSTEES  
REGULAR MEETING  
MINUTES  
Tuesday, April 13, 2021  
South Puget Sound Community College  
2011 Mottman Road, S.W.  
Olympia, WA 98512-6292**

The meeting took place in a virtual space by video and phone conferencing to comply 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 2:31 p.m.

**ROLL CALL**

Attending by Zoom conferencing: Trustee Jeff Davis, Trustee Doug Mah, Trustee Rozanne Garman, Trustee Drew, were present. Trustee Judy Hartmann was absent. Elizabeth McAmis, Assistant Attorney General (AAG), Education Division, was present.

**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** **(TAB 1)**

- March 3, 2021 special board meetings
- March 4, 2021 special board meetings
- March 9, 2021 board minutes
- ACT *Trustee Tuesday*, March 16, 2021, 8:00-9:00 a.m. (Virtual)

**B. MEETINGS AND CONFERENCES**

- ACT *Trustee Tuesday*, April 20, 2021, 8:00-9:00 a.m. (Virtual)
- ACT Spring Conference, May 18, 2021 (Virtual)
- ACT *Trustee Tuesday*, June 15, 2021, 8:00-9:00 a.m. (Virtual)

**C. ANNOUNCEMENTS**

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

Regular Meeting

May 11, 2021

2:30-4:30 p.m.

South Puget Sound Community College  
2011 Mottman Road, S.W.  
Olympia, WA 98512-6292

**COMMENTS FROM THE AUDIENCE**

- Due to the changing information related to COVID-19 and the board meeting being a virtual meeting, public comments by email were solicited in advance of the Board meeting. The board secretary noted that there were no public comments received by email. There were no comments from the attendees as well.

**BOARD SPECIAL COMMITTEE LIAISON REPORTS**

- ACT Legislative Action (LAC): Steven Drew, Jeff Davis
  - Trustee Drew reported:
    - The CTCs did quite well in the legislative session. In general, we were effective in making the argument that we are part of the recovery and we are serving a constituency most in need as we try to recover from this pandemic, and the Legislature has responded with adequate funding. Our priorities have been incorporated in the capital and operating budgets.
    - Trustee Mah added that everyone is excited to wrap up the 105-day session and anxious to see how they reconcile the operating and capital budgets.
    - Chair Davis and Trustee Mah suggested that with President Biden's stimulus package/infrastructure/workforce development plan, perhaps we can look at skilled workforce education, including labor force for broadband deployment in hard-to-reach communities.
    - Trustee Mah noted the coordinated effort that the SBCTC, trustees, and faculty, staff and students put into the Diversity, Equity, and Inclusion bills. The team approach to the DEI bills highlight the effectiveness of how well the system is when we all work together to advocate for what would be beneficial to our students and the community.
- Board Finance Committee: Rozanne Garman
  - Trustee Garman deferred her report to the Budget and Finance section later in the meeting agenda.
- Foundation Board: Judy Hartmann
  - Chair Davis provided Trustee Hartmann's report:
    - The Student Success Campaign is now over the \$9M mark.
    - The Clipper Scramble will be on June 4 at the Olympia Country and Golf Club. Contact Evan Skytte, Development Director, if you would like to play or volunteer.

Dr. Stokes noted how grateful they are to Trustee Hartmann for her leadership as campaign chair and effective fundraising for the college.

**REPORT FROM THE COLLEGE PRESIDENT**

- No Reports from ASB President and Faculty Union and Senate Presidents.
- Spring Enrollment: Down by 6.5% overall; State down 6%; Running Start up 4%; International down 25%.
- Comprehensive omnibus Bill 5194 passed--key portions for us included DEI work as well as 200 new conversions of part-time to full-time faculty and \$15M new

money in Guided Pathways. Sen. Randall's Bill 5227 passed with diversity training as well as climate assessments at all colleges, funded at \$3.2M. The pilot programs to provide assistance to homeless students passed and on the governor's desk for signature. We have helped 43 students so far. Overall the session was very good to the CTC system.

- Thurston County Public Health and Social Services will be hosting several large-scale drive-thru vaccination clinics on our Olympia campus on April 16-21. About 25,000 vaccinations have been given.
- Trustee Drew noted that under Dr. Stokes' leadership during the pandemic, the college has played an important role in the greater community with the Election and Vaccination Drive-Thrus, and this has a lasting positive effect that serves the institution well.
- Dr. Stokes noted the President's Outreach Activities List and Personnel Update provided to the trustees.

## **POLICY** No Report

## **BUDGET AND FINANCE**

### 2020-2021 Revised Budget

Trustee Garman reported that the Board Finance Committee (Trustee Garman, Dr. Stokes, Al Brown, and including Board Chair Davis for this meeting) met in early April to review the revised Operating Budget for FY21. Trustee Garman and Vice President for Administrative Services Al Brown reviewed the financial reports FY21 Revenue Projections and other financial reports to provide these highlights:

- Operating Budget: The originally-approved FY21 budget anticipated 15% cut in state allocation. The state revenue forecast has since improved and the cut expected in state allocation is now expected to be 5% or less.
- The college has received over \$5.7M in Higher Education Emergency Relief Funds (HEERF).
- Revenue changes:
  - Changed enrollment FTEs from budgeted to actual (and projected for spring)
  - Changed state allocation cut from 15% to 5%
  - Decreased interest income by \$27,000
  - Decreased CCE transfer-in by \$675,000
  - Eliminated the \$500,000 transfer-in from reserves
- Expense changes:
  - Added \$125,000 to ctcLink Project
  - Added \$1,322,000 to Brewing & Distilling
  - Added \$200,000 to the Contingency account
  - Added \$100,000 to the Diversity, Equity, and Inclusion Center
  - Added a negative \$848,453 to charge (Coronavirus Response and Relief Supplemental Appropriations Act) CRRSA indirect cost to COVID grant

- Eliminated \$289,000 of budgeted expenses that will be paid for with COVID funds

It was moved by Trustee Drew and seconded by Trustee Garman, **THAT THE BOARD OF TRUSTEES APPROVE THE FY21 REVISED OPERATING BUDGET AS PRESENTED IN TAB 3. THE MOTION CARRIES.**

### STUDY SESSION

The Board had its Diversity and Equity Training #3 with local advocate and educator Erin Jones.

**EXECUTIVE SESSION** None.

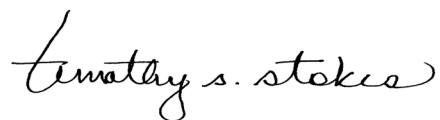
**ACTION ITEM FROM EXECUTIVE SESSION** None.

**ADJOURNMENT** 4:30 p.m.



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JEFF DAVIS, BOARD CHAIR  
SOUTH PUGET SOUND COMMUNITY COLLEGE



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TIMOTHY STOKES, SECRETARY  
SOUTH PUGET SOUND COMMUNITY COLLEGE