

**South Puget Sound Community College
BOARD OF TRUSTEES
REGULAR MEETING
MINUTES
Tuesday, May 11, 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 2:00 p.m.

ROLL CALL

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

EXECUTIVE SESSION

At 2:00 p.m. Board Chair Davis announced that the Board was going into Executive Session to review the performance of public employees ((RCW 42.30.110(1)(g)) and 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 at 3:00 p.m. No action would be taken by the Board during the Executive Session.

RECONVENE REGULAR MEETING

The executive session concluded at 3:00 p.m. with no Board action, and the regular meeting reconvened at 3:00 p.m.

APPROVAL OF CONSENT AGENDA

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

A. ADOPTION OF MINUTES

- April 13, 2021 board minutes
- ACT *Trustee Tuesday*, April 20, 2021, 8:00-9:00 a.m. (Virtual)

B. MEETINGS AND CONFERENCES

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

C. ANNOUNCEMENTS

- 2021 Commencement Ceremony and Drive-Thru Celebration
Friday, June 18, 4:00-7:00 p.m.

D. DATE OF THE NEXT BOARD MEETING

Regular Meeting
June 8, 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:
 - It has been an exceptional year for the CTCs, and there was nothing further to report.
- Board Finance Committee: Rozanne Garman
 - Trustee Garman noted that after the Board approval of the FY21 revised Operating Budget in April, there was nothing further to report at this time.
- Foundation Board: Judy Hartmann
 - Trustee Hartmann deferred her comments to later in the agenda after the annual Foundation report.

REPORT FROM THE COLLEGE PRESIDENT

- No Reports from ASB President and Faculty Union and Senate Presidents.
- They have completed exempt staff negotiations and the contract will be presented to the Board in June for approval.
- Materials shared with the Board included:
 - AACC Summary of "America's College Promise Act of 2021"
 - Legislative Provisos-New Funding in FY2022. Our goals and Operational Plan and ctcLink will be written around these provisos.
 - Capital Projects Update
- WACTC has asked the State Board to work with the Governor's Office to make a statewide decision regarding whether or not to have a vaccination requirement for higher education re-opening.
- Dr. Stokes noted the President's Outreach Activities List provided to the trustees.

POLICY No Report

STUDY SESSION

Core Themes

Core Theme 1: Student Achievement and Core Theme 3: Learning & Engagement, were presented by Vice President for Instruction Dr. Michelle Andreas and Jennifer Tuia, Director of Institutional Research. Core Theme 2: Equity, was presented in January.

Core Theme 1: Student Achievement

- Goal 1: Increase student persistence
 - Mission Fulfillment on the following:
 - Transition from prior BEdA to Math
 - Transition from 30 to 45 college-level credits
 - Complete college-level Math the first year
- Goal 2: Increase certificate and degree completion in transfer and workforce programs
 - Mission Fulfillment on the following:
 - Students graduate within 3 years
- Goal 3: Increase job placement for workforce education students
 - Mission Fulfillment on the following:
 - Prof. Tech. students employed 12 months after leaving SPSCC

Core Theme 2: Learning & Engagement

- Goal 1: Enhance general education competency
- Goal 2: Enhance quality student experience and campus life activities
 - Mission Fulfillment on the following:
 - Student Satisfaction: Student Life activities

Dr. Andreas reported that our progress is quite notable and comes from our Guided Pathways. She shared some areas where we are making a difference:

- Basic Education for Adults is grounded in pathways
- Increasing our I-BEST offerings
- Mandatory College and Career Success course
- Use of multiple measures for placement
- Mapped courses and sequences with Math and English up-front
- Revised all math for appropriate pathways
- Included co-requisite model in Math and English
- Ignite and Black Scholars programs
- Book lending program
- Advising model with strategic check-ins and intervention strategies
- Faculty mentors
- Linking student activities with academic success

Foundation Annual Report

Ben Shah, President of the College Foundation Board of Directors, provided the 2020 Foundation Annual Report that highlighted Foundation's financial status during their fiscal year, 2020 activities, and 2021-22 plans and initiatives.

2020 Financial Status

- January 1, 2020-December 31, 2020: Revenue and support received was \$5.7M.
- Fund balance for all Foundation assets as of December 31, 2020 was \$13.9M.
- The Foundation provided \$1.7M in support to the college from January-December 31, 2020 in the following areas: Scholarships, student success grant support and staff and faculty professional development grants.
- College program support, including support of Athletics, Allied Health, Gallery and the Diversity, Equity, & Inclusion Center: \$74,862
- Operational, investment fees, and event expenses: \$450,123

Activities

- Foundation created a COVID-19 fund and an Equity Action Team to increase fundraising for diversity and equity initiatives in partnership with the DEIC.
- Successful board-giving campaign
- Bruno and Evelyne Betti Foundation landmark gift of \$2.5M for professional technical scholarships and student funding and support of the Dr. Angela Bowen Center for Health Education renovation
- Scholarship Reception became a collection of student videos delivered to scholarship donors
- The Experience was virtual but its net revenue held at \$125,000, and the Clipper Scramble was canceled but raised over \$30,000
- Awarded 451 scholarships and 764 grants

2021 Plans and Initiatives

- Launch Strategic Plan Task Force
- Launch new website with Planned Giving page and create a Legacy Circle for planned giving donors
- Continue to offer virtual events and electronic communication and gradually integrate hybrid events to re-engage with donors
- Move into the major gifts phase of the Student Success Campaign
- Create the Targeted Impact fund to support college initiatives and completion rates

Trustee Hartmann noted that Foundation continues to work hard with its investment strategies and careful stewardship of funds. Some time ago, the Foundation decided to increase their staff so they could perform tasks and do what they envision the Foundation could become and do, and I think that we are now seeing the result of the capacity that has been created with the staff—more capacity for grant writing, stewardship, being in touch with donors, and taking a look at where our money comes from, how we can then strategize where we could go to increase our resources, and where we should pinpoint additional needs and send money in that direction.

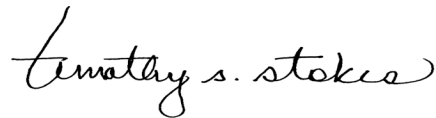
EXECUTIVE SESSION None.

ACTION ITEM FROM EXECUTIVE SESSION None.

ADJOURNMENT 4:13 p.m.

A handwritten signature in black ink, appearing to read 'J. Davis', with a stylized flourish at the end.

JEFF DAVIS, BOARD CHAIR
SOUTH PUGET SOUND COMMUNITY COLLEGE

A handwritten signature in black ink, reading 'Timothy S. Stokes', in a cursive script.

TIMOTHY STOKES, SECRETARY
SOUTH PUGET SOUND COMMUNITY COLLEGE