

South Puget Sound Community College
Special Board of Trustees Meeting

Thursday, July 29, 2021

12:00 P.M.-6:00 P.M.

Dr. Angela Bowen Center for Health Education - Conference Room
2421 Heritage Ct SW, Olympia, WA 98502

SPECIAL MEETING

Under RCW 42.30.080, a special meeting of the Board of Trustees, District 24, South Puget Sound Community College, was held on Thursday, July 29, 2021 at the Dr. Angela Bowen Center for Health Education, 2421 Heritage Ct SW, Olympia, WA 98502. The Board of Trustees had a retreat for their special meeting.

Trustee Jeff Davis, Trustee Rozanne Garman, Trustee Doug Mah, Trustee Steven Drew, and Trustee Judy Hartmann, were present. Assistant Attorney General Elizabeth McAmis, Education Division, was not present.

Operational Plan

Vice President for Student Services Dr. Dave Pelkey presented the 2020-22 Operational Plan for Board review. He noted that the Large Scale Project section was added this time to include the implementation of ctcLink, which is the largest management software change for the entire CTC system that impacts all facets of the institution. We will go live on May 9, 2022. He discussed the operational strategies and expected outcomes for Student Achievement, Equity and Learning and Engagement. The goals of the strategies directly align with our Strategic Plan. He also reviewed the 2020-21 goals completed.

President's 2021-2022 Goals – Dr. Stokes

As part of Dr. Stokes' presidential evaluation, his 2021-22 internal and external goals were reviewed and discussed by the Board. Dr. Stokes will update his list with suggested internal and external goals and provide them to the Board.

Preview 2021-22 Operating Budget

Dr. Stokes provided a preview of the FY22 Budget Revision, which will be presented to the Board for approval at the September Board meeting:

- Revenue: \$1,296,000 (\$750,000 transfer in from FY21 year-end close and \$546,000 state allocation, which includes additional GEER \$ not spent in FY21)
- Expense: \$1,296,000 (campus signage and landscaping; Bowen Center signage;

Craft, Brewing & Distilling plumbing, equipment, gas piping, other miscellaneous expenses)

He also reviewed Funds Held for Future Projects:

- Revenue: \$1,021,453 (balance of Future Projects account—excess CCE revenue from FY19, 20, 21)
- Expense: \$1,021,453 (write-off food service deficit balance; Bowen Center nursing simulation AV, furniture for classrooms, offices, and student/study lounge)

Diversity, Equity, and Inclusion

Dr. Stokes and Parfait Bassale, Executive Diversity Officer, discussed options for Diversity, Equity, and Inclusion conversations that the Board would like to have in 2021-22.

Options for the Board:

- Deep dive into diversity and equity: disaggregated data for all student demographics (equity lens we are using to close the equity gap) within the framework of policies (the process of writing and updating policies through a DEI lens).
- Participation into *Belonging Within Our Walls* forums
- More training with DE&I consultant for a deeper dive

Board Meeting Activities Schedule

- The Board reviewed the draft Board Meeting Work Schedule for 2021-22 and will continue with the schedule of fewer formal meetings and more dedicated Study Sessions.
- There was a discussion of Study Session topics to be added to the Work Schedule, which will be updated and re-distributed to the Board.

Board Committee Assignments

Trustee committee assignments for 2021-22 were confirmed:

- ACT Legislative Action Committee (LAC): Trustee Steven Drew – Lead (primary); Trustee Jeff Davis – Alternate (secondary)
- Foundation Board: Trustee Judy Hartmann
- Board Finance Committee: Trustee Rozanne Garman
- Trustee Doug Mah is currently the President of the ACT Board of Directors and remains active on the state level

An Ad hoc committee with Board Chair Davis and Trustee Mah will review and update if necessary, the questions in the instrument the Board uses for the president's evaluation.

2020-21 Board Self-Assessment

The Board of Trustees annually completes a Board Self-Assessment. The 2020-21 Board Self-Assessment Report was compiled and prepared by the Association of Community College Trustees (ACCT). The Board reviewed and discussed the report.

Break

The Board had dinner at Octapas Café at 610 Water St. SW, Olympia, WA 98501. No Board action was taken during the session.

ADJOURNMENT 6:00 P.M.

JEFF DAVIS, BOARD CHAIR
SOUTH PUGET SOUND COMMUNITY COLLEGE



TIMOTHY STOKES, SECRETARY
SOUTH PUGET SOUND COMMUNITY COLLEGE