

**South Puget Sound Community College
BOARD OF TRUSTEES
REGULAR MEETING
MINUTES
Tuesday, April 11, 2023
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 2:30 p.m.

ROLL CALL

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

APPROVAL OF CONSENT AGENDA

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

A. ADOPTION OF MINUTES

- March 14, 2023 regular board meeting

B. MEETINGS AND CONFERENCES

- ACT Spring Conference, May 15-16, 2023, Walla Walla

C. ANNOUNCEMENTS

- Faculty Tenure Reception, April 11, 2023, 4:45, 1st Floor-Building 25
- ASPEN Award Ceremony, April 19-20, 2023, Washington, D.C.

D. DATE OF THE NEXT BOARD MEETING

Regular Meeting

May 9, 2023

2:30-4:30 p.m.

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COMMENTS FROM THE AUDIENCE None.

BOARD SPECIAL COMMITTEE LIAISON REPORTS

- ACT Legislative Action Committee (LAC): Doug Mah, Jeff Davis
 - Trustee Mah and Trustee Davis had no report.
- Board Finance Committee: Steven Drew
 - Trustee Drew had no report.

- Foundation Board: Judy Hartmann
 - Trustee Hartmann reported:
 - The Leadership Circle Gathering is on April 26, 4:30-6:30 in the Student Union Building 27. The Gathering honors members of the Leadership, Legacy, and Lifetime Circles who are tremendous supporters of the college.

REPORT FROM THE COLLEGE PRESIDENT

- Dr. Stokes reported:
 - No reports from the ASB President, Faculty Union President, and Faculty Senate Coordinator.
 - He joined 55 of our faculty at AFT's 'day of action' at the Capitol steps to rally around fully funding the COLAs.
 - Spring enrollment is up 7% compared to last year's 10th day total. It may drop by 3% due to drops for non-payment of tuition. This enrollment will help in our budget development for the upcoming year. Running Start is still down 5%.
 - He noted the President's Outreach/Professional Development/Advocacy List and the Facilities Updates that were provided to the trustees.

POLICY No Report.

BUDGET AND FINANCE No Report.

STUDY SESSION

Access Services

John Rajcich, Director of Access Services, reported on disability and access in the context of higher education.

- What is an accommodation; what is access.
- Process for students requesting accommodations: student must self-identify
 - Intake -- legal information: up to the point of essential function; for a known or documented condition; for an otherwise qualified student
 - Quarterly process: on a case-by-case; no deadline; not retroactive
 - Letter of accommodation request
 - Quarterly agreement that students must sign and submit
 - Details accommodations, corresponding course, effective date
 - Clarifies student responsibilities in the process
 - Instructor consult possible
 - Sent electronically to students and their stakeholders
- Currently in transition with tracking student numbers

Kyle Gonzalez, Assistive Technology Specialist, reported on what he does for Access Services:

- Alternative formats: file remediation, braille or large print recommendations
- Technology consultations; effective software use and implementation
- Faculty meetings

- IT procurement and device management
- Effective technology bridges the gap, improves academic performance, and leads to increased student retention.

Ann Weiss, Accounting Professor, reported on an accommodation application:

- Four students (not SPSCC students) who each failed the intro accounting class three times; each had worked with her and a tutor; and each would fail to get their Business, OFTEC, or Accounting degrees.
- She designed an experiential learning project for the four students. Each student set up a spreadsheet to track business activities, analyzed documents together, used various research resources, and recorded transactions independently.
- Assessment: students successfully accounted for a new transaction not previously covered, doing the analysis independently.
- Takeaways from the experiment: textbooks can be a barrier to learning and there is no single “right” or “best” way to learn.
- Next step: create learning materials for intro accounting that provide opportunities for students to learn by means of: hands-on, trial-and-error, learn-from-mistakes, and reverse-engineering activities
- In collaboration with student Jonathan Squally, learning materials were converted into screen reader-friendly structure.

Core Theme 3: Learning and Engagement

Dr. Michelle Andreas, Vice President for Instruction and Dr. Dave Pelkey, Vice President for Student Services, provided an update on Core Theme 3 and data, which shows that we are inching up to our mission fulfillment:

Goal 1: Enhance general education competency (tracking our overall learning)

- Measure 3.1.1 Students who meet the College Wide Abilities
 - More than nine out of ten students have met the college wide ability assessment
 - Baseline 3-Yr Average: 90%; 2022-23 Update: 93.5%; 5% Mission Fulfillment: 94.5%.

Goal 2: Enhance quality student experience and campus life activities

- Measure 3.2.1 Student satisfaction with Student Life activities
 - Most survey respondents find SPSCC events to be valuable
 - Baseline 3-Yr Average: 73.7%; 2022-23 Update: 86.2%; 5% Mission Fulfillment: 77.4%
- Measure 3.2.2 Student satisfaction of campus support services
 - Three out of four graduates are very satisfied or satisfied with campus services
 - Baseline 3-Yr Average: 73.7%; 2022-23 Update 75.6%; 5% Mission Fulfillment: 77.4%

We are making a difference—General Education

- Current College Wide Abilities/New CWAs: Communicate Effectively/Effective Communication; Computation/Analytical Reasoning; Ethics/Social Responsibility;

Critical Thinking/Information Literacy; Multicultural Awareness/Multicultural Awareness

We are making a difference—Student Experience

- Consistent calendar of student activities
- Hybrid program offerings: in-person on campus; virtual; outdoor; grab-n-go take home kits
- Increased campus partnerships

Open Government Training

Elizabeth McAmis, Assistant Attorney General (AAG), Education Division, provided the Open Public Meetings Act training:

- Open Public Meetings Act, RCW 42.30--The OPMA applies to meetings of a governing body
- Meetings Declared Open and Public
- Lawful Meetings: Regular Meetings, Special Meetings, Executive Sessions
- What the OPMA does not apply to
- OPMA Exemptions
- OPMA Risks and Pitfalls
- Penalties for OPMA Violations
- 2022 Changes: Increased focus on public access and comment
- Meeting Rules of Conduct

She provided Additional Public Government Reminders:

- Public Records Act (PRA) important to open government
 - What is a public record
 - PRA risks and pitfalls
- Ethics in Public Service Act holds public officers and employees to high ethical standard
 - Ethics in Public Service Act, RCW 42.52
 - General Prohibitions
 - Specific Activities Prohibited

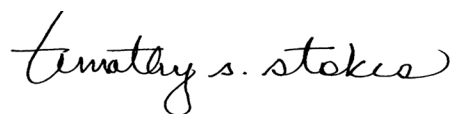
EXECUTIVE SESSION None.

ADJOURNMENT 4:27 P.M.

Following the Board meeting was the Faculty Tenure Reception in Building 25.



ROZANNE GARMAN, BOARD CHAIR
SOUTH PUGET SOUND COMMUNITY COLLEGE



TIMOTHY STOKES, SECRETARY
SOUTH PUGET SOUND COMMUNITY COLLEGE