

**South Puget Sound Community College
BOARD OF TRUSTEES
REGULAR MEETING: STUDY SESSION
MINUTES
Tuesday, April 9, 2024
Building 25-Boardroom
South Puget Sound Community College
2011 Mottman Road, S.W.
Olympia, WA 98512-6292**

CALL TO ORDER

In the absence of Board Chair Rozanne Garman, and with Vice Chair Steven Drew attending remotely, Trustee Judy Hartmann called the meeting to order at 2:30 p.m. on behalf of Board Chair Garman.

ROLL CALL

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

Dr. Michelle Andreas, Vice President for Instruction, was present on behalf of Dr. Stokes.

APPROVAL OF CONSENT AGENDA

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

A. ADOPTION OF MINUTES

- March 19, 2024 regular board meeting

B. MEETINGS AND CONFERENCES

- ACT Spring Conference, May 2-3, 2024, Yakima Valley College

C. ANNOUNCEMENTS

- Faculty Tenure Reception, April 9, 2024, 4:00, 1st Floor-Building 25

D. DATE OF THE NEXT BOARD MEETING

Regular Meeting

May 14, 2024

2:30-4:30 p.m.

South Puget Sound Community College

2011 Mottman Road, S.W.

Olympia, WA 98512-6292

PUBLIC COMMENTS

Trustee Hartmann 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.”

There were no public comments.

BOARD SPECIAL COMMITTEE LIAISON REPORTS

- ACT Legislative Action Committee (LAC): Trustee Doug Mah-primary; Trustee Steven Drew-secondary
 - Trustee Mah encouraged everyone to attend the virtual ACT *Trustee Tuesday* on April 16. The topic is the overview of the 2024 legislative session. The initial CTC legislative priorities survey results, which Dr. Stokes shared with the trustees and highlighted some of the items that may possibly become legislative priorities for the system in upcoming year, is part of an overall process for the system to involve trustees sooner rather than later in the process. We hope that this will help provide any system-wide budget requests, as well as the overall policy changes. This Board is good about participating and providing input early on, so it is good to be involved in this.
- Board Finance Committee: Trustee Jeff Davis—primary; Trustee Steven Drew—secondary
 - Trustee Davis reported that the Board Finance Committee had no meeting.
- Foundation Board: Trustee Judy Hartmann-primary; Trustee Rozanne Garman-secondary
 - Trustee Hartmann was unable to attend the Foundation board meeting, but reported that they moved forward on the LLC for the purpose of testing products that will take place in the brewing and distilling complex.
 - The Foundation annual report to the Board of Trustees will be in May.

REPORT FROM THE COLLEGE PRESIDENT

Dr. Andreas provided the Report from the College President:

- There were no reports from the ASB President, Faculty Union President, and Faculty Senate Coordinator.
- She called on Dr. Dave Pelkey, Vice President for Student Services, for an enrollment update. Enrollment is very good, actually higher than it was in winter. We are turning up about 10%.
- Aspen Timeline Update: Semi-finalists will be announced in late April/early May and the finalists will announced in June.

- We are partners with Chamber of Commerce Quality of Life Survey being conducted by Elway. Trustee Mah shared that the Thurston Chamber of Commerce is interested in conducting a regular and routine and statistically relevant Quality of Life Survey. The Chamber reached out to the College and to other partners to help finance the index. As part of the request from Dr. Stokes, they will include something about workforce opportunities for the greater region. The sample size will be close to 600.
- Trustees and the Foundation Board are invited before the general public, to a reception in the Tasting Room on Tuesday, May 28, from 5:00-6:30.
- Trustee Mah added that on May 30 at 5:30, Dr. Stokes and others will host another Tasting Room event for the Shared Legislative Group, a group of partners and community stakeholders that have helped establish and advocate for the additional investments in the brewing and distilling program and the craft district. This will be an opportunity to acknowledge and thank legislators for brewing & distilling equipment in the past and successes from the last legislative session; thank Sen. Hunt and Rep. Wilcox; and thank Laurie Dolan, former Representative, who was also a big champion for the district and the program.
- Dr. Andreas noted the President's Outreach / Professional Development / Advocacy List in TAB 2 that was provided to the trustees.
- She noted that administration and Faculty Union are in contract negotiations. They have all taken that opportunity to align with the Board's policy on Academic Freedom, and the Faculty Union asked her to formally thank the Board for crafting such a protective policy for them.

Trustee Hartmann thanked Dr. Tolefree for sending trustees some additional information for those items that were budget-related that the Board had requested from Dr. Tolefree's report in March.

STUDY SESSION

Core Theme 3: Learning & Engagement

Dr. Michelle Andreas, Vice President for Instruction; Dr. Dave Pelkey, Vice President for Student Services; and Jen Manley, Dean of Student Engagement & Retention, provided an update on Core Theme 3.

Goals and Measures of Student Achievement:

- Goal 1: Enhance general education competency
 - Measure 3.1.1.: Students who meet the College-Wide Abilities (Communicate Effectively, Computation, Critical Thinking, Ethics, and Multicultural Awareness)
 - More than 9 out of 10 students have met the College-Wide Ability assessment.
 - Above baseline, up 4 points. Mission fulfillment 94.5%.

Dr. Andreas reviewed that not all CWAs are equal in every course, so last year they

made the three levels from which to choose when engaging students: teach, assess, and give students feedback on their skill development in that area. They also re-did the program review (student learning assessment process), which is now called DAP: data, analysis and action planning. DAP is a three-year cycle: 1) First look at all of the completion rates, demographic data, and trends in a discipline or a program and which CWAs are stronger than others; 2) write/plan/implement two action plans for the demographic, retention, and completion data and CWA data; and 3) analyze the data. Talk about what is learned and then start it over.

Every course every quarter determines an assessment for their CWAs in their course. There is a rubric to go with that based on the level—data is collected into a shared central place, which then allows for collection of data both in terms of disciplines/programs and the college level. The data presented in the report is at the college level. Overall, it is ticking up in terms of getting students through level three of our CWAs. There may be a dip in the next couple of years as the process is refined. There is some lagging in computation and critical thinking, but they have started talking about some struggles, what they are doing, implementation of the new CWAs (Analytical Reasoning, Effective Communication, Information Literacy, Multicultural Awareness, and Social Responsibility), and assessment that is more universal that can be applied to any discipline.

- Goal 2: Enhance quality student experience and campus life activities. Most survey respondents find SPSCC events to be valuable.
 - Measure 3.2.1.: Student satisfaction with student life
 - Above baseline, up 15.5 points. Mission fulfillment 77.4%.
 - Measure 3.2.2.: Student satisfaction of campus support services. Graduates are more neutral than satisfied with campus services.
 - Below baseline, down 1.3 points. Mission fulfillment 77.4%.

In reviewing the data, there was discussion around possible effect or non-effect of Covid on student life and satisfaction and comparison of what coming back looks like to what we think it looked like before the pandemic.

Jen Manley and Dr. Pelkey reported that there was a complete pivot to engage students during the pandemic. There was a large amount of learning through Covid—how to create online experiences of value to students. They have continued to engage students using what they learned at that time--providing hybrid offerings so learning and engagement are in different modalities. They have continued equity and access through the programs to stay multimodal.

There is a 10-question and open-comment box survey instrument that is provided to the students immediately following any in-person, virtual, or hybrid program where they have an opportunity to give immediate feedback. The report demonstrates the longitudinal scope of the multimodal evolution with how students are engaging and how the college as a whole, engaged students through a pandemic, and connected them to the campus in very easy ways, and continues to take steps to engage students.

The data are reflective of holistic work done without artificial boundary in the institution--our faculty and staff play a huge role in helping communicate services to students, helping with retention, helping talk to students, and helping with advising, etc.

Looking ahead:

- How do we present future data work on two groups of students that are asked customer service and belonging questions to (one that has been with the college for a while and is reflecting holistically on their experience with the college vs. one that interacts with the college two or three times a quarter).
- How do we continue to provide service to the largest online population that the college is used to serving.
- Gaps in marketing—if we get the word out differently to students working with Student Life, working in the DEIC, etc., we can do better with communicating to students.

BUILDINGS AND GROUNDS No Report

BUDGET AND FINANCE No Report.

COMMENTS FROM INDIVIDUAL MEMBERS OF THE BOARD OF TRUSTEES None.

EXECUTIVE SESSION

At 3:38 p.m. Trustee Hartmann 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 4:13 p.m. No action was taken by the Board during the Executive Session.

RECONVENE REGULAR MEETING

The executive session concluded at 4:13 p.m. and no action was taken by the Board.

ACTION ITEM FROM EXECUTIVE SESSION None.

ADJOURNMENT 4:15 P.M.



JUDY HARTMANN, TRUSTEE, FOR
ROZANNE GARMAN, BOARD CHAIR
SOUTH PUGET SOUND COMMUNITY COLLEGE



MICHELLE ANDREAS, VP FOR INSTRUCTION, FOR
TIMOTHY STOKES, SECRETARY
SOUTH PUGET SOUND COMMUNITY COLLEGE