

**South Puget Sound Community College  
BOARD OF TRUSTEES  
REGULAR MEETING  
Tuesday, June 11, 2024  
South Puget Sound Community College  
2011 Mottman Road, S.W.  
Olympia, WA 98512-6292**

(If you require special accommodations during your attendance at the Board meeting, contact Diana Toledo at 360-596-5206 at least one day before the scheduled meeting.)

**REGULAR MEETING 12:00-4:30 P.M**

- 1. CALL TO ORDER**
- 2. ROLL CALL**

**EXECUTIVE SESSION (CLOSED) – 12:00-2:15 P.M.**

***The Board is going into Executive Session: to review the performance of public employees.***

Under RCW 42.30.110, an executive session will be held for the purpose of considering matters affecting national security; to consider selection of a site or the acquisition of real estate; to consider the minimum price at which real estate will be offered for sale or lease; to review negotiations on the performance of publicly bid contracts; to receive and evaluate complaints or charges brought against a public officer or employee; to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee; to discuss with legal counsel agency enforcement actions or litigation or potential litigation; to plan or adopt the strategy or position to be taken in collective bargaining, negotiations, grievances, or mediation (RCW 42.30.140(4)(a)).

**BREAK – 2:15-2:30 P.M.**

**RECONVENE REGULAR MEETING – 2:30-4:30 P.M.**

**3. APPROVAL OF CONSENT AGENDA**

**A. ADOPTION OF MINUTES**

**(TAB 1)**

- May 14, 2024 regular board meeting

**B. MEETINGS AND CONFERENCES**

**C. ANNOUNCEMENTS**

- 2024 Commencement Ceremony, June 15, 10:00 a.m., The Evergreen State College's Red Square

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

Regular Meeting  
September 10, 2024  
2:30-4:30 p.m.  
South Puget Sound Community College  
2011 Mottman Road, S.W.  
Olympia, WA 98512-6292

**4. PUBLIC COMMENTS**

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.'

**5. BOARD SPECIAL COMMITTEE REPORTS**

- ACT Legislative Action Committee (LAC): Trustee Doug Mah-primary; Trustee Steven Drew-secondary
- Board Finance Committee: Trustee Jeff Davis-primary; Trustee Steven Drew-secondary
- Foundation Board: Trustee Judy Hartmann-primary; Trustee Rozanne Garman-secondary

**6. REPORT FROM THE COLLEGE PRESIDENT**

**(TAB 2)**

**7. POLICY**

**7.1 Contract Renewal/Non-Renewal**  
**(Board Action Required)**

The Probationary Review Committee (PRC) for Faculty Counselor Heather Kranz, has completed its activities and prepared evaluation and progress reports. Committee reports were reviewed by the Board prior to the June meeting. The Board will consider contract renewal or non-renewal. (First Year: Heather Kranz, Counselor).

**7.2 President's Contract**  
**(Board Action Recommended)**

Following the annual presidential evaluation process, the Board will consider the college president's employment contract.

7.3 Election of 2024-25 Board of Trustees Officers  
(Board Action Required)

The Board will consider the nominating committee's recommendations for the election of 2024-2025 Board officers.

8. **DIVERSITY, EQUITY, AND INCLUSION** No Report.

9. **BUDGET AND FINANCE**

9.1 2024-2025 Services & Activities Fee Budget (TAB 3)  
(Board Action Required)

Jennifer Manley, Dean of Student Engagement & Retention, will present the list of allocations for the 2024-2025 Services and Activities Fee Budget.

9.2 2024-2025 Operating Budget (TAB 4)  
(Second Reading – Board Action Required)

Dr. Tolefree, Vice President for Finance and Operations, will present the Fiscal Year 2025 (FY25) Operating Budget.

10. **COMMENTS FROM INDIVIDUAL MEMBERS OF THE BOARD OF TRUSTEES**

11. **EXECUTIVE SESSION**

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12. **ACTION ITEM FROM EXECUTIVE SESSION**

13. **ADJOURNMENT**

SOUTH PUGET SOUND COMMUNITY COLLEGE  
BOARD OF TRUSTEES MEETING  
DATE: JUNE 11, 2024

**ADDENDUM**

9.3 Financial Aid Funds for Summer Quarter 2024  
(Board Action Required)

Due to an emergency created by the U.S. Department of Education's (DOE) ongoing disruptions with FAFSA and the impacts to student financial aid awards for Summer Quarter, the administration is requesting Board approval to expand the president's authority to spend up to \$750,000 of local funds (Running Start excess revenue) to advance funds to our students for expenses above tuition and fees for Summer Quarter 2024. These local funds will be returned in full to the Running Start excess revenue fund, once the college can drawdown its DOE funds. This expanded authority to use local funds for this purpose expires on September 30, 2024, at which time, the administration will provide the Board with a report on the amount of funds advanced and received back into the Running Start account from the drawdown from DOE. It is recommended the Board approve this request, which supports student success and retention.