

**South Puget Sound Community College  
Special Board of Trustees Meeting**

**Tuesday, July 9, 2024**

**10:00 A.M.-2:00 P.M.**

**Center for Student Success, Building 22-Room 195  
South Puget Sound Community College  
2011 Mottman Road, S.W.  
Olympia, WA 98512-6292**

**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 Tuesday, July 9, 2024 in Center for Student Success, Building 22-Room 195, 2011 Mottman Road SW, Olympia, WA 98512. The Board of Trustees had a retreat for their special meeting.

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

**Approval of Agenda**

It was moved by Trustee Davis and seconded by Trustee Garman **THAT THE BOARD OF TRUSTEES APPROVE THE AGENDA AS PRESENTED. MOTION CARRIES.**

**Faculty Contract Approval**

Samantha Dotson, Executive Director for Human Resources, and Carlea McAvoy, Mathematics Professor and Faculty Union President, presented the new Agreement By and Between the Board of Trustees of South Puget Sound Community College District XXIV and the South Puget Sound Federation of Teachers, Local Number 4603, AFT/AFL-CIO. They reviewed the faculty priorities and the college stipulations. The Agreement, effective July 1, 2024-June 30, 2027, had been reached by the negotiations teams and ratified by the faculty 52 to 40, which was the highest participation they have ever had.

The trustees expressed their appreciation for everyone's hard work, heavy lift on both sides, and the successful outcome.

It was moved by Trustee Mah and seconded by Trustee Davis **THAT THE BOARD OF TRUSTEES APPROVE THE AGREEMENT BY AND BETWEEN THE BOARD OF TRUSTEES OF SOUTH PUGET SOUND COMMUNITY COLLEGE DISTRICT XXIV AND THE SOUTH PUGET SOUND FEDERATION OF TEACHERS, LOCAL NUMBER 4603, AFT/AFTL-CIO, EFFECTIVE JULY 1, 2024-JUNE 30, 2027 AS PRESENTED IN TAB 1. MOTION CARRIES.**

## College in the High School

Amy Tureen, Dean of Academic Success Programs, presented an update on College in the High School Program. She reviewed:

- differences between College in the High School Program (CiHS) and the Running Start Program (RS).
- SPSCC is accredited by the National Alliance of Concurrent Enrollment Partnerships (NACEP) as of June 3, 2024. Our accreditation lasts until 2028-29, with re-accreditation scheduled for 2027-28. We are one of only three approved new programs. All Washington State CiHS programs must be NACEP-accredited by 2027-28.
- SPSCC supports CiHS students and faculty through access to tutoring services, access to library services, and peer-to-peer faculty support.
- key indicator changes over time: Since 2020-21: 7 high schools involved, 380 student participants, and 3,225 credit hours awarded; to 2022-23: 6 high schools involved, 814 student participants, and 7,600 credit hours awarded.
- strengths, weaknesses, threats, and opportunities for the CiHS program.
- the over-20 course offerings to Black Hills High School, North Thurston High School, River Ridge High School, Timberline High School, Tumwater High School, and Yelm High School.

## 2024-26 Operational Plan

Dr. Dave Pelkey, Vice President for Student Services, Kelly Green, Vice President for Advancement, and Amanda Ybarra, Executive Diversity Officer, reviewed:

- Significant Campus-wide Projects during the year:
  - Fully implement BAS and BS programs
  - Launch the Tumwater Falls Quality Assurance Lab
  - Capital projects to improve instruction for students and spaces for staff.
  - Open Percival Creek Tasting Room to the public.

The 2024-26 Operational Plan, including the strategies for each goal, expected outcomes, and lead work departments and person/team responsible:

- Student Achievement:
  - Goal 1: Increase student persistence
  - Goal 2: Increase certificate and degree completion in transfer and workforce programs
  - Goal 3: Increase job placement for workforce education students
- Equity:
  - Goal 1: Close equity gaps
  - Goal 2: Increase the ethnic diversity of faculty, staff, and administrative/exempt employees
- Learning and Engagement:

- Goal 1: Enhance General Education competency
- Goal 2: Enhance quality student experiences and campus life activities

It was decided that updates on DEI activities be provided on a regular basis under the standing Board agenda item: *DIVERSITY, EQUITY, AND INCLUSION*. This would bring visibility to the DEI work that the college does and institutional accountability and continue to reinforce the Board values DEI. It also raises DEI to a fiduciary level similar to *BUDGET AND FINANCE*.

It was moved by Trustee Garman and seconded by Trustee Mah **THAT THE BOARD OF TRUSTEES APPROVE THE 2024-26 OPERATIONAL PLAN AS MODIFIED TO INCLUDE A MASTER PLAN AND HOUSING AND CAMPUS-WIDE PROJECTS AS PRESENTED IN TAB 3. THE MOTION CARRIES.**

Code of Student Rights and Responsibilities, Title IX

Dr. Dave Pelkey explained that the Department of Education made some changes to Title IX, so we need to update our Code of Student Rights and Responsibilities due to these federal government rule changes. The CTC system tries to use one conduct code. The draft Model Code of Student Conduct 2024 version that was presented to the Board for review, has to be approved by August 1 and in place temporarily to start the 90-day Emergency rule-making period for the college to work through the revision process. The Code changes will have to go to the students for a public hearing. Dr. Pelkey will come back to the Board by the end of the 90-day process and ask for adoption of the new Code as a WAC to be published with the Code Reviser's office.

The Attorney General's presentation showed the Code change:

- includes: protections for pregnancy, gender identity and retaliation
- adds: training and reporting requirements for all employees
- enhances: role of Title IX Coordinator
- eases complaints: oral or written
- expands jurisdiction: all college programs and activities
- applies: all forms of sex discrimination
- creates: two grievance processes: Sex Discrimination and Sex-based Harassment involving students

AAG Justin Kjolseth proposed language for the motion. It was moved by Trustee Garman and seconded by Trustee Mah **THAT THE BOARD OF TRUSTEES FIND THAT THE EMERGENCY ADOPTION OF THE PROPOSED CODE OF STUDENT CONDUCT IS NECESSARY IN ORDER TO COMPLY WITH FEDERAL LAW, AND THEN ADOPT THE PROPOSED CODE OF STUDENT CONDUCT EFFECTIVE AUGUST 1, 2024. THE MOTION CARRIES.**

Board Meeting Activities Schedule

The Board reviewed the draft Board Meeting Work Schedule for 2024-25: dates, plans, and Study Session topics.

- The Board identified Study Session/topics of interest:
  - November 12, 2024: Update on Housing plans
  - January 14, 2025: CCE outcomes, outreach, marketing and programs to address the changing community needs; and looking at CCE holistically—how it is integrated with the college from a cultural standpoint and how we offer and package CCE training into credentials.
  - April 8, 2025: Outcome of part-time transfer
- The February 11, 2025 Board of Trustees meeting would have to be rescheduled to February 4, 2025, due to a conflict with the ACCT's Community College National Legislative Summit on February 9-12, 2025.
- Due to the number of faculty tenure candidates that will meet with the Board in March 2025, the Board plans to have the interviews with the tenure candidates on March 10-11, 2025.

#### Board Committee Assignments

Trustee committee assignments for 2024-25 were confirmed:

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

#### President's 2024-2025 Goals

As part of Dr. Stokes' presidential evaluation, his 2024-25 internal and external goals were reviewed and discussed by the Board. The goals will be finalized and provided to the Board.

#### 2023-24 Board Self-Assessment

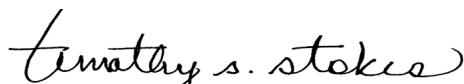
The Board of Trustees annually completes a Board Self-Assessment. The 2023-24 Board Self-Assessment Report was compiled and prepared by the Association of Community College Trustees (ACCT). The Board reviewed and discussed the report.

**ADJOURNMENT** 2:15 P.M.



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STEVEN DREW, BOARD CHAIR  
SOUTH PUGET SOUND COMMUNITY COLLEGE



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TIMOTHY STOKES, SECRETARY  
SOUTH PUGET SOUND COMMUNITY COLLEGE