

**South Puget Sound Community College
BOARD OF TRUSTEES
REGULAR MEETING: STUDY SESSION
MINUTES
Tuesday, November 12, 2024
Building 25-Boardroom
South Puget Sound Community College
2011 Mottman Road, S.W.
Olympia, WA 98512-6292**

CALL TO ORDER

Board Chair Steven Drew called the meeting to order at 2:05 p.m.

ROLL CALL

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

EXECUTIVE SESSION

At 2:05 p.m. Board Chair Drew announced that the Board was going into Executive Session to review the performance of public employees ((RCW 42.30.110(1)(g))). The executive session was estimated to conclude at 2:20 p.m. unless otherwise extended at that time. No action was taken by the Board during the Executive Session.

RECONVENE REGULAR MEETING

The regular meeting reconvened at 2:30 p.m.

APPROVAL OF CONSENT AGENDA

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

A. ADOPTION OF MINUTES

- October 15, 2024 regular meeting

B. MEETINGS AND CONFERENCES

- Board Special Meeting (Aspen Site Visit with the Board), November 14, 2024
- ACT Trustee Tuesday, December 10, 2024, Virtual

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

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

PUBLIC COMMENTS

Chair Drew 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 comments.

It was decided that the board agenda be adjusted by moving the Study Session to the beginning of the meeting to accommodate the guests who were part of the housing presentation.

STUDY SESSION

Housing and Soccer Field Plans

Dr. Tysha Tolefree, Vice President for Finance and Operations; Jim Lind, President of Collegiate Housing International (CHI); and Joel Crosby, a National Certified Commercial Realtor for CHI, were the key presenters that provided an update on the Student Housing plans. Other experts and consultants for the Housing presentation were introduced.

The housing project has been under discussion for several years, with significant progress made by Dr. Tysha Tolefree, Dr. Dave Pelkey, and their teams. Dr. Tolefree reviewed approvals and studies as part of the process including: approval of student housing proposal in 2021; feasibility study and soil testing; approval of additional set aside for housing; updating the Master Plan; public information meetings with the City of Olympia and residents; response to public comments. The goal is to have city approval by the end of the year.

Project planning and design:

- The project is designed to be affordable, focusing on students' needs for safety, convenience, and affordability.
- Student housing design to accommodate 148 students with full-time on-site resident managers.
- Four-story building with elevator, 49,000 square feet, including community rooms, laundry facilities, cooking areas in the living pods, and storage.

- Pods designed to balance personal privacy and community interaction.
- High-tech locking system using a cell phone app for enhanced security.
- The building is expected to foster a community atmosphere with organized activities, cleanliness, and safety protocols.

Financial considerations for Housing & Soccer Field:

- The project is estimated to cost \$19.6 million for the residence hall and \$4.8 million for the soccer field (\$13.9 million tax-exempt bond and \$6 million from the college's COP will fund the residence hall).
- A \$6 million housing investment is proposed, with the decision on whether to use reserves or run a Certificate of Participation (COP) through the legislature and treasury for funding. The COP will likely be for a 20-year term, aiming for the most favorable rates. The issuance is targeted for September through December in Fiscal Year 26, necessitating a start in January if the Board approves it in December. Tuition, fees, local funds, and excess revenues would help pay off the debt service.
- The soccer field development is aligned with the housing project to optimize resources.
- The college may split the soccer field costs with ASB, each paying 50%. Student contributions of roughly \$2.2 million for the soccer field will be matched by the college.

Project timeline:

- The target opening date for the residence hall is September 2027.
- The timeline includes 18 months of construction and an additional 18 months for planning and preparation.

BOARD SPECIAL COMMITTEE LIAISON REPORTS

- ACT Legislative Action Committee (LAC): Trustee Doug Mah-primary; Trustee Steven Drew-secondary
 - There was no report.
- Board Finance Committee: Trustee Jeff Davis—primary; Trustee Steven Drew—secondary
 - There was no report.
- Foundation Board: Trustee Judy Hartmann-primary; Trustee Rozanne Garman-secondary
 - Trustee Hartmann deferred her report to the December Board meeting.

REPORT FROM THE COLLEGE PRESIDENT

Dr. Stokes reported:

- There were no reports from the ASB President, Faculty Union President, and Faculty Senate Coordinator.
- Enrollment numbers look great for fall, and winter enrollment has already begun.
- Our Culinary, Baking & Pastry and CB&D teams are collaborating with the Thurston Chamber on preparations for the Governor's Inaugural Ball.

- The college received a \$1 million Commerce Grant for an LED light project from the Energy Efficiency 2024 program.
- Matt Kempf, Assistant Director of Facilities, has joined the facilities team effective October 21, 2024.
- He noted the President's Outreach/Professional Development/Advocacy Activities List in TAB 2.

BUDGET AND FINANCE No Report.

DIVERSITY, EQUITY, AND INCLUSION No Report.

Aspen Site Visit

As a finalist for the 2025 Aspen Prize for Community College Excellence, a site visit to the SPSCC is scheduled on November 13-14, 2024. The Aspen Team was scheduled to meet with the Board of Trustees on November 14 at 10:30-11:00 a.m. Dr. Andreas, Vice President for Instruction and Dr. Pelkey, Vice President for Student Services, reviewed their PowerPoint presentation. Their presentation outlined a discussion about the Aspen site visit and the reasons why the college is considered an Aspen Top 10 college.

To begin their presentation, they asked the Board, "What makes SPSCC an Aspen Top 10 College?" Dr. Andreas listed the Board's responses below:

- Aspirational goals with focus and monitoring our progress towards achievement (i.e. programming for adult workers, DEI, holistic student supports, hiring practices, etc.)
- Everyone involved in creating our core themes, goals and measures
- Engagement at every level in monitoring progress toward goals – everyone moving together in same direction and using data to inform our work
- Our success is measured by our students' success
- We have created a culture of quality improvement and high expectations
- We are comfortable in naming and dealing with challenges
- We have a tolerance for measured risk and "lessons learned" for improvement
- Our entire college community continually asks, "what can we do next for our students?"
- Quality staff, faculty, and administration--Everyone works very hard
- Good reputation in community
- Ability to create distinction among peers

The presentation included:

- Board commitment to student success:
 - Mission, vision, values, diversity statement, Strategic Plan launched Spring 2019 after year-long college-wide involvement that uses Guided Pathways as the framework
- Accountability for our work:
 - 3 Core Themes: student achievement, equity, and learning & engagement

- 7 goals and 20 measures
 - Bi-annual Operational Plan, reviewed annually by the Board
- We continuously improve to better serve students:
 - Every process that touches students is in continuous review and revision: outreach/recruitment; customer relations; enrollment; registration/advising; teaching, learning and assessment; degree and certificate completion; and employment and transfer

Additional discussion:

- The college's success is attributed to its focus on student success, involving the entire campus community in setting and achieving goals, and constantly monitoring and adjusting strategies.
- The college maintains a strong reputation within the community, creating a culture of excellence and high expectations, and engaging with the community to set and meet expectations.
- The college has emphasized DEI in its policies and student programs, ensuring that these values are integrated into hiring processes and institutional priorities.
- The college's location near state government and the state board adds an extra level of engagement and scrutiny, enhancing its performance and accountability.
- The college provides comprehensive support for students, including financial aid, mental health services, and personal support, adapting quickly to students' needs and challenges.
- The college is noted for its willingness to take risks and adapt, continuously improving its processes and learning from both successes and failures.

COMMENTS FROM INDIVIDUAL MEMBERS OF THE BOARD OF TRUSTEES

- Trustee Mah mentioned his recent appointment to a one-year term on the ACCT Board of Directors. He briefly reported a few topics from the ACCT Conference in Seattle, including AI and DEI programs. They highlight challenges faced by DEI programs due to changes in state laws and the need for ACCT to balance member needs while remaining relevant. He also mentioned the strategic plan to maintain Washington trustee appointments and representation on the ACCT Board.

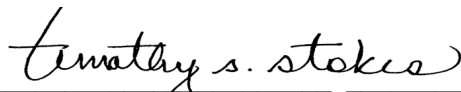
EXECUTIVE SESSION None.

ACTION ITEM FROM EXECUTIVE SESSION None.

ADJOURNMENT 5:15 P.M.



STEVEN DREW, BOARD CHAIR
SOUTH PUGET SOUND COMMUNITY COLLEGE



TIMOTHY STOKES, SECRETARY
SOUTH PUGET SOUND COMMUNITY COLLEGE