

**South Puget Sound Community College  
BOARD OF TRUSTEES  
REGULAR MEETING  
Tuesday, March 11, 2025  
Building 25-Boardroom  
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 10:30 A.M.-4:30 P.M**

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

**EXECUTIVE SESSION (CLOSED) – 10:30 A.M.-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**

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

**3. APPROVAL OF CONSENT AGENDA**

**A. ADOPTION OF MINUTES**

- February 4, 2025 regular board meeting

**(TAB 1)**

**B. MEETINGS AND CONFERENCES**

- ACT Trustee Tuesday, March 11, 2025, Virtual
- ACT Trustee Tuesday, April 8, 2025, Virtual

**C. ANNOUNCEMENTS**

- April 9, 2024 Faculty Tenure Reception, 4:45 p.m.

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

Regular Meeting  
April 9, 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 Doug Mah-secondary
- Foundation Board: Trustee Judy Hartmann-primary; Trustee Rozanne Garman-secondary

**6. REPORT FROM THE COLLEGE PRESIDENT (TAB 2)**

**7. INFORMATIVE REPORT** No Report.

**8. POLICY**

**8.1 Exceptional Faculty Awards–Winter Quarter (TAB 3)**  
**(Board Action Required)**

Sally Sharbaugh, Counselor and Co-chair of the Faculty Awards Committee, will present the Faculty Awards Committee's recommendation for Exceptional Faculty Awards for Winter Quarter 2025.

**8.2 Sabbatical Leave Request (TAB 4)**  
**(Board Action Required)**

Dr. Michelle Andreas, Vice President for Instruction, will present the

Faculty Sabbatical Committee's recommendation for sabbatical leave during the 2025-2026 academic year.

8.3 Faculty Award/Denial of Tenure and Contract Renewal/Non-Renewal (TAB 5)  
(Board Action Required)

Review committees for each of the probationary faculty have completed their activities and prepared evaluation and progress reports. Committee reports for all probationary faculty were reviewed by the Board prior to the March meeting. The Board will consider the award or denial of tenure for third-year probationary faculty and renewal or non-renewal of contracts for first-year and second-year probationary faculty. Probationary faculty members include the following:

**First Year**

Liona Burnham	English
Kaylee Harrington	Outreach & Instructional Librarian
Tania Jareen	CIS & CS
Mia Johnstone	Business
Tony Kennish	Automotive
Sanjay Lanka	Business
Juan Menjivar	Spanish
Sara Rose	Physics
Lars "Fredrik" Stranger	CIS & CS
Aimee Wagonblast	Nursing

**Second Year**

Megan Connell	Nursing
William Goff	Nursing
Hailey Hobbs	Accounting
Shannon Kelley	Nursing

**Third Year**

Ryer Banta	OE Librarian
John-Patrick Downey-McCarthy	Culinary
Matt Ito	English
Tiffany Johnston	Dental Assisting
Paradise Low	Math
Gabrielle Morales-Wilson	ABE/IBEST
Shruti More	CIS
Patti Poblete	English
Jolyn Ponder	Medical Assisting
Stephanie Rotelli	CCS
Brad Schrandt	Music
Jean-Baptiste Urtecho	Biology

**10. BUILDINGS AND GROUNDS** No Report.

**11. BUDGET AND FINANCE**

11.1 Quarterly Financial Report **(TAB 6)**

(Board Information – No Board Action Required)

Vice President for Finance and Operations, Dr. Tysha Tolefree, will report on the financial operation of the second quarter of the 2024-25 fiscal year.

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

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

**14. EXECUTIVE SESSION**

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**15. ACTION ITEM FROM EXECUTIVE SESSION**

**16. ADJOURNMENT**

**ADDENDUM**

11.2 Local Funding Support – Federal Programs for Spring Quarter 2025  
(Board Action Required)

The administration is requesting Board approval to expand the President's authority to spend *up to* \$1.2M of local funds (*Running Start excess revenue*) to advance the potential shortfall needed to support the continuance of existing federal programs; to include associated wages and benefits for students and staff that use and/or administer the resources. The college is taking a proactive measure to protect programs in place should the funding for these programs become temporarily unavailable through the federal government. Any local funds used will be returned in full once the college is reimbursed.

This expanded authority to use local funds for this purpose expires on October 31, 2025, 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. It is recommended that the Board approve this request, which supports student success and retention.

The funds will be used to support the following federally funded programs:

- Basic Food, Employment, and Training (**BFET**)
- Basic Education for Adults (**BEDA**)
- **Perkins** – funds support career and technical education
- **WorkFirst** – provides cash grants, medical assistance, welfare-to-work services, and work supports (including subsidized childcare through the Working Connections Child Care program) to eligible TANF families
- **Federal Work Study** - provides part-time jobs for students with financial need, allowing them to earn money to help pay for college