

**South Puget Sound Community College
BOARD OF TRUSTEES
REGULAR MEETING
Tuesday, June 9, 2026
Building 22-Room 195
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 11:00 A.M.-4:30 P.M.

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

EXECUTIVE SESSION (CLOSED) – 11:00 A.M.-11:30 A.M.

The Board is going into Executive Session: to review the performance of public employees and to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party.

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 – 11:30-11:45 A.M.

RECONVENE REGULAR MEETING – 11:45 A.M.

REDUCTION IN FORCE (RIF) HEARING – 11:45 A.M.-12:45 P.M.

1. 11:45-12:00 (15 minutes) Administration (Dr. Michelle Andreas, Vice President for Instruction)
2. 12:00-12:15 (15 minutes) J.P. Downey-McCarthy, Culinary Arts Professor
3. 12:15-12:30 (15 minutes) Emily Wallace, Culinary Arts Professor
4. 12:30-12:45 (15 minutes) Melanie Shelton, Baking & Pastry Arts Professor

BREAK – 12:45-1:00 P.M.

RECONVENE REGULAR MEETING – 1:00 P.M.

3. APPROVAL OF CONSENT AGENDA

A. ADOPTION OF MINUTES

- May 12, 2026 regular board meeting

B. MEETINGS AND CONFERENCES

- ACT Trustee Tuesday, June 9, 2026, Virtual
- July 9, 2026 Special Meeting (Board of Trustees Retreat)

C. ANNOUNCEMENTS

- 2026 Commencement Ceremony, June 13, 10:00 a.m., The Evergreen State College, Red Square

D. DATE OF THE NEXT BOARD MEETING

Regular Meeting
September 8, 2026
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.'

EXECUTIVE SESSION (CLOSED) – 1:45-2:15 P.M.

The Board is going into Executive Session: to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party.

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taken in collective bargaining, negotiations, grievances, or mediation (RCW 42.30.140(4)(a)).

RECONVENE REGULAR MEETING – 2:15-4:30 P.M.

5. BOARD SPECIAL COMMITTEE REPORTS

- ACT Legislative Action Committee (LAC): Trustee Doug Mah--primary; Trustee Steven Drew--secondary
- Board Finance Committee: Trustee Steven Drew--primary; Trustee Mark Brown--secondary
- Foundation Board: Trustee Rozanne Garman-primary; Trustee Judy Hartmann--secondary
- Ad-Hoc Governance Committee--Policies Review: Trustee Judy Hartmann--member; Trustee Doug Mah--member

6. REPORT FROM THE COLLEGE PRESIDENT (TAB 2)

7. POLICY

**7.1 Contract Renewal/Non-Renewal (TAB 3)
(Board Action Required)**

The Probationary Review Committees (PRC) have completed their 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 for the following:

Second Year: Evan Duncan, Welding Professor
Second Year: Jarold Montefalcon, Welding Professor

**7.2 Exceptional Faculty Awards--Spring Quarter (TAB 4)
(Board Action Required)**

The College and College Foundation have established Exceptional Faculty Awards, with funds generated by the College Foundation and matching grants from the State Legislature, the College, and the Foundation. These awards are granted and funded from endowments and interest generated annually by the college. Vice President for Instruction, Dr. Michelle Andreas, will present the Faculty Awards Committee's recommendations for Exceptional Faculty Awards for Spring Quarter 2026.

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

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

7.4 Election of 2026-27 Board of Trustees Officers
(Board Action Required)

The Board will consider the nominating committee's recommendations for the election of 2026-2027 Board officers.

7.5 Adoption of Changes to Board Policies (TAB 5)
(Board Action Required)

The Board of Trustees has the authority to adopt, amend or repeal policies for the governance of the college and the conduct of the business of the Board of Trustees. The Board's Ad-Hoc Governance Committee has reviewed current policies and recommends some updates. The Committee will discuss the proposed changes and present the final draft policies for Board approval.

8. BUDGET AND FINANCE

8.1 Closure of Three Programs (TAB 6)
(Board Action Required)

The Board of Trustees has the authority to discontinue academic and professional and technical degree programs. During the RIF Hearing, the college administration presented the information and recommendation for the closure of three programs. This is presented for the Board's consideration of the proposal to close the Culinary Arts Program, Baking & Pastry Arts Program, and the Paralegal Program.

1. Culinary Arts Program
2. Baking & Pastry Arts Program
3. Paralegal Program

8.2 Reduction in Force (RIF) (TAB 7)
(Board Action Required)

The Board of Trustees has the final decision regarding a Reduction in Force. During the RIF Hearing, the college administration presented the information and recommendation for the RIF and the faculty members presented their dissent. This is presented for the Board's consideration of the proposal to implement a Reduction in Force involving two Culinary Arts faculty members and one Baking and Pastry Arts faculty member.

1. J.P. Downey-McCarthy, Culinary Arts Program
2. Emily Wallace, Culinary Arts Program
3. Melanie Shelton, Baking & Pastry Arts Program

8.3 2026-2027 Operating Budget (TAB 8)
(Board Action Required)

Dr. Tysha Tolefree, Vice President for Finance and Operations, will

present for second reading, the Fiscal Year 2027 (FY27) Operating Budget, which implements the discontinuation of the Baking and Pastry Arts, Culinary Arts, and Paralegal programs; employee RIFs; and positions designated for elimination.

8.4 2026-2027 Services & Activities Fee Budget **(TAB 9)**
(Board Action Required)

Jennifer Manley, Dean of Student Engagement & Retention, will present the list of allocations for the 2026-2027 Services and Activities Fee Budget.

9. DIVERSITY, EQUITY, AND INCLUSION No Report.

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