I. CALL TO ORDER

Chair Jinkins called the meeting to order at 4:03 p.m.

II. General Matters

A. Changes/Approval of Agenda

Board Chair Jinkins stated that the AIA Citation Award will be presented later in the meeting due to a scheduling conflict for McGranahan Architects, and the report on Geothermal Analysis for the Health Careers Center will be postponed until January.

MOTION: Upon a motion by Board member Dennis, the board unanimously approved the Agenda as revised.

B. Approval of Minutes for the November 12 Regular Meeting

Trustee Wright asked that the November minutes be corrected to reflect his abstention on the approval of the October board minutes since he was not in attendance at that meeting.

MOTION: Upon a motion by Board member Dennis, the Board unanimously approved the corrected minutes of the November 12 Regular Meeting.

C. Introductions

President Transue introduced the Spring 2009 Tahoma Award recipients, Mike Goncharuk, Paula Sheldon, Dave Wellsbury, Dave Moffatt, Andy Duckworth, Char Gore, Alan Waugh, and Christopher Soran. Agnieszka Pederson and Rich Langhorn were unable to attend.

Tim Stokes, Executive Vice President of Academic and Student Services, introduced newly promoted David Endicott, Dean of Arts, Humanities and Social Sciences.

D. Correspondence--none
III. PRESENTATIONS

Department Videos
Alan Waugh shared an abbreviated version of the department videos that were shown at our fall Professional Development Days. The four divisions that were included were Running Start, our Custodial crew, Outreach, and Marketing & Communications.

eLearning Update
Charlie Crawford, Dean of Business, EAP, eLearning, and Learning Resources, introduced Andy Duckworth, Director of eLearning, Jo Munroe, Instructional Designer, Judy Foster, Media Services Supervisor (and also handles class scheduling for the campus), and Christopher Soran, Technical Support. Andy provided a PowerPoint presentation that included a “tour” of the department. Their division supports faculty and students with online courses and they create and edit video projects for the entire campus.

Andy discussed the enrollment growth in eLearning, and Jo provided information on the faculty learning grant we received. Enrollment growth shows that over the past five years there has been a significant growth which required increasing services such as:

- room scheduling,
- 24/7 support on eLearning courses for students and faculty,
- the Information Commons,
- multimedia production services and equipment,
- course development assistance,
- financial support to faculty for online courses (stipends), and
- development of 119 online hybrid courses.

Jo explained her methodology for retention, access and widening participation. She is working on creating a learning community which contains high impact educational practices. She mentioned that we have a $5,000 grant which will support eight to ten people who will meet regularly for one year to mentor each other and develop media such as podcasting and U-tube. What they are doing is sustainable.

V. ACTION ITEMS -- None

VI. NON-ACTION ITEMS

A. Commitment to Innovation: Learning
Tim Stokes provided a copy for the Board to review of “Measures that Matter”, which details some of the critical initiatives TCC has been working on in conjunction with the Strategic Plan:

- The Student Achievement Initiative and TCC: Celebrating our Success
- Developmental Education at TCC: A Positive Trend
- Samples of innovations that help TCC to “create learning” and improve student success

B. Legislative Report
Dan Small, Vice President of Institutional Advancement, stated that the legislative session begins in January. He also announced the budget information that just came from the Governor’s office today. The Governor must balance the budget to cover the shortfall and must do that with existing funds. Seventy percent of the budget reduction is protected by the constitution and since higher education is not in that protected field, it must take a portion of the cut. President Transue believes that the cut will amount to about $1.25 or more for TCC in 2010-11. The Governor is recommending additional funds for Worker Retraining enrollments which will be $325,000 to $350,000 for TCC. She is proposing to reduce state need grants and suspend $35 million in financial aid grants and loans for work study students, Washington Scholars, WAVE, and the Future Teachers Scholarship in 2011. Dan mentioned that our reserves fund will help TCC.

C. Budget Reduction Process
Silvia Barajas, Vice President of Administrative Services, provided a PowerPoint presentation on TCC operating revenue.

Local revenue characteristics:

- Sources: tuition, Running Start, excess enrollment
- Amount: varies from year to year based on excess enrollment
- Dependent on student enrollment
- Relationship to state budget reductions: independent. State budget reductions are earmarked for State Revenue.
State Revenue Characteristics:

- Sources: Stated allocation and Worker Retraining
- Yearly Amount: varies from year to year. Dependent on FTE and legislative action.

Our state revenue is $20.9 million (which includes salary and benefits, earmarks, and fixed costs such as unemployment compensation, utilities, etc.).

Our local revenue is $12.6 million (and includes such items as adjunct faculty salaries and benefits, goods and services, travel leases, scholarships and grants).

Silvia mentioned that, after vacant position salary savings and a reduction in operating expenses, we still have $823,000 in cuts we must make to match the Governor’s estimated cut for 2010-11. The stimulus dollars won’t help us.

D. AIA Citation Award
McGranahan Architects

Mike McGavock of McGranahan Architects presented an award TCC received from the local chapter of the American Institute of Architects.

E. Mission Study Task Force (MSTF) Recommendations

As explained by President Transue, the MSTF was formed in October 2008 to investigate current and future demand for community and technical college education in our state, including our role in baccalaureate education. It was asked to evaluate underserved areas of the state and how resources should be deployed to respond. It was also asked to evaluate governance, the role of technology in meeting and exceeding our mission, and the impact on funding requirements. The Task Force was chaired by Jim Garrison and staffed by Jan Yoshiwara, both from the State Board. There were four State Board members on the Task Force, four trustees, four presidents, four faculty members, and two State Board staff.

Initially, the MSTF studied demographic trends, the evolution of teaching and learning technologies, participation rates by location and demographic factors, and labor force trends, and they released their findings in July. As our population grows, we will be expected to respond to the increased demand. Special attention will be required to meet the growing Hispanic population, underserved areas of the state, and people needing basic education. We will continue to be challenged by a skills gap between workers and available jobs, and we will be tasked to define our role in baccalaureate education. Web and mobile technology will find increasing use in the delivery of learning, as will online content and texts. Resources will probably continue to be strained and colleges will need to seek efficiencies through common practices and combined operations where possible.

From these findings, the Task Force developed a set of recommendations which were presented to the State Board on December 2. The recommendations included a commitment to raise overall participation rates, especially among underserved populations. We need to expand capacity in workforce training programs to address the skills gap. Better funding for adult basic education should be a system priority. We should play a role in increasing the number of citizens with applied baccalaureate degrees. The pathway from high school to 2 year colleges and 4 year universities should be strengthened and improved. The Student Achievement Initiative, which rewards colleges for helping students successfully negotiate hurdles on the way to their degrees, should be continued and strengthened. Investment in technology and in 21st century learning environments on our campuses is essential. Existing colleges should be asked to meet needs in underserved communities. Centralized e-learning resources will create system-wide efficiencies. Strong professional development programs and competitive compensation are essential as is a commitment to a diverse staff that reflects the populations we serve. With a focus on how to best serve students, various regions will examine opportunities for boundary changes, cooperation, joint operations where appropriate, the pros and cons of consolidation.

All of these recommendations will require resources beyond what is currently available. Over the next few months our system will need to decide which of these recommendations should have greatest priority and how they should be implemented.
VII. REPORTS

A. Administrative Report

President Transue briefly mentioned the following:

1. The auditors arrived last month and have been performing their biennial review. The Board will be advised when the exit interview will take place. The auditors request that two trustees attend that meeting.

2. There was a full house for the faculty and retirees reception at the President’s home on November 19.

3. We held another brown bag lunch forum on November 23 and went into a little more detail with faculty and staff about the $1.25 million anticipated budget reduction for 2010-11.

4. The Multicultural Advisory Council meeting on Dec. 2 included an interesting report by Jon Ketler, Principal of Tacoma School of the Arts.

5. The Art Gallery is hosting the Empty Bowls show from January 15-March 15. Artists will donate bowls to the gallery and will be sold for $10 each. 100% of the proceeds will go to the Emergency Food Network. They are also hosting a Social Injustice show and a full article is being written about it in the January issue of City Arts, but we don't have all the details yet.

6. The national publication Community College Week and Pierce County Business Examine included announcements and pictures regarding the appointment of Trustee Wright.

7. The Tacoma-Pierce County publication Chamber Vision included an article by Lisa Edwards, “Return on Expectations,” a new approach to corporate learning.

8. The Pierce County Coordinating Council is made up of two college trustee representatives from each college. Our current representatives are trustees Whang and Walton. However, many of the non-member trustees attend these quarterly breakfast meetings, as well, and President Transue encouraged the other trustees to attend those meetings when possible. The 2010 meetings will be held at Pierce College Steilacoom.

9. President Transue reminded the board about the holiday luncheon on December 17.

B. Faculty Report—Mike Towey, Faculty Union Representative, reported that the faculty union met and held elections. The results will be announced before Christmas. He shared that the faculty will be voting on the new Constitution which hadn't been revised for many years. Everything seems to be moving along well.

C. Classified Staff Report—No report.


E. Foundation –Christopher Algeo, President of the Foundation, stated that several end-of-year mailings have or will be sent out:

1. The 2010 calendar will be sent this week.
2. An end-of-year solicitation was sent out the first week of December.
3. A mailing to “buy a brick” was sent out to approximately 2,500 alumni. These make great holiday gifts.

Work continues on online giving, and the Foundation hopes it will be up and running in early 2010 to accept online gifts and event registration. They are currently soliciting sponsorships for the 2010 10th Anniversary Tacoma Wine Classic. Procurement/sponsorship forms were provided to the board and Christopher suggested that they need items such as golf outings, condos, travel packages, weekend getaways, gift certificates, spa packages, time shares, and wine.

F. Board report:

The Trustees discussed the possibility of a winter retreat on January 22 and it was agreed that one was not necessary. Chair Jinkins then went over the upcoming event schedule to determine what trustees can attend events:

December 15 Foundation board meeting: Trustee Dennis
Annual TCC Holiday Luncheon, Dec. 17: Trustees Jinkins and Walton
TACTC Legislative Conference January 24-25: Trustee Wright will attend the new trustee orientation on January 24. Trustee Dennis will attend on Jan. 25. Trustees Whang and Jinkins will attend both January 24 and 25.

VIII. REMARKS- None

IX. EXECUTIVE SESSION
At 5:34 p.m. Chair Jinkins announced that the Board would adjourn to Executive Session for approximately 40 minutes to discuss the review of professional negotiations and agency litigation. No action was expected to be taken.

At 6:18 p.m. the Board reconvened to open public meeting.

X. ADJOURNMENT
There being no further business, the meeting was adjourned at 6:19 p.m.

Laurie Jinkins, Chair