CALL TO ORDER
Chair Jinkins called the meeting to order at 4:05 p.m.

General Matters

A. Changes/Approval of Agenda

MOTION: Upon a motion by Board member Dennis, the board unanimously approved the Agenda after Chair Jinkins announced that the Classified Staff report would be given by Rich Langhorn immediately following the Athletic Department report by Carl Howell.

B. Approval of Minutes for the December 9, 2010 Regular Meeting

MOTION: Upon a motion by Board member Dennis, the Board unanimously approved the minutes of the December 9, 2010 Regular Meeting.

C. Introductions

President Transue introduced the 2009 Classified and Exempt Employee Excellence Award recipients.

- Classified Staff: Sandra Townley, Library Circulation Supervisor, Barbara Hanson, Administrative Assistant at the Gig Harbor Campus, and Christine Brubaker, Secretary Senior in the Nursing Department of Health, Justice & Human Services.
- Exempt Staff: Christopher Soran, eLearning Support Specialist, and Reuth Kao, Coordinator of International Student Services and Programs.

Mary Chikwinya, Vice President of Student Services, introduced Steve Ashpole, our new Director of Enrollment Services & Registrar.
D. Correspondence—none

E. Athletics
Carl Howell, Director of Athletics, announced that the athletic students had the highest grade point average they’ve ever had for fall quarter at TCC. Carl then introduced Volleyball students Alex Zawadzki and Katie Hildebrandt, Women’s Basketball students Elaina Trammell and Sarah Quantz, and Men’s Basketball students Darious Walker and Royal Lexing. The students presented the President and Board members with TCC Titan jackets.

Mary Chikwinya recognized Carl for his excellent work as Athletic Director and remarked how much TCC appreciates him.

Classified Staff Report—Rich Langhorn, co-President of the Classified Staff Council (CSC), congratulated Classified Staff Excellence Award recipients Sandra Townley, Barb Hanson, and Christine Brubaker. He also congratulated Melanie Johnson, Administrative Assistant in the Arts, Humanities, and Social Sciences Department, for receiving her liberal arts degree. The CSC is finalizing plans for its breakaway in May and would like to hold it at Pt. Defiance Zoo. Their guest speaker will be Dr. Richard Strand from Olympic College and Rich thanked Dr. Transue for helping them retain Dr. Strand free of charge. The CSC held a meeting to discuss subjects such as fundraising, a wellness workshop, and the breakaway. Linda Van Doren will be representing classified staff at the STAAC Conference at Highline.

III. PRESENTATIONS
Portal Demonstrations
Gary Sigmen, Director of Information Systems, Dale Stowell, Director of Marketing, Communications, and Outreach, Charlie Crawford, Dean of Business, EAP, eLearning, and Learning Resources, and Eric Domazlicky, IT Systems Specialist, explained and provided a demonstration of our new portal which is 90% complete. This was a combined effort of many people across campus and two consultants. The content on the portal is a decentralized model updated by all departments in their respective areas. Gary stated that we are well prepared for the official launch date of Tuesday, January 19.

The new portal was created to reduce redundancy, improve graphics, and make the search for information more efficient. There are two views of the portal: the staff view and the student view. Eric showed the new Quick Links section which allows individuals to personalize for quick and easy access the information frequently used for their specific purposes. Eric showed the many links for staff (Forms, Campus Services, Student Resources, Human Resources, Faculty, Personal, and Administrative) and portal links for students (Main Academics & Registration, Student Services & Support, Money & Jobs, Campus Life, Campus Services, Maps, and Personal). He demonstrated how to customize the contents of the portal.

Trustees Whang and Dennis were in agreement that we need to be able to use the portal to disburse announcements on security issues. Dale explained that there are plans for that and it will be a major article in The Challenge. (Dave Pelkey pointed out that the e2campus automatically goes to phones and emails.)

The Breaking Through Project
Paula Norby, Dean of Workforce, Basic Skills and Corrections, Education, explained that Breaking Through, a multiyear demonstration project, promotes and strengthens the efforts of innovative community colleges across the country to help low-literacy adults prepare for and succeed in occupational and technical degree programs. The goal is to strengthen postsecondary outcomes for low-income adults by focusing on strategies that create more effective pathways through pre-college and degree-level programs.

Breaking Through is a collaboration between Jobs for the Future (JFF), an organization committed to strengthening the success of community colleges with all low-income students, and the National Council for Workforce Education (NCWE), an organization of community college-based workforce development leaders. JFF is a leading innovator in strategies to accelerate education and career advancement for both young people and adults. NCWE committed to this project in order to help its members develop effective pipelines for low-literacy adults into good technical programs.

To build upon the research findings, the C.S. Mott Foundation and the North Carolina GlaxoSmithKline Foundation funded a three-year (2005-08) national demonstration initiative, led by JFF and NCWE.

TCC participated as one of the 25 institutions designated as a Learning College. We made the commitment to restructure our offerings to support the advancement of low-literacy students to degree programs. We benefited from opportunities to learn from one another and receive technical assistance from NCWE and JFF. TCC expanded offerings in our IBEST programs: Accounting Office Associate, Office Assistant, Child Development Specialist, Case Aide, Computerized Accounting, Corrections, Secure Logistics, and Medical
Office Clerk. We combined basic skills instruction with instruction in an approved professional technical certificate program. We took the Team Teaching Approach in Basic Skills and Professional / Technical programs. All programs lead to an industry recognized certificate and are part of an approved degree pathway.

In summer 2009, TCC had the opportunity to apply for funds to scale up our Breaking Through Initiative. TCC was one of five community colleges nationwide to receive a $40,000 grant from the Bill & Melinda Gates Foundation to do so.

Grant funds will be used to take a closer look at the basic skills curriculum and to align our standards and outcomes with those in the developmental education and EAP programs. During winter quarter, the ABE and ESL faculty team will work closely with instructors from developmental education and English for academic purposes to explore and compare curriculum and identify gaps and overlap in areas taught in all programs. Our goal is to streamline and accelerate areas of the basic skills curriculum so our students will more readily transition to higher levels of developmental education and/or EAP upon completion of I-BEST, ABE, GED and/or ESL. The alignment will also inform the further development of the Transition curriculum which will include the addition of a hybrid online component.

Paula provided a chart that shows the payoffs of IBEST and how TCC has done in comparison to traditional students. Trustee Dennis asked if the Gates Foundation keeps close tabs on how successful we are and Paula responded yes, that we were required to attend sessions on how to collect data.

V. ACTION ITEMS
A. Approve for Study: Foundation Quot Pro Quo
Each year the TCC Foundation Board and the TCC Board of Trustees review the Quot Pro Quo agreement between the College and the TCC Foundation. The Quot Pro Quo establishes the amount of salaries and expenses paid by the college in support of Foundation operations. Because the 2009-10 Quot Pro Quo is being approved in the middle of the budget year, this agreement has been approved by the Foundation Board to cover two fiscal years (2009-10 and 2010-11) instead of the normal one year.

MOTION: Upon a motion by Board member Dennis, the Board unanimously approved for study the Foundation Quot Pro Quo agreement.

VI. NON-ACTION ITEMS
A. Commitment to Innovation: Student Support
Mary Chikwiya, Vice President of Student Services, stated that we continue to make progress in advising and financial aid in the responses to the Noel Levitz Survey. She provided copies of core indicators of the Student Satisfaction Survey taken in Fall 2009. (President Transue explained that a major concern we had was that the last survey showed the students felt the most important issue was advising, and we’ve made progress on that.) There continues to be an upward trend in the areas of campus support services, academic advising and counseling, admissions and financial aid, and registration effectiveness. The point was made that the comparisons with other institutions aren’t really good comparisons, nor do they reflect well on TCC, since the other institutions are a different size. If compared with like institutions, we might well be above the median in responses to the survey.

B. Alumni Update
Robin Echtle, Interim Executive Director of the Foundation, provided a power point presentation on the Foundation’s plans for developing an alumni association. Their method of approach for the association:

Why would someone join the association?
- Get and stay connected to TCC.
- Occasions for social and professional networking.
- Learn/practice leadership (career development).
- (Re)connect with friends.
- Opportunities to support the objectives of TCC and the Foundation.

The plans:
- The Foundation has completed a mailing to identify alumni.
- They are currently getting alumni self-identifications through the web.
- They will recruit a core group to drive initial planning.
- Hold a social event in spring 2010.
- Solicit input from core group on program.
- There will be a visibility effort at our 2010 Commencement.
What we hope to learn over the course of the year:

- Alumni program outcomes and evaluation.
- What the benefits to alumni, TCC, and the community are.
- Our budget and our calendar.
- What is our strongest recruitment message?
- What’s our most effective benefit?
- What are our benchmarks?

What will this do for TCC?

- Increase our relevance to our students and our community.
- Cultivate excitement for TCC.
- Another method to engage and connect diverse students.
- Identify and cultivate (future) leaders.
- Supports TCC events and activities via time, talent and treasure.

We start by making sure every student knows about our Alumni Association. We build it by visibility at TCC events and activities and we create a “culture of connection” from outreach to alumni.

Board member Wright asked if we will have an alumni portal. Dale Stowell explained that we haven’t really discussed an alumni portal but have begun conversations about letting students keep their initial TCC email account so they can stay in contact with and connected to TCC.

Board Chair Jinkins asked for clarification on what constitutes an alumnus. Do they have to be graduates of TCC? Robin explained that an alumnus is anyone who has ever attended TCC.

C. Legislative Report

Dan Small, Vice President of Institutional Advancement, announced that the legislature got under way on Monday, January 11. The state is facing a $2.62 billion shortfall. He provided handouts with the highlights of the Governor’s State of the State speech given on January 12. Governor Gregoire is putting together a revised budget which has some additional revenue-producing items which may or may not include tax increases. Dan provided a document detailing the effect the Governor’s proposed budget will mean for community and technical colleges. It would affect TCC by increasing our budget reduction from $1.4 million to approximately $2.1 million.

Our enrollment is up about 20% and we are taking as many students as we can with limited resources. We are asking the legislature to keep the cuts as low as possible so we can continue to do good work to help the economy.

Dan mentioned House Bill 2634 and Senate Bill 6359 which has to do with efficiencies and possible consolidations of colleges. President Transue will be testifying in Olympia about these bills. Dan will get the list of hearings coming up next week and will send to the Board a link on this information.

Orlando Monserrate has been helping the student body fill out postcards explaining how a community college education has been important to them. The postcards will be hand-delivered to legislators on January 25. It was agreed that personal stories are very impactful and it would be helpful to include a few letters from students.

VII. REPORTS

A. Administrative Report

President Transue briefly mentioned the following:

1. The Bates Technical College Board will most likely make an offer to Lyle Quasim to serve as interim President. If he accepts, he will have to resign from SBCTC.

2. President Transue will be giving testimony tomorrow in Olympia on the House bill sponsored by Rep. Carlyle on improving efficiencies in the community and technical college system. A copy of the bill and Chris Reykdal’s summary of the bill will be sent to the Board. Senator Kilmer has introduced the same bill in the Senate. One of the provisions of the bill moves authority to the State Board to merge colleges.
3. State Board Executive Director Charlie Earl and President Transue met with the Governor’s Chief of Staff, Jay Manning, to discuss our priorities and the challenges facing our community and technical college system.

4. The auditors met for their exit interview with trustee Don Dennis, Tim Stokes, Silvia Barajas, and Mary Ann Brummond on Jan. 6. There were no findings and the report was positive.

5. We will be holding a signing ceremony here on January 20 with Sohae College in Korea. The president of that college will be flying here for this ceremony. Trustee Whang suggested that we start videotaping these events for commemorative gifts.

6. The Holiday Luncheon was a festive affair and we had more attendees than ever. Board Chair Jinkins assisted in handing out years of service awards.

7. President Transue and board member Wright will be attending the New Trustee Orientation on January 25.

8. On March 23, Multicare Health System is hosting a “Healthy Breakfast Showcase” at the Hotel Murano Pavilion. TCC is one of the nominees for the WorkWell Designation along with seven other organizations such as the City of Tacoma, Multicare, the Chamber, and the American Heart Association.

9. There was an article in The News Tribune about the increase in enrollment at two-year colleges due to the economy.

10. There was an article in City Arts about TCC’s Social Injustice exhibition at the Art Gallery on display from January 15 through March 15.

B. Faculty Report—Mike Towey, Faculty Union Representative, said there has been real collaboration with faculty to try to fill the few openings in classrooms. The state union has taken an interest in House Bill 2634 and feels it gives more power to the State Board and focuses attention on two areas in King County. He stated that it could have some repercussions for other areas. Mike reported that campus negotiations are going well and are being approached in a logical way with some good guidelines.

C. Associated Students Report – Orlando Monserrate, President of the Student Body, stated that the beginning of the quarter went well. He passed out an Events Calendar for winter quarter. He specifically mentioned the Club Fair on Jan. 20 where all clubs will be in the Student Center and recruiting for membership. He also mentioned that the Arts & Lecture series is very exciting. The postcards to the legislators were passed out at the Student Senate meeting. Orlando appreciated the suggestion that personal letters be collected from students and will work on getting some.

D. Foundation –Christopher Algeo, President of the Foundation, provided information on the following:

- The Annual Campaign, which includes Scholarship funds, the Early Learning Center, and Greatest Needs, has raised nearly $300,000 to date.
- The 2010 Tacoma Wine Classic Tenth Anniversary event planning is in process. We are procuring items for silent and live auctions. Christopher asked that any donations be given to Robin Echtle.
- The Foundation has begun its Legacy program and the Board was provided with a copy of the brochure.
- The Hites Family Foundation Challenge Grant – The monies raised support scholarships to TCC graduates at UW-T. They will match 2 for 1 up to $50,000. To date we have raised $42,000. Monies must be in hand by 2/28/10. Christopher applauded the efforts of former Trustee John Lantz and his wife Pat for leading the effort.
- Foundation scholarships will open February 1st for the 2010-2011 school year. Staff is working hard to improve the processes for students. A copy of the newly revised scholarship booklet was provided to the Board.
- President Transue mentioned that she and Christopher met with Steve Maxwell from Keybank and talked to him about the Foundation.

E. Board report:
Chair Jinkins went over the upcoming event schedule to determine which events trustees can attend: Trustee Wright has agreed to serve on the Foundation Board.

- TACTC Legislative Conference Jan. 24-25: Board members Jinkins, Dennis, Whang, and Wright will attend all or part of this conference.
- ACCT Legislative Summit Feb. 7-10: Fred Whang
- Foundation Board Meeting Jan. 26: Chad Wright
- Pierce County Coordinating Council Feb. 5: Marilyn Walton and Laurie Jinkins

Board Chair Jinkins recognized 2009 Distinguished Alumnus Jim Walton and thanked him for attending the Board meeting. Trustee Dennis thanked the college and Janine Mott for the successful legislative sendoff at the Gig Harbor Campus. There were about 100 people in attendance and Trustee Dennis received a lot of positive feedback. The event was videotaped.

VIII. REMARKS - None

IX. EXECUTIVE SESSION
At 5:45 p.m. Chair Jinkins announced that the Board would adjourn to Executive Session for approximately 15 minutes to discuss agency litigation.

At 5:56 the Board reconvened to open public meeting.

X. ADJOURNMENT
There being no further business, the meeting was adjourned at 5:57 p.m.

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Laurie Jinkins, Chair