

**Tacoma Community College
Board of Trustees Regular Meeting
October 9, 2013, 4:00 p.m.
Tacoma Community College
Building 12 ~ College Room**

MINUTES

Board Members

Chad Wright, Chair
Liz Dunbar, Vice Chair
Don Dennis
Bob Ryan

Administration/Faculty/Staff/Guests

Stephanie Rock
Kyra Robertson
Mary Pederson
Dan Kriley
William Saguil
Heather Urschel-Speir
Melissa Adams
Jim Reisdorf
Kalvin Satiacum
Johnny Gordon
Lita Kuaea
Heather Gillanders
Rita McElfresh
Kendra Feinstein
Michelle Trafesser
Anne Lyman
Robin Conti

Administration/Faculty/Staff/Guests

Pamela Transue	Tod Treat
Mary Chikwinya	Anne Shaw, AAG
Silvia Barajas	Angela Wheeler
Pat Shuman	Jen Nagy
Dave Howard	Mary DeWine
Jackie Gorman	Clint Steele
Janine Mott	Kelley Sadler
Mike Flodin	Shema Hanebutte
David Endicott	Rachel Payne
Charlie Crawford	Krista Fox
Bill Ryberg	Elizabeth Hyun
Nancy Novak	Victoria Ichungwa
Dolores Haugen	Steve Ashpole
Mary Ann Brummond	Sharon Winters
Val Robertson	Sabine Endicott
Barb Peterson	Andy Duckworth
Leanne Foster	Alan Waugh
Jason Alves	Scott Perkins
Chris Betz	Jennifer Sorenson
Mary Jane Oberhofer	Wendy Fordham
Jayne Crumpton	Lorena Saucedo
Mary Fliss	Mary Anne Tagulinao
Cathy Nordstrom	Sean VanDommelen
Cathie Bitz	Judy Colarusso

I. CALL TO ORDER

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

II. General Matters

A. Changes/Approval of Agenda

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

B. Approval of Minutes for the September 11 Regular Meeting.

MOTION: Upon a motion by Board member **Dennis**, the board unanimously approved the minutes of the September 11 Regular Meeting.

President Transue announced the sad loss of Bill Harrington, Veteran Affairs Coordinator. He passed away on Oct. 1 of a sudden heart attack. Bill had been at TCC for nearly 20 years and had served in several capacities. He was well liked and respected by the campus community.

C. Introductions –

Mike Flodin, Dean of Mathematics, Sciences and Engineering, introduced new faculty members **Rita McElfresh** (Math), **Michelle Trafesser** (Engineering), and **Kendra Feinstein** (Math). **David Endicott**, Dean of Arts, Humanities, and Social Sciences, introduced staff member **Chris Betz** and **Anne Lyman**, Music Instructor. **Krista Fox**, Dean of Health, Business and Professional Services Division, introduced faculty members **Jennifer Sorenson** (Paralegal) and **Mary Jane Oberhofer** (Business & Logistics). **Nancy Novak** introduced Nursing staff member **Cathy Nordstrom** and Nursing faculty members **Wendy Fordham**, **Mary Anne Tagulinao**, and **Robin Conti**. **Dolores Haugen**, Director of K-12 Partnerships and Student Conduct, introduced Fresh Start Retention Specialists **Jayne Crumpton**, **Stephanie Rock**, and **Kyra Robertson**. **Shema Hanebutte**, Dean of Counseling and Advising, WRT and Career Services, introduced Advisors **Dan Kriley** and **William Saguil**, and Faculty Counselor **Mary Pedersen**. **Heather Urschel-Speir**, Director of the Writing & Tutoring Center and Reading & Study Skills Center, introduced **Scott Perkins**, Program Assistant. **Sharon Winters**, Library Director, introduced **Melissa Adams** and **Heather Gillanders**. **Charlie Crawford**, Dean of Academic Services,

eLearning, Library and Information Systems, introduced **Jim Reisdorf**. The Trustees welcomed all the new faculty and staff.

D. Correspondence

We received a letter from the Association for Institutional Research. They reported that Victoria Ichungwa completed two courses: Foundations of Data Management and Longitudinal Tracking for Institutional Research. Victoria received a scholarship to attend this Academy and the letter stated that Victoria's accomplishment required a significant investment of time, completion of assignments, and interaction with mentors to demonstrate content mastery. President Transue presented Victoria with her certificate of completion.

E. Board Report

- **Trustee Dunbar** attended the ACCT conference in Seattle, Oct. 2-4. She remarked that the Asian Pacific Islander/Native American caucus was very well attended with about 100 people. She also attended Multicultural Advisory Council and Pierce County Coordinating Council.
- **Trustee Dennis** attended legislative meetings with President Transue to describe what TCC and other Pierce County colleges are doing in the state. He stated that they were very productive meetings. He has met with new legislators and has regular meetings with Rep. Larry Seaquist. He also attended the MAC meeting.
- **Trustee Ryan** attended the Pierce County Coordinating Council, ACCT Conference, and participated in the ACCT conference panel with President Transue regarding GISS. While there he also attended the TACTC meeting.
- **Chair Wright** attended the Foundation board retreat which he felt was very productive. He attended ACCT and was a panelist on the Chair's Academy panel about the leadership team of the Board.

III. PRESENTATION

Student Voice

Mary DeWine, Developmental Studies Instructor, showed a video that was presented to faculty and staff at Professional Development Days entitled, "Journeys of Resilience." Student **Kalvin Saticum** introduced the film. He stated that the students spent four or five months working on this documentary. The film is a powerful collection of student interviews that details the struggles and barriers they have faced in life but how they've learned that education is the key to a better future.

Trustees all shared their appreciation of the students' contributions to the campus and that the information in the film reinforces the purpose of the Board. This film, both the full-length version and the shortened version, will be provided to everyone who requests it. The students want to continue with their work and create more films like it.

IV. PUBLIC HEARING

At 4:48 p.m. Board Chair **Wright** declared the Public Hearing open for public comments on the proposed revision to Washington Administrative Code 132V-135 – Use of College Facilities for Expressive Activity.

Adopt: WAC Chapter 132V-135 – Use of College Facilities for Expressive Activity

Mary Chikwinya, Vice President for Student Services, explained the purpose for the revision to this WAC. Last year (2011-12), the College chose to initiate a new WAC section to address the use of facilities for expressive activities. This request was in response to the encampment protest activities that occurred at various state agencies for, and in some cases, extended periods of time and resulting in significant property damage. The state agencies affected did not have a policy in place to address these types of activities as most were protected by the first amendment. This policy preserves first amendment rights for all campus and non-campus users, while at the same time establishes parameters for the safe and effective use of facilities. The Shared Governance Councils reviewed and endorsed the policy. The committee conducted informational presentations of the policy to the College Council, Institutional Administrators, and the Student Services Leadership Team. Mary stated that, since the Trustees' original review of the document, there have been some minor revisions that include the change of the title to "Use of College Facilities", and Section 132V-135-030, Use of College Premises, and explained those changes.

Chair **Wright** asked if there were any public comments. There being none, the public hearing was declared closed at 4:55 p.m. and the regular meeting reopened for action on this item.

V. ACTION ITEMS

A. Approve: Washington Administrative Code Revision 132V-135, Use of College Facilities

MOTION: Upon a motion by Board member **Dennis**, the Board unanimously approved the revisions of WAC 132V-135, Use of College Facilities.

B. Approve: Resolution 2013-02: 2013-14 Operating Budget

MOTION: Upon a motion by Board member **Dunbar** the Board unanimously approved Resolution 2013-02: 2013-14 Operating Budget.

C. Approve: Strategic Investment Options

MOTION: Upon a motion by Board member **Ryan**, the Board unanimously approved the use of one time funds above the required reserve to address Strategic Investment Options totaling \$926,255.

D. Approve: Holiday Variance 2014

MOTION: Upon a motion by Board member **Dunbar**, the Board unanimously approved the 2014 Holiday Variance which exchanges President's Day, February 17, 2014 to Friday, December 26, 2014.

V. NON-ACTION ITEMS

A. Pathway to Completion: "Measuring Up" in Context

Tod Treat, Executive Vice President of Academic and Students Affairs, reported on the data that looks at the student achievement initiative. Our Pathway to Completion represents the student's journey and our intent is to see students complete.

He focused on data for TCC, comparing it to the overall SBCTC colleges. He stated that there is a lot of good news, but there are some areas of concern. Trends he highlighted for students who transition from basic skills to college level courses:

1. ABE and GED: We have made a number of adjustments and this year we are focusing on this area.
2. ESL: We have been doing a good job. There was discussion on the validity of this data since many students only attend to learn English and as such don't show up in the data as completers. Tod stated that one of our particular goals is to encourage these students to continue their education.
3. Pre-College Math students who complete college-level Math: Statistics show we are making great progress.

Regarding completions per academic transfer students enrolled, we are looking at how we compare to other institutions and what we can do to improve. We are working off three different hypotheses:

1. Too many, too new – over 50% of our "non-completers" earned a momentum point.
2. Leaving too early – over one third of our "non-completers" earned 30 or 45 credits.
3. Part-time – Over 50% of our "non-completers" are part time.

We will be comparing our data to both institutions similar to ours and institutions not exactly like us and will report back to the Board when the data is compiled.

Regarding Professional/Technical completions: We are doing well and will continue to improve.

Trustee Ryan stated that a discussion was held at the TACTC conference and there were some questions about the importance of this data.

B. Review 2013-14 Operational Plan

Tod provided copies of the 2013-14 Operational Plan and administrators highlighted specific priorities.

He highlighted the Create Learning priorities, as well as some of the strategies and expected outcomes. Some of those highlights:

- Create multiple and equitable learning environments that support the needs of our diverse student population.

- Assess community needs and develop vision and plan to expand Gig Harbor Campus.
- Invest in innovation and curricula designed to improve student achievement.
 - Improve English/Reading assessment, using multiple, weighted measures as per plan developed 2012-13.
- Develop and assess learning outcomes to ensure students transition successfully with the necessary knowledge and skills.
 - Update policy and process for Prior Learning Assessment.

Some of the Achieve Equity highlights presented by Mary Chikwinya were:

- Develop and sustain efforts to make college more accessible and affordable.
 - Implement Tacoma Housing Authority partnership program.
- Develop and maintain a comprehensive outreach system that connects and engages our diverse community.
 - Increase engagement with the Hispanic Community.

Some of the highlights of Engage Community given by Bill Ryberg, Director of the Foundation, were:

- Cultivate local and global partnerships that support college and community economic growth and sustainability.
 - Develop strategies for cultivating Gig Harbor leaders, friends and donors to support possible Gig Harbor Campus expansion.
 - Establish College-Foundation support team of TCC faculty, staff, administration, Foundation staff and board.

Bill mentioned that the Foundation has been going through an internal assessment, looking at the Foundation, its capabilities and its structure. He remarked that the Foundation is committed to raising more money for scholarships.

Silvia Barajas also highlighted some Engage Community priorities:

- Foster a climate that values and celebrates divergent perspectives and works to achieve social justice.
 - Develop cultural competence training for use with TCC faculty and staff and train co-chairs of PCED in intercultural development inventory.
- Enhance attractive, accessible and easy-to-navigate physical and virtual environments.
 - Purchase and install disaster/earthquake survival kits in all campus buildings.

C. New Strategic Plan Process

Tod went through the strategic planning process. He stated that we have an interesting convergence of events. We are going through year seven of our accreditation process, and we are in the last year of our strategic plan. Developing a new plan is when we identify the appropriate direction the school should go. Tod stated that our current plan, "Commitment to Success," has been very effective. Our first step will be to pick up where this plan leaves off and include those things that are still relevant. There will be teams populated by faculty, administration, and staff focused on five areas:

1. Environmental scan
2. Theme 1 team (Create Learning)
3. Theme 2 team (Achieve Equity)
4. Theme 3 (Engage Community)
5. Innovations (looking at far horizon issues)

We will be deeply engaged with external stakeholders such as the Foundation Board and external organizations. We will feed input and look at strengths, weaknesses, opportunities and threats of seven different areas:

1. Educational
2. Institutional
3. Governmental
4. Social
5. Economic
6. Geographic
7. Demographic

A draft of the new strategic plan will be brought to the Board in April.

D. External Trends

- **Affordable Care Act**

Silvia Barajas, Vice President of Administrative Services, introduced **Mary Fliss**, Deputy Director of the Public Employees Benefits Division of the Washington State Health Care Authority. Mary went over key points of the Affordable Care Act (ACA). ACA went live on October 1 and will begin on January 1. Mary provided a handout that gives an overview of the Washington Apple Health/Medicaid expansion and supplied brochures that explain eligibility and will help people apply for coverage. There was a requirement that colleges provide this information to students and staff by Oct. 1 and we have met that requirement. Silvia mentioned that she is working with Pt. Defiance about the possibility of people coming to campus and TCC helping them enroll.

- **Military Drawdown**

Mary Chikwinya introduced **Jason Alves**, Program Manager of the Veterans Conservation Corps/Vet Corp Behavioral Health Program. He provided data on the Veteran impact to colleges in Washington State, although he mentioned that much of the data, taken from the SBCTC, is dated.

- Washington State Veteran population is ranked #10 out of all states.
- Pierce County has 90,472 Veterans.
- The number of Veterans and their families capitalizing on the GI Bill Education Assistance Program almost doubled in 2011 with a 190% increase.
- The total of non-active Veterans at TCC from Fall 2012 to Spring 2013 was 488.
- Total 2012-13 TCC Veterans population headcount (including families/dependents) was 1,029.

- **Student Loan Rates**

Mary Chikwinya introduced **Lorena Saucedo** who provided a report on direct loan interest rates for TCC students. 2,663 students received a subsidized student loan. 2,444 students received an unsubsidized student loan (these numbers are not unduplicated). She went over the interest rates and their fluctuations over the years. Efforts are being made to educate students about student loans. Some points Lorena made:

- Students are required to have entrance counseling before receiving a student loan.
- New student information sessions include a segment on financial literacy as it relates to the cost of higher education and attendance.
- Free student workshop series include one on financial literacy.
- CASA MECA requires it as a part of our intake and needs assessment process.
- Student Life and Activities offers a number of events and activities focused on money management and credit card debt.

Lorena stated that the new student loan interest rate deal only fixes one thing – interest rates. It does nothing to address the larger issues plaguing higher education such as rising tuition, over-borrowing and the mounting student debt crisis. Mary stated that we are seeing more students who are interested in taking out the maximum on their student loans, and we are trying to help them understand the implications of those loans down the road. We want to help minimize student debt.

VI. REPORTS

A. Administrative Report

President Transue mentioned the following:

1. Simon Villa from the Governor's Boards and Commissions office communicated that we should learn who the Governor selects to replace Trustee Whang by sometime next week.
2. President Transue attended the Combase conference in Charleston, South Carolina from September 22-24.
3. Achieving the Dream has partnered with MDC on a project addressing long-term student success. **MDC** is a nonprofit organization that has been publishing research and developing programs focused on expanding opportunity, reducing poverty, and addressing structural inequity for more than 40 years. It has partnered with other organizations such as the Lumina Foundation and with the Bill & Melinda Gates Foundation to create community partnerships to significantly increase the number of low-income youth who complete postsecondary credentials.

The President reported that TCC is one of three colleges they picked to feature. The primary audience for these briefs will be community college faculty and staff responsible for day-to-day

delivery of developmental education. It is also hoped that these briefs will inform policymakers, funders, and others who are interested in increasing postsecondary credential attainment. Since TCC would be a featured college, a team of three people from AtD or MDC conducted a site visit and interviewed administration, faculty, staff and students.

4. The President's annual reception for faculty and retirees will be held at her home on Oct. 10 from 4:00-6:00.
5. Our November 6 board meeting will be held at the Gig Harbor campus.

B. Faculty Report- Dave Howard, Faculty Union Representative:

- Dave thanked President Transue for recognizing Bill Harrington who was a great friend to faculty.
- He also thanked her for the reception she is hosting for faculty and retirees.
- It is enjoyable to see new faculty and staff introduced.
- He mentioned an article in the *Seattle Times* about comparing the psychology of people who do not read and those who read different types of literature. The article stated they found that people who read literature are much more empathetic to other human beings. Through reading, people became better and more involved in many areas. He stated that it shows that the arts and humanities are important for our students. He applauded the efforts of our faculty in this area.

C. Classified Staff Report— Angela Wheeler, Chair of the Classified Staff Council:

- CSO will be meeting to finalize details of the Breakaway.
- They hope to get funding for Classified staff professional development.

D. Associated Students Report – Jen Nagy, Student Body President, reported:

- Pierce County Auditor Julie Anderson and a representative of the Secretary of State were here to encourage students to register to vote.
- Jen shared about the films that have been and will be shown.
- There was a good turnout for the Club Fair today, and seven clubs have seven sanctioned so far.
- Student Senate training has begun.
- She attended the Foundation retreat to talk about scholarships.

E. TCC Foundation Report – Pat Shuman, President of the Foundation, reported:

- TCCF held its retreat on September 24. A highlight was a panel of donors and students. The donors were asked why they give. Some of the responses:
 - Education changes lives.
 - It's a responsibility of businesses to give back to the community.
 - They like the joy of sharing, plus education is incredibly important.They were asked what they appreciate as donors. Replies:
 - That you show your appreciation.
 - Having a continuous dialog, not just once a year.
 - Staying in touch, even when you're not asking for money.

The students reinforced the tremendous need for financial assistance, not just for tuition but to help with housing and transportation costs and other personal needs.

- TCCF's focus this year will be to offer more scholarships. Bill Ryberg and Pat have been meeting with each board member to plan how they will reconnect with many of the almost 500 people they brought to campus last year and invite them to help the Foundation achieve its goals. We all need to keep telling the stories and making the connections that motivate people to give. TCCF will appreciate help from the Trustees and the TCC community in this regard.
- Event: Scholarship Donor/Recipient Dinner, Thursday, October 17. This is an important donor cultivation event and TCCF hopes the Trustees will attend.
- Opportunity: Barbara Smith, noted fiber artist and friend of TCC, will have a show and sale of her work October 27-19 at her studio on Raft Island. Some of the proceeds will go to TCC.

VII. PUBLIC COMMENTS/REMARKS

None.

VIII. EXECUTIVE SESSION

At 6:12 p.m. Chair Wright announced that the Board would adjourn into Executive Session for approximately 20 minutes for consultation with legal counsel regarding agency enforcement actions. No action was expected to be taken as a result of the Executive Session.

At 6:23 p.m. the Board reconvened to open public meeting.

VIII. ADJOURNMENT

There being no further business, the meeting was adjourned at 6:24 p.m.

Chad Wright, Chair