

**Tacoma Community College
Board of Trustees Regular Meeting
February 8, 2017, 4:00 p.m.
College Board Room #120, Building 12**

MINUTES

Board Members

Bob Ryan, Chair
Lois Bernstein
James Curtis
Liz Dunbar

Administration/Faculty/Staff/Guests

| | |
|-------------------|-------------------|
| Kelly Maxfield | Betsy Abts |
| Krista Fox | Bill Ryberg |
| Red Isaacson | Kari Twogood |
| Mike Goncharuk | Jill Merritt |
| Debbi Olson | John Falskow |
| Valerie Robertson | Will Howard |
| Leia Plaza | Mary Chen-Johnson |
| Melisa Ziegler | Mecca Salahuddin |
| Kim Ward | Char Gore |
| Mary Fox | Mary Chikwinya |
| Eric Corp | Dave Howard |
| Rosemarie Burke | Rick Brady |
| Joe Shannon | Tod Treat |

I. CALL TO ORDER

Chair **Ryan** called the meeting to order at 4:00 p.m.

II. General Matters

A. Changes/Approval of Agenda

MOTION: Upon a motion by Board member **Bernstein** the Board unanimously approved the agenda as submitted.

B. Approval of Minutes:

January 11 Regular Board Meeting

MOTION: Upon a motion by Board member **Dunbar** the Board unanimously approved the minutes of the January 11 Regular Board Meeting.

January 13 Board Retreat

MOTION: Upon a motion by Board member **Dunbar** the Board unanimously approved the minutes of the January 13 Board Retreat.

C. Introductions

Board member **Ryan** introduced **Executive Vice President for Academic & Student Affairs Tod Treat**, who introduced three new employees.

Angeline Namirembe, RN, AND, MSN, DNP – Angeline is a multicultural doctorate prepared nurse who has been an RN since 2005. She has experience in acute care, medical/surgical, orthopedics, elder care, and advanced practice. She also comes with academic teaching experience as a clinical instructor since 2012 for a local community college and for TCC in a didactic course. She comes onboard at TCC as a member of our full-time nursing staff.

Melisa Zeigler joins the Division of Organizational Learning & Effectiveness as the Coordinator. She began her college career at TCC as a Running Start student. She completed her Bachelor's in Business Administration at Gonzaga University. She has a Master of Arts in Adult Education and Training from Seattle University and is finishing her PhD in Educational Psychology and Adult Education from The Pennsylvania State University.

Justin Camp is the new Academic Program Coordinator in the office of Academic & Student Affairs. He is responsible for the campus 25Live academic scheduling system. He is retired from the US Army. He holds a Bachelor of Science degree in Criminal Law, Patrol Techniques and Police; a Master of Science degree in Program Creation, Implementation, and Management; and a Master of Science degree in Library and Information Science.

D. Correspondence

Bill Ryberg, Co-President and Vice President for College Advancement read a letter from Kara LaDuke, Human Resources Philanthropy, of State Farm Insurance. State Farm has committed \$45,000 to Tacoma Community College for 2017. This is an increase in funding of \$5000 from 2016. TCC is one of five colleges nationwide that was chosen by State Farm for their priority funding process. \$25,000 of the grant is an emergency student aid fund for students with emergency financial needs. The remaining \$20,000 will provide twenty \$1000 scholarships for students; five in Associated Arts & Sciences, five for veteran students, and ten for Associates in Business.

E. Board Report

- Board Member **Dunbar** attended the regular board meeting on January 11 and the board retreat on January 13. She also attended a City of Tacoma Civic Engagement Forum on February 3 and the TPC Chamber of Commerce State of the City on February 8.
- Board Member **Bernstein** attended the regular board meeting on January 11 and the board retreat on January 13. She participated in the ACT New Trustee Orientation on January 23 in Olympia. That evening she attended the ACT Transforming Lives Dinner where TCC student Ben Feldbush was one of five students honored statewide. She also participated in the ACT Winter Conference on January 24 in Olympia.
- Board Member **Curtis** attended the regular board meeting on January 11 and the board retreat on January 13. On January 16 he attended the Martin Luther King Jr Basketball Camp with his son. The camp was presented by the TCC Women's Basketball Team providing both basketball training and education about African American contributions to our country. James also attended the tailgate party and TCC vs. Pierce College basketball game in our new gym on January 25. He also attended a meeting of the City of Tacoma Executive Office to work on a partnership with Tacoma Community College.
- Chair **Ryan** attended the regular board meeting on January 11 and the board retreat on January 13. He also attended the ACT Transforming Lives Dinner on January 23 and the ACT Winter Conference on January 24.

III. PRESENTATION

Student Voice – Lorena Saucedo, Assistant Director of Financial Services, introduced student **Cecil Ware III**, an Electrical Engineering student, a veteran, and an Army Reserve member. Cecil is known as the "Yes We Can" student on campus!

As a member of the US Army, Cecil was ready to reenlist on Monday, February 4th, 2013. Unbeknownst to him, he missed the deadline on the Friday before. He participated in ACAP (Army to Civilian transition program) for counseling and making the transition back to civilian life. He knew he wanted to study Electrical Engineering and did research on colleges in the Northwest. He chose Tacoma Community College. During enrollment it was suggested he contact the Veterans Services Office and met Andrew who walked Cecil through the process. Andrew was a major source of information and advice. Cecil works in the Veterans Office as a way of giving back to his community of fellow veterans. He is also a member of the Veterans Club and participates in many events campus wide. He plans to graduate from TCC by next winter then will attend Kennesaw State University in Georgia to finish his Electrical Engineering degree. He plans to intern at Georgia Pacific and hopes to gain employment with Sony.

He loves the TCC campus community and faculty. His only advice to TCC staff was to familiarize themselves with the information and available assistance in our Veterans Office. It provides an excellent network and support system for the veteran students.

IV. ACTION ITEMS

A. 2nd read and Approve – Course Fees 2017-18

Executive Vice President for Academic & Student Affairs, Dr. Tod Treat provided information on the Course Fees for 2017-18.

MOTION: Upon motion by Board member **Curtis** the Board unanimously approved the Course Fees for 2017-18.

V. NON-ACTION ITEMS

- A. Harned Center Traffic Mitigation Update:** Director of Facilities & Capital Projects, Greg Randall, provided an update on the Harned Center traffic issue. The City of Tacoma has granted an occupancy permit and we are in the design process to install a “Pork Chop” to keep the current “right in entry/right out exit” only at the 19th street entrance near the TACID building. The install hopes to be completed by summer 2018 and will close out the Harned Building project. Tacoma is looking at options to install a barrier to prevent traffic violations by drivers bypassing the current pylons in place.
- B. Enrollment Report Update:** Betsy Abts, Dean for Enrollment Management Services, provided an update to fall and winter student enrollment numbers. There are statewide changes impacting enrollment numbers; softening enrollments across the state, new International enrollment counting rule as of Fall 2016, and higher FTE allocation targets (+505 from previous year). TCC’s target from SBCTC is 5089. To date, TCC actuals are 4370, which is -14% of target. Of the 34 CTC colleges, 22 colleges are predicted to fall below target projections. Enrollment from spring quarter should bring TCC to target or above (prediction).
- C. Search for Interim President Update:** James Curtis provided information on the interim president search process and timeline. He continues to work on finalizing the job description with input from the Leadership Team and Board of Trustees. He is committed to transparency with all groups of the campus community and looks to hold a forum so all may participate. There has been a lot of interest from potential applicants. A posting should be online in the next 2-3 weeks.
- D. Pathways to Completion: Update on Applied Baccalaureates – Executive Vice President, Tod Treat** introduced Char Gore, Health Information Technology Professor, to speak about TCC’s Applied Baccalaureate Program in our HIT program. The demand for health care education is on the rise with 12-50k new jobs anticipated in 2017.
- Approved by the SBCTC May 7 2015
 - Approved by TCC Board of Trustees June 10, 2015
 - Approved by NWCCU for candidacy status 2, 26, 2016
 - First Cohort Fall 2016
 - Eligible for application for accreditation by the Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM) December 2017
 - Will allow for students to sit for the RHIA credential

Our plan is to take clinicians from our current allied health AAS degrees and create a better-rounded, holistic individual who will possess not only clinical knowledge, but will see the larger issues surrounding the health of our local community to include;

- social issues
- legislation and reimbursement (population health)
- education of the public (primary prevention and patient education)
- and improving the quality of care (quality improvement) for our community health partners

Community Health BAS Entry Requirements:

- AAS-T/AAS degree or equivalent credits in a health related field from an accredited institution with a cumulative GPA of 2.0 in all college level courses, OR
- AA or AS degree or equivalent credits with a cumulative GPA of 2.0 in all college level courses and one year health related experience, OR
- 70 credits in allied health courses and 20 credits of general education courses

Where we are now:

- Statement of Need approved by SBCTC September 28, 2016
- Program Proposal
 - External Expert Evaluations currently being conducted
 - Plan to submit to SBCTC March 1, 2017
 - SBCTC decision date May 11, 2017
 - Plan to submit to NWCCU June 2017
- Projected start date Fall 2018

VI. REPORTS

A. Associated Students Report – Red Isaacson, ASTCC President: A lot is happening!

January 25: tailgate event and Women/Men Basketball game vs. Pierce College.

January 23: Transforming Lives Dinner where Ben Feldbush was honored.

February 10: Javon Johnson will be giving a spoken word for the Artist & Lecture Series.

February 17: Keith Wheeler will be presenting for the Artist & Lecture Series.

February 18: Keith Wheeler will participate in the Men's Summit sponsored by CASA.

February 21: The movie Selma will be shown with a discussion afterward.

February 23: An ICC workshop will occur providing training on Multicultural Leadership.

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

Congratulations to Ben Feldbush on his Transforming Lives Award.

Thank you Char Gore for a great presentation on the Applied Baccalaureate program.

Dave is excited about James Curtis and Gretchen Adams leading the interim president search. He is looking forward to participating in the process.

Union negotiations are starting as the contract expires at the end of June 2017. On February 9 the group is meeting for interest based negotiation training.

C. Classified Staff Report - Eric Corp, Classified Staff Representative:

Eric and the classified group continue to work with Mecca and Melisa on professional development opportunities. A breakaway session is scheduled for May 25th at the Washington State History Museum.

Eric invited the board and leadership team to sign up for the H.I.T 5k on March 4th. You don't have to run, walking is fine!

The classified staff is looking forward to the April recognition event on PDD day.

The group is working on Leadership development training.

Eric and the classified group are also looking forward to participating in the interim president search and the eventual replacement starting in 2018.

D. Foundation Report –Rosemarie Burke, TCC Foundation board member:

Rosemarie and Tina Hagedorn will be representing the Foundation at board meetings.

The Reach Higher luncheon is February 9th (tomorrow) and about 200 will attend.

May 20th is the TCC Wine Classic. If you have donations of art, guest homes, or anything that would raise money for scholarships, please contact her!

Legislative Report – Bill Ryberg, Co-President and VP for College Advancement:

The corrections bill is moving forward with good general support. We still have the usual roadblocks but are making progress. The bill made it out of Law & Justice committee and onto the next step two hours before the board meeting.

As the legislative season moves forward, Leadership and the Trustees may be called upon to visit Olympia and contact our senators/representative.

E. Co-President's– Mary Chikwinya and Bill Ryberg:

ctcLink oversight committee: TCC now has a representative on the committee.

Tenure: Tod reviewed the process with the board and provided a handout. The process is an all online dossier using One Note. Kelly is working on a tutorial and will assist the board members with training and support as needed. The board will receive the dossiers by March 1st. There are 13 faculty up for third year tenure. The Board Meeting for Tenure is on March 15th.

VII. PUBLIC COMMENT/REMARKS

No public comments.

VIII. EXECUTIVE SESSION

At 5:20 p.m. Chair **Ryan** announced that the Board would adjourn into Executive Session for approximately 30 minutes to discuss personnel issues.

IX. BOARD ACTION AS A RESULT OF EXECUTIVE SESSION

At 5:50 p.m. the open board meeting reconvened. As a result of executive session, the board approved compensation of a 10% of salary stipend for the current acting co-presidents. The effective date is December 14, 2016 until start of an interim president or upon their resignation from their current position.

X. ADJOURNMENT

There being no further business, the meeting was adjourned at 6:18 p.m.



Robert Ryan, Chair

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