

**Tacoma Community College  
Board of Trustees Regular Meeting  
March 12, 2009, 3:00 p.m.  
Building 27 ~ College Room**

**MINUTES**

**Board Members**

Dave Edwards  
Don Dennis  
Laurie Jinkins  
Fred Whang

**Administration/Faculty/Staff/Guests**

Pamela Transue	Dan Small
Tim Stokes	Kathryn Longfellow
Mary Chikwinya	Bill Benjamin
Mike Towey	Anne Shaw
Rita Housseiny	Clint Steele
Char Gore	Charlie Crawford
Min Kwon	Mike Flodin
Meredith LaFlesh	David Endicott
Andrew Cho	Dolores Haugen
Tamera Hanken	April Reid
Susan Mitchell	Craig Cowden
Christopher Algeo	Dale Stowell
Janine Mott	Lisa Edwards
Gary Sigmen	Julie Burton
Erika Bowles	Erin Hoiland
David Straayer	Mary Fox
Kim Rzeszewicz	Rachel Payne
Paula Sheldon	Nora Price
Hu Kwan Wong	Cathie Bitz

**I. CALL TO ORDER**

Chair **Edwards** called the meeting to order at 3:00 p.m.

**II. Executive Session-Regarding Tenure**

At 3:01 p.m. Chair **Edwards** announced that the Board would adjourn to Executive Session for approximately one hour to interview tenure candidates and discuss tenure issues. Action will be taken as a result of the session.

**III. Board Action as a Result of Executive Session**

At 3:58 p.m., the Board reconvened for open public meeting.

As a result of Executive Session, the following action was taken:

**A. Third Year Faculty Consideration**

**MOTION:** Upon a motion by Board member **Dennis**, the Board unanimously approved the recommendation of **President Pamela Transue** and that of the faculty tenure review committee that early tenure be granted to second-year faculty member **Char Gore** (Health Information Management).

**MOTION:** Upon a motion by Board member **Dennis**, the Board unanimously approved the recommendation of **President Pamela Transue** and that of the faculty tenure review committee that tenure be granted to third-year faculty member **Craig Cowden** (Psychology).

**MOTION:** Upon a motion by Board member **Dennis**, the Board unanimously approved the recommendation of **President Pamela Transue** and that of the faculty tenure review committee that tenure be granted to third-year faculty member **David Straayer** (Math).

**B. First Year Faculty Advancing to Second Year**

**MOTION:** Upon a motion by Board member **Dennis**, the Board unanimously approved the recommendation of **President Pamela Transue** and that of the faculty tenure review committees that contracts for first year faculty members **James Gray** (Math), **Ella Guilford** (Nursing), **Min Kwon** (Math), **Judy Michalk** (Nursing), **Caroline Schruth** (Math), **Ruth Shaver** (Nursing), and **Pat Von Knorring** (Office/Transcription) be renewed for AY 2009-010.

**B. Second Year Faculty Advancing to Third Year**

**MOTION:** Upon a motion by Board member **Dennis**, the Board unanimously approved the recommendation of **President Pamela Transue** and that of the faculty tenure review committees that contracts for **Brandy Eastman** (Chemistry), **Katie Gulliford** (Chemistry), **Blaine Hunt** (Developmental Writing/English), **Kim Lee** (Health Information Management), **Sonia Llacer** (Spanish), **Tomas Ramos** (Speech), and **Melissa Stoddard** (Paramedic) be renewed for AY 2009-10.

**IV. General Matters**

Board Chair **Edwards** briefly mentioned the Multicultural Advisory Council meeting held on March 4 and how impressed he was with the fact that Lyle Quasim of the State Board announced to the Council that after viewing all the other colleges in the state, he has come to the conclusion that no one “does it better” than TCC.

**A. Changes/Approval of Agenda – Approved.**

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

**B. Approval of Minutes for the February 19, 2009 Regular Meeting.**

**MOTION:** Upon motion by Board member **Dennis**, the board unanimously approved the minutes of the February 19 Regular Meeting.

**C. Introductions**

**Mary Chikwinya**, Vice President of Student Services, introduced **Hu Kwan Wong** and **Rita Housseiny**, students selected for the 2009-10 All-USA Academic team from Tacoma Community College. She provided a brief background on each of the students and each shared a little bit about their future plans. Rita made it into the Nationals for the All-USA competition. It comes with a \$1,000 scholarship in addition to the \$750 they each receive. They will be presented with their scholarships and certificates on March 26 at South Puget Sound College.

**D. Correspondence**

We received a letter from the Better Business Bureau stating that someone contacted them regarding the positive customer service experience they had here.

**V. PRESENTATIONS**

**College Readiness Project**

**Meredith LaFlesh**, Math instructor, **Mary Fox**, English and Humanities instructor, and Math instructor **Min Kwon** provided a report on the College Readiness Project. This is a project that the TCC Communication department has put on since 2006. They invited high school teachers to a workshop to brainstorm, as colleagues, on the WASL, writing expectations, etc. The first year about 25 faculty came, and this year more than 60 high school teachers from more than 20 high schools attended to discuss issues important to them (20 TCC faculty also attended). The weekend gathering includes breakout sessions on topics such as how to close the achievement gap between white and African Americans.

Two years ago the TCC Math Department, hosted by full-time math faculty, participated as well to discuss college readiness. About 10 to 12 math teachers from community high schools attended this event. There were four workshops including ACCUPLACER, college expectations, college readiness math, and best practices. They found this to be an excellent venue for sharing ideas. They brainstormed future ideas, as well, and came up with projects to work on. A goal is to develop a good relationship with high school instructors. Our instructors write real problems from real data and send the information to high school students with a “problem of the week” for them to work on. The comments by attendees have all been very positive, and President Transue said it is great to have this relationship with the high school teachers.

**VI. ACTION ITEMS**

**A. Board Confirmation: Honorary Degree Recipients 2009**

**PRESIDENT TRANSUE** recommended to the Board that **Derek Kilmer** and **Marlene Bosanko** be confirmed to receive the 2009 Honorary Degree.

**MOTION:** Upon a motion by Board member **Dennis**, the Board unanimously confirmed Derek Kilmer and Marlene Bosanko as the 2009 Honorary Degree recipients.

**B. Approve for Study: 2010-11 Instructional Calendar**

**MOTION:** Upon a motion by Board member **Dennis**, the Board unanimously approved for study the 2010-11 Instructional Calendar.

**C. Approve for Study: Storage Area Network Upgrade**

**MOTION:** Upon a motion by Board member **Dennis**, the Board unanimously approved for study the storage area network upgrade.

**D. Approve: Faculty Leave Requests**

**MOTION:** Upon a motion by Board member **Dennis**, the Board unanimously approved the Faculty Professional Leave request to Sue Habeck for fall quarter 2009.

**VII. NON-ACTION ITEMS**

**A. Update on Equal Employment Opportunity Report**

**Bill Benjamin**, Associate Vice President of Human Resources, gave a ten-year picture of what our staffing profile has looked like. We currently have approximately the same number of employees we did in 2003, although the number of faculty has grown. He pointed out that we've increased the number of African American employees. Persons of color have increased from 19.7% in 1998 to 22.7% in 2008. Numbers have declined in Native Americans, persons with disabilities and Viet Nam veterans. He explained a 2006 report he provided that is used for our affirmative action/EEO report. Since 2006 it appears we have made progress in nearly every category.

Bill also provided our Affirmative Action plan and stated that, although TCC can do better, we do more outreach than any other college he has worked at.

**B. Sustainability Summit and Expo**

**Julie Burton**, Director of Distribution & Custodial Services, discussed the recent Sustainability Summit an Expo held at UPS which was a joint effort by all the colleges in the Puget Sound area (UPS, PLU UWT, Pierce, Clover Park, Bates, and TCC). The two-day event is to discuss how we can improve sustainability and how to get information out to the community. Friday's event was specifically for the colleges and had 120 participants. The attendees broke into small groups with 11 different topics offered, among which was a presentation by Julie on green cleaning, and faculty member Sue Habeck provided a workshop on sustainability in the curriculum. Julie mentioned that President Transue and members of our faculty and classified staff met for an hour to study goals for our own institution. Julie provided a list of those goals established for the upcoming year. She also passed out information on the recycling industry. Kathryn Longfellow and Dave Pelkey are working with Pierce Transit to get bus passes. Julie announced that, as of the end of our seventh week, we are recycling 54% and diverted over 60,000 lbs of solid waste. Board member Jinkins applauded the efforts of the college, Julie, and President Transue.

**C. Commitment to Innovation Initiative: Excellence & Innovation**

**Tim Stokes**, Executive Vice President of Academic and Student Affairs, introduced Library Manager **Tamara Hanken** and **Erika Bowles**, Program Chair/Instructor of the Networking & Convergence/Logistics Program. They provided a report on our new Radio Frequency Identification (RFID) lab located in the library. One student built a model of the library and showed how it is very similar to a warehouse. Tamara said the library is a great place to test and learn about auto identification systems. For example, it can be used to track books. These RFIDs will allow students to check books out without "checking books out." When they return the books, the RFID reader will check the book back in. They also use a Geiger counter type function to locate a specific book. The first class in logistics technology will be in the spring. Through this project, possible through an NSF grant, we have been looking at different types of technology that surround logistics, and we are also involved with other colleges to put in a national center of excellence and the TCC focus will be logistics.

Kathryn Longfellow shared information about the portal and how it is now used for student emails, blackboard and classes. This year we have been adding information for staff. TCC online was somewhat complex in moving around within it, so we've been developing the portal to improve efficiencies. Kathryn provided a demonstration of the information the portal includes. She shared about the more transparent governance through the committees.

**D. Legislative Update**

**Dan Small**, Vice President of External Relations and Assistant Executive Director of Institutional Advancement, said there is activity on Running Start Bill 2119 and the House Ways & Means passed it

92-4. It will allow us to count FTEs for Running Start and it has a provision to charge Running Start students a small amount of money for some fees. It went to the Senate & Early Learning committee, so we are hoping it will get out of their committee to go to the Senate floor. We are sending emails to legislators to support us. We do not know yet what the federal stimulus package will do exactly for us, but we will be able to access some of that money.

We've been waiting for the revenue forecast which will come out next week. It's looking worse than previously reported and will most likely be \$8.5 billion or higher.

**E. Donor Wall Update**

**Dan Small** stated that the Foundation Board is planning to have an event to celebrate the Donor Wall during the week of commencement.

**VIII. REPORTS**

**A. Administrative Report**

**President Transue** briefly mentioned the following:

1. Board member Whang's reappointment to the Board has been confirmed by the legislature.
2. The President provided copies of *The Connection*, a news publication published twice a year by TCC for high school students.
3. \$190,000 in federal funding for our health care simulation equipment has been approved. Dan Small stated that it took two years to get this. Appreciation was extended to Pat Brown, Erin Holand and Dan for the amount of work they did to accomplish this.
4. We are receiving \$80,000 funding from the Workforce Development Council (WDC) for a summer education General Warehouse Clerk Pilot program for 15 to 25 students. Franciscan Health Care has agreed to take up to 30 students in an LPN to RN bridge, also through WDC funding.
5. Spring 2009 enrollment is a 17% increase above this time last year. Classes and waitlists are full, and we need additional faculty. We are trying to open more classes in the afternoon and evenings.
6. The results of the full-time faculty vote on furlough days: 60 members who voted yes and 24 voted no. We are researching whether or not furlough days can be voted on by TCC classified staff or if it must be a state classified staff issue.
7. Pat Spakes, John Walstrum and President Transue gave a presentation to City Club on March 4 to share with them the challenges higher education faces today with increasing enrollment and reduced funding. They explained the critical role colleges and universities play in today's economy and asked for their support. Board member Jinkins attended and thought it went well. She asked what trustees could do to assist in this effort.
8. The Pierce County Coordinating Council met on March 5. Chris Reykdal provided an update on the budget situation.
9. This past Saturday we hosted 700 College Bound Scholarship students and their families. Norm Rice and Art Jarvis were speakers.
10. We received notification that TCC ranks first out of all the community and technical colleges for percentage of completion for the health risk assessment.
11. TCC has increased its recycling rate this year and came in 7<sup>th</sup> nation-wide in the Grand Champion cumulative recycling category and #12 in cumulative waste per person.
12. We've received more great coverage in *The News Tribune* on our athletic department. There was an article in the February 25 edition about Coach Barsh and another one on March 3 about our all-star basketball player Anthony Gittens.
13. President Transue invited board members to attend the Feminist Art Show at the gallery when the board meeting is over.

**B. Faculty Report—Mike Towey**, Faculty Union Representative, has been focused on the faculty contract and meeting with deans and faculty. He remarked that they've made good progress and feels comfortable about what they've done. They've come to an agreement on some of the incentive plans being offered and confirmed the President's announcement that faculty voted 3 to 1 in favor of furlough days. Mike said we are the only faculty union in the state that has taken that direction. Board member

Jinkins thanked the faculty union for their shared governance and shared responsibility in what the college is going through.

- C. Classified Staff Report—Linda Van Doren**, Classified Staff President, is still out due to illness but sent a reminder about the Classified staff breakaway on May 6.
- D. Associated Students Report – Nora Price**, President of the Student Body, announced that on March 4 students went to Olympia to make presentations to our legislators about the federally funded TRIO program. Five students went back the next day and rallied against cuts in education. Mary Chikwinya was a guest at a Student Senate meeting and Nora invited the rest of executive staff to be guests, as well. Nora mentioned the Peace Pole has been discussed at the President’s Council on Equity & Diversity and Student Senate. Everyone agrees this will be something that will be good for the campus. A home for a TCC nursing student will be built by about 30 TCC students through Habitat for Humanity.
- E. Foundation - Christopher Algeo**, President of the Foundation, commended Nora and the students for volunteering to build the Habitat for Humanity house. Christopher reminded the board that May 9 is the Wine Classic. He also reported that the Foundation contracted with Stuart Grover to do fundraising training with the Foundation board who are now fully engaged and ready to go out and bring in dollars for scholarships. The Foundation is asking that, rather than making endowments, donors contribute money toward scholarships. Rainier Pacific has agreed to give \$20,000 for scholarships rather than to their endowment. He mentioned that last year the Foundation gave out about \$250,000 in scholarships. They would like to do that or more this year, but with the economy situation it will be more difficult.
- F. Board report:** Board member Jinkins shared that the Professional Development Day committee invited her to speak to faculty and staff on April 17 about budget issues and what the board thinks about the situation. She asked the board to contact her if they have anything specific they would like her to speak about.

**IX. REMARKS-** none

**X. ADJOURNMENT**

There being no further business, the meeting was adjourned at 5:38 p.m.

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Dave Edwards, Chair