I. CALL TO ORDER
Chair Edwards called the meeting to order at 4:00 p.m.

II. General Matters

A. Changes/Approval of Agenda – Approved.

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

B. Approval of Minutes for the April 9, 2009 Meeting and April 29 Special Meeting

   MOTION: Upon a motion by Board member Whang, the board unanimously approved the minutes of the April 9 Regular Meeting and the April 29 Special Meeting.

B. Introductions

Tim Stokes, Executive Vice President of Academic and Student Affairs, introduced Scott Marsh, interim Institutional Effectiveness Coordinator, who will temporarily replace Susan Mitchell.

President Transue introduced the recipients of the Fall 2008 Tahoma Award. Recipients were Leanne Foster and Kim Smith (President Transue mentioned a letter to the editor that Kim submitted to the News Tribune), Kathryn Held, Carolyn Christmas, Dale Stowell, Laura Chipman, Sakura Moses, Sidnee Wheelwright, and Rachel Payne. Margaret Robinson was unable to attend.

President Transue introduced the Faculty Excellence Award recipients Jackie Gorman and Rich Weidman. Rich acknowledged the people in his department who have been so helpful.

D. Correspondence

We received a letter from the Governor Gregoire asking for support of her revised higher education budget proposal.
III. PRESENTATIONS
Phi Theta Kappa—Chi Gamma Chapter (PTK)
Mary Chikwinya, Vice President of Student Services, said that much of what PTK does is service to the campus and community. She introduced faculty member Tomas Ramos and mentioned that instructor Mary Fox wasn’t able to attend the board meeting, but Mary really appreciates all the work Mary and Tomas do with PTK.

PTK President Robert Drake (Drake) shared information and a handout about PTK. He stated that PTK caters to those who do extraordinary things in their lives. He said the greatest rewards for the members are the memories of service gained, the impact made, and the leadership qualities acquired. PTK has ventured out into the community and provided tutors for two community programs. They have participated in the Friday Night Feed where they passed out food and clothes to the homeless. During spring quarter they have several projects to further their commitment to the campus and the community, including building a Habitat for Humanity house. One of their goals is to get more students to know what PTK is about, so they are holding a fun PTK bash for the student body. They have also created three new ways to spread the word about PTK through MySpace, Twitter, and Facebook. Right now they are electing new officers and training them so that the club is up and running when school starts in the fall. To become a member, student GPAs must be 3.5 based on 12 college credits, and they must maintain a 3.2 gpa to remain an active member.

IV. ACTION ITEMS
A. Approve for Study: 2009-10 Fees

MOTION: Upon a motion by Board member Jinkins, the board unanimously approved for study the 2009-10 fees.

B. Approve for Study: 2009-10 Operating Budget

MOTION: Upon a motion by Board member Dennis, the board unanimously approved for study the 2009-10 Operating Budget.

C. Approve for Study: ASTCC 2009-10 Budget

MOTION: Upon a motion by Board member Walton, the board unanimously approved for study the ASTCC 2009-10 Budget.

VI. NON-ACTION ITEMS
A. Commitment to Innovation: Learning & Working Environment
Kathryn Longfellow, Vice President of Administrative Services, introduced Buzz Kane, Director of Plant Management, Building & Grounds Maintenance. Buzz provided a powerpoint presentation that gave a historical perspective of how the campus has changed since 1965. He applauded the hard work of the grounds, custodial, maintenance, and facilities crews. He also introduced and acknowledged the work of Mike Miller, grounds lead.

B. Legislative Update
Dan Small, Associate Vice President of External Relations and Assistant Executive Director of Institutional Advancement, briefly went over the details on the handout he provided of the approved state operating budget. He looks forward to getting ready for the next session and receiving continued help from the board to talk to legislators. Dan announced that the new Health Careers Building received funding for a second two-year period. President Transue remarked that Dan did a lot of hard work to receive that funding.

C. Budget Update 2008-09
Kathryn Longfellow provided a brief explanation of the 2008-09 Income Projection. Our year-end forecast is $34.8 million with excess revenue approximately $800,000. Running Start dollars are coming in higher than anticipated, and Continuing Education dollars won’t be there this year. General fees and overhead are generally the same. The college became proactive as soon as budget issues were identified and we took steps to ensure we could handle them. We implemented freezes on hiring, out-of-state travel, and equipment purchases before the State required them, so we’ve had spending restrictions in place for awhile.

D. Local Workforce Board Funding
Tim Stokes reported that we have been very successful getting Workforce Board funding. We have been proactive working with our local workforce board and have been able to secure several contracts.
Lisa Edwards and Pat Brown are working on one for $277,000. Another contract is $51,000 for secured logistics internships. We are also working on four other proposals, two of which are for IBEST. We are trying to get recertification to get as many students funded as possible. Tim mentioned that Lisa Edwards, Pat Brown, Paula Norby, and Charlie Crawford have done a good job pursuing these funding opportunities and Tim believes we will get our share of the dollars.

E. Operation Plan for 2009-10
Tim Stokes explained that our 2009-10 Operation Plan (a draft copy of which was provided to the Board) is attached to the 2005-10 Strategic Plan. Alan Waugh spearheaded the development of this plan, working with about 70 faculty and staff to develop the goals for our six initiatives. Executive Staff have been working on the strategies and expected outcomes. Alan explained the six initiatives for fulfillment of the five year strategic plan which ends in 2010. When we look back at our goals and outcomes next year, we hope it will show the progress we’ve made. Board member Jinkins asked if we have success measures at the end of the five year plan and Tim said we do have a core indicator report that helps gage our success.

F. Strategic Planning Process
President Transue explained that our current Strategic Plan ends next year and has served us well. However, our accreditation association has spent the last several years reviewing and revising the standards for accreditation. In the past it has been a ten-year cycle and with a mid-cycle (five year) review. It will now be a seven-year cycle with seven standards. There will be one standard assessed each of the seven years. Because the accreditation association was unable to immediately fit all northwest universities and colleges into this cycle, they’ve had to juggle the schedule through this first period. What that means for us is that, for this first round, TCC will have to combine the entire seven years in a three-year period (2010-2013). It will be a big challenge but we plan to dovetail our strategic plan to the accreditation standards, so we will have a three-year Strategic Plan for 2010-2013 and then will develop the seven-year Strategic Plan (2013-2020). We will be putting together a task force of 15 to 20 people, lead by Alan, to begin meeting in December to develop the plan with a completion date of fall quarter.

VI. REPORTS

A. Administrative Report

President Transue briefly mentioned the following:

1. Our interim accreditation visit went very well. We received a draft report and the two evaluators were very impressed with what we have accomplished.

2. TCC is now the country’s most followed community college on Twitter. On May 6 we passed first-place Elgin Community College in Illinois.

3. As is the case with all schools across the country, TCC has been proactive in light of the recently discovered cases of swine flu in the U.S during the pandemic flu situation. Dan Small sent out an all staff email informing all TCC employees that TCC’s Campus Public Safety department, along with college staff members and students, had activated our Pandemic Response Team. The team has been meeting several times each week to talk about situations in the Tacoma Pierce County area and to review and perfect our campus plans. TCC is working very closely with the Pierce County Health Department, the Pierce County Department of Emergency Management and nearby colleges to coordinate our efforts in case incidents of swine flu are discovered in the Tacoma area.

4. TCC was asked to give a presentation at the ACCT 40th Congress in San Francisco in October on “TCC’s Strategic Innovation to Support Workforce and Economic Growth in Transportation and Logistics Companies.” Board Chair Edwards will sign a letter confirming the Board’s support of this presentation and Trustee Jinkins will participate in the presentation.

5. Trustee Dennis will introduce Honorary Degree recipients Derek Kilmer and Marlene Bosanko at commencement.

6. Our Professional Development Day on April 17 was its usual success. We had a great turnout of faculty and staff. Besides some informative breakout sessions and the President’s quarterly remarks, Cable Green, Director of eLearning at the State Board for Community & Technical Colleges, gave a talk on “The Future of Technology in Community Colleges: Perpetual Beta.” President Transue heard many positive comments about Board member Jinkins’ speech.

7. On April 24 there was an encouraging meeting with the City Planning Commission to discuss TCC’s Master Plan and facilities planning as it relates to building along Mildred. Some of their planning
8. About every two years we schedule meetings with Tacoma and Peninsula School Districts. This year we would like to meet with the superintendents and staff to discuss such things as college readiness, Fresh Start, mandatory Accuplacer testing, and Running Start. We plan to get these meetings scheduled in early fall.

9. Eleven TCC faculty and staff presented at the state teaching and learning conference in Wenatchee last week. President Transue listed the titles of the sessions that TCC presented. It was also mentioned that Annalee Rothenberg received an award at the conference.

10. We had over 850 people attend a job fair here on campus with about 50 employers.

11. TCC enrollment growth in STEM (Science, Technology, Engineering and Math) fields has been exceptional and we are leading the state in this targeted enrollment category. This spring, enrollment in the third quarter of the year-long chemistry sequence for science students is 86% higher than last spring. Enrollment in the first quarter of engineering physics is up 83% from last spring. We are offering many more sections of Calculus than two years ago, with this year’s Calculus enrollment 45% higher than in 06-07. SBCTC tracks our STEM enrollment in these high level classes, and we are one of only four colleges who made our growth targets for the biennium in the first year. This year we have continued to grow, projecting to more than double our biennial target.

12. TCC’s adult basic skills program recently received a small research grant from Jobs for the Future. The funding came from the Bill and Melinda Gates foundation and supported the work of Amira Siegel, ESL instructor and Seattle University Graduate student, to research and develop an annotated bibliography documenting research in the area of English as a Second Language for adults with low literacy in their native languages.

13. The Business Division, Corporate Education and Safeway have partnered in the development of a Retail Leadership Certificate that will be offered to Safeway managers. Annually, an estimated 25 to 50 managers will be enrolled in this program beginning fall quarter 2009.

14. Corporate Education has developed a new partnership with British Petroleum North America for the delivery of training to their employees in the Puget Sound region. The first computer training will begin at the end of May.

15. Corporate Education has provided presentations on the Tribal Enterprise & Gaming Management Certificate to members of the Chehalis and Lummi Tribes. Both tribes are exploring offering this program onsite at their respective casinos in fall 2009.

16. Corporate Education hosted a Green Jobs Training focus group on April 28th for 15 representatives from companies, government and community agencies. Both Tacoma Public Utilities and Puget Sound Energy expressed their support for TCC to develop new green training programs.

Events coming up

1. On May 21 we are holding another tricycle race on campus for all staff and faculty.

2. We are looking forward to our Distinguished Alumni dinner on May 27 to honor our 2009 Distinguished Alumnus Jim Walton. We will also be recognizing our Honorary Degree recipients, Senator Derek Kilmer and former Dean Marlene Bosanko.

3. We are holding our annual end-of-the-year luau outside the Administrative Offices on June 4.

4. The President reminded the board about commencement on June 11, 7:00, at the Tacoma Dome Exhibition Hall.
5. The Gig Harbor Garden Tour will take place June 27 and 28. Proceeds support the Peninsula Adult Basic Education Program, which offers tutoring in reading and writing, basic math, English as a second language, and basic life skills.

B. Faculty Report—Mike Towey, Faculty Union Representative, mentioned a CNN report on the success of community colleges and he thought it was well done. The calendar for the fall schedule has been set. Faculty is trying to identify obsolete portions of their contract and want to approach the next contract negotiation more methodically than they have in the past. They recognize that there are still some issues of possible employee cuts.

C. Classified Staff Report—Linda Van Doren, President of the Classified Staff Council, reported on the CSC breakaway held last week and stated that everyone had a good time. In early June they will be taking nominations for the new classified staff officers for next year.

D. Associated Students Report—Nora Price, President of the Student Body, announced that Student Government extended its deadline for applications for student body officers. They held their first interview today, will interview more tomorrow and will present to the Senate to approve their choices next Wednesday. Nora distributed a document entitled “Community and Technical College Students 2009 Student Voice Academy White Paper” that shows what the students from 33 other Washington state colleges feel are important issues. She stated that the views of the paper do not fully represent the views of TCC students and student government. She mentioned some of the issues like campus safety and stated that TCC has a good security team.

E. Foundation—Christopher Algeo, President of the Foundation, congratulated Mel Zanjani on her new position as Vice President at a community college in New Jersey. The Foundation Executive Committee has begun working with President Transue and Dan Small to come up with a set of criteria for selecting a new director who would be mostly dedicated to fundraising. The Foundation will be asking faculty and staff to participate in that process. Christopher stated that Dan, Robin Echtle and the Foundation staff have done an excellent job and is probably the best staff he’s ever had the privilege of working with. He commended Mel on her leadership. The Foundation is currently working to update their records on donor groups and want to do a better job keeping in contact with alumni. The Wine Classic was a great event with a good turnout and it appears we will net about $50,000-$60,000. They appreciated the large number of volunteers from the student body. The scholarship campaign is underway with the efforts of board members who are making calls to potential donors. He stated that they aren’t expecting immediate results, that it’s a cultivating process.

F. Board report: The Board wished Mel Zanjani well and thanked her for her service to the college.

VII. REMARKS— None

VIII. EXECUTIVE SESSION—
At 5:36 p.m. Chair Edwards announced that the Board would adjourn to Executive Session for approximately 20 minutes to discuss employee performance. No action was expected to be taken.

At 5:55 p.m. the Board reconvened to open public meeting.

IX. ADJOURNMENT
There being no further business, the meeting was adjourned at 5:55 p.m.

Dave Edwards, Chair