I. CALL TO ORDER
Chair Dennis 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 Ryan, the board unanimously approved the Agenda.

B. Approval of Minutes for the September 14, 2011 Meeting.

MOTION: Upon a motion by Board member Ryan, the board unanimously approved the minutes of the September 14 Regular Meeting.

C. Introductions

President Transue announced that Dave Pelkey, Dean of Student Life and International Programs, accepted a new position as Vice President of Student Affairs at Renton Technical College.

Chair Dennis asked that administrators introduce the new faculty and staff who have been hired since October 2010.

Mike Flodin, Dean of Math, Sciences and Engineering, introduced Biology instructor Heather Cushman. David Endicott, Dean of Arts, Humanities and Social Sciences, introduced Donovan Ramage, English for Academic Purposes instructor; Jethro DeLisle, Speech Communication; Sedia Dennis, Developmental Studies and EAP instructor; and Mary Fox, Written Communications instructor. Pat Brown, Dean of Health, Justice and Human Services, introduced tenure track faculty member Mary Fox, Early Childhood Paraeducator; Camille Lowman, Clinical Director for Respiratory Care; Jonathan Eastabrooks, Health Information Management Program; Shea Bower, Program Chair Sonography; Leigh McCarroll, Clinical Director and Community Liaison; and Fred Howard, Human

D. **Correspondence**

We received a letter from the College Success Foundation detailing the amount of scholarships our students have received for the 2010-11 year (a total of $2,614,833 for 520 students). Unfortunately, this funding has been sunсетted, so we will no longer be receiving funding for these low income students.

E. **Board Report**

The Trustees detailed their activities over the past month. **Trustee Wright** has been active with the Foundation and stated that he is very encouraged by the direction the Foundation is going. **Trustee Dunbar** stated that she attended the Multicultural Advisory Council (MAC) meeting, the Primo Grill Art Scholarship fundraiser, and Pierce County Coordinating Council (PCCC). **Trustee Ryan** also attended the PCCC and met with two legislators. He is trying to schedule a meeting with Rep. Larry Seagquist. President Transue reported that **Trustee Whang** attended the Association of Community College Trustees (ACCT) national conference in Dallas, representing TCC trustees and as a member of the ACCT national board. **Board Chair Dennis** attended the MAC meeting and continues to meet with legislators, including Rep. Seagquist and Senator Derek Kilmer. He also attended the TACTC conference.

III. **PRESENTATION**

**International Student Recruitment Video**

**Mary Chikwinya**, Vice President of Student Services, thanked Dave Pelkey for his excellent work at TCC. She remarked that he has provided significant leadership to the international program.

Dave stated that recruiting international students to Tacoma without going overseas can be a difficult task, so they found a way to demonstrate the Tacoma area and stories/experiences of TCC students from other countries. A video was developed that demonstrates the depth of the college and the community. The video was then presented to the Board. Dave mentioned that this year we have the highest number of international students in college history. Retention is up 40% over last year. This video is presented in many countries in their own languages and has been well received.

IV. **ACTIONS ITEMS**

A. **Approve: Investment Options 2011-12**

**MOTION:** Upon a motion by Board member **Dunbar**, the Board unanimously approved the 2011-12 Investment Options.

B. **Approve: Holiday Variance 2012**

**MOTION:** Upon a motion by Board member **Ryan**, the Board unanimously approved the 2012 Holiday Variance.

C. **Approve for Study: Separation Incentives**

**MOTION:** Upon a motion by Board member **Ryan**, the Board unanimously approved for study the Separation Incentives.

D. **Approve for Study: WA Administrative Code Revisions**

Changes to language in the new Code of Student Conduct reflect best practices in the field of student conduct administration. In particular, wording has changed from that of a “judicial” or “criminal” proceeding to an administrative one, while recognizing procedural due process rights for students. This is congruent with the educational mission of the institution and results in clearer wording and better understanding for students, staff, and faculty. As such, the repeal of Chapter 132V-120 WAC and adoption of Chapter 132V-121 WAC were provided to the Board for study.
MOTION: Upon a motion by Board member Wright, the Board unanimously approved for study the repeal of WAC Chapter 132V-120, Code of Student Rights and Responsibilities, and the adoption of WAC Chapter 132V-121, Code of Student Conduct.

There will be a Public Hearing on this at the Board of Trustees Meeting on November 9, 4:00 PM, at the Gig Harbor Campus.

V. NON-ACTION ITEMS

A. Student Completion Initiative: Developmental Education Redesign

Tim Stokes, Executive Vice President of Academic and Student Affairs, Kim Ward, Associate Dean of Transitional Studies, David Endicott, and Sabine Endicott, Instructor of Developmental Education, provided a report on the Developmental Education Redesign. The old and new models were compared. The new model accelerates the pace at which students complete developmental English and Reading. They have eliminated one level of developmental English and Reading, reducing the program from 30 credits to 16 or 20 credits. They have integrated English and Reading into one course, reducing the number of courses from 6 to 12 in the developmental sequence. They have adopted a variable credit load model based on assessment scores. Wider test score ranges lead to eight versus ten credits per quarter.

Kim explained why we are doing this. At the national level, developmental education has been in the spotlight. There was a pre-college task force formed in the state that was tasked with looking at best practices and coming up with recommendations on how to reform developmental education in Washington. This is not just a structural change. Acceleration takes a more in-depth look at not only what we teach, but how we teach. There is deeper learning as opposed to just moving faster. We are revisiting our assumptions about our students and considering their capacity to learn, and we are raising the bar and watching students achieve their full potential. Faculty are experimenting with this model, trying different teaching methods to make learning more meaningful for students so they want to continue their education. This has been based on research and sound practices, and the feedback from students seems to be very positive.

Trustee Dunbar asked when we will have results. Kim stated that we will be checking students at the end of every quarter to see how they are doing, at which time we will get some preliminary data on completion rates, but we will have much better data after following the students a few years.

B. Enrollment Report

Steve Ashpole, Registrar, provided a power point presentation on our enrollment figures. Enrollment growth appears to be slowing but it hasn’t leveled off yet. We are watching closely as there appears to be a shift in the new students coming in. Many appear to be former four-year university students who are not willing to pay the high university prices.

C. Legislative Report

Dan Small, Vice President of Institutional Advancement and Interim Executive Director of the Foundation, explained the last revenue forecast. The new legislative forecast is due out on November 17 after which there will be a special legislative session beginning November 28. President Transue, Trustees, and Dan Small have been and will be meeting with legislators to discuss the impact the budget reductions will have on higher education in general and TCC in particular. Dan reported that the Legislative Task Force has met and Student Body President Amy McCoy and Vice President Ann Williams are working with the students to become more engaged in contacting the legislators.

Silvia Barajas, Vice President of Administrative Services, provided a 2011-13 operating budget summary that included the possible budget cut scenarios depending on the percentage we will ultimately be asked to cut. The initial thought was that it would be an additional 10% cut, but it now looks like it will be between 15% and 23%. Silvia also provided information on how we spend our operating budget of $31,927,773. The majority (85.59%) is spent on salary and benefits. Once salary and benefits, restricted use costs, and computer costs are deducted, the school is left with approximately $1.2 million to run the college. She also shared information on the change in state funds versus local funds. At the current rate we are going, in 2012-13 local funding will be more than state funding.

D. System Impacts of Budget Cuts

President Transue stated that prior to the recent revenue forecast on September 15, OFM asked state agencies to submit descriptions of the impacts of 5% and 10% additional budget reductions. They surveyed the colleges to find out (1) how they implemented the budget reductions contained in the
2011-13 biennial budget and (2) how they would implement additional 5% and 10% reductions. Results of the survey indicated:

To implement reductions in the 2011-13 biennial budget, colleges have:

- Continued reducing student support services; fewer counseling FTEs, reduced hours in libraries & tutoring centers, closure of child care facilities, fewer FTEs for financial aid and business office functions.
- Reduced access; eliminating programs and course offerings, high cost programs are often eliminated, even if high demand. Colleges anticipate reduced enrollments in all four mission course intent areas (professional/technical, academic transfer, basic skills and remediation).
- Shifted the cost burden to students by increasing tuition and fees, moving programs to self-support status and implementing new fees.

To implement future reductions on 5% and 10%, colleges would:

- Make deeper cuts to resources dedicated to student support services; staffing reductions, fewer hours for libraries and other academic support services.
- Discontinue or close off-campus and satellite programs.
- Reduce instructional costs through use of adjunct faculty.
- Increase student/faculty ratio.
- Reduce section offerings.
- Delay new investments/maintenance for program enhancements like I-BEST, Information Technology upgrades, existing facility and infrastructure.

The impact to students of continually reducing services and access will impact:

- Student success rates; longer time to completion, less advising, counseling and access to full-time faculty.
- Opportunities to make the education system easier to use; backing away from I-BEST.
- Opportunities for place/time bound students; impact in rural counties.
- Availability of high demand programs – because they may be high cost.
- Availability of basic and developmental education offerings.

The impact on enrollments is an estimated reduction from 162,000 in FY 2011 to 151,000 in FY 2013. With an additional 5% cut, enrollments will decrease an additional 4,000 to 4,400 FTE; an additional 10% cut would produce an additional 8,000 to 8,900 FTE reduction.

The 5% and 10% cuts now appear to be off the table. The magnitude of the impact to students, programs, and enrollments with a 23%-30% reduction is hard to comprehend. The WACTC presidents met at the end of September for their monthly meeting and talked about our mission and its various components and about how that mission may need to be altered in the face of these massive reductions. The access which is at the core of our values may no longer be possible. We may not be able to continue to carry the students who are in programs that need to be subsidized – Running Start, Adult Basic Education, High demand – high cost programs. What impact will this have on the social justice aspect of our mission? If we move to an “ability to benefit” model, we will cease to serve many of our current students. Before schools start cutting out entire programs and eliminating resources that serve the most vulnerable and needy students, the presidents discussed the critical need to develop a vision of where we want to be as a system in three to five years. We want to be able to respond to the needs of our local communities which vary from locale to locale. We will need to identify and pursue different funding strategies and become less dependent on the state. We need to find solutions that allow us to continue our commitment to the social justice mission and to provide educational opportunities to all members of our community. We need to be a leader in our community in offering education and training services that will help improve our local economy. At a 10% cut, 40,000 students will not be able to get a college education. We must send the message that pricing 40,000 students out of any opportunity to go to college is unacceptable.

E. Federal Support

President Transue explained to the Board the amount of funding we receive from the Federal government and how dependent we are upon that funding. In 2010-11 we received in direct and indirect funding a total of $30,381,058. In 2011-12 we have only received to date $9,479,305.
VI. REPORTS

1. Administrative Report

President Transue mentioned the following:

1. The President announced that Tim Stokes was honored with the Distinguished Alumnus award from Lyon College in Arkansas.

2. The Trustees were provided a copy of the 2011-12 budget book that they approved at the September meeting.

3. On Sept. 22 Board Chair Don Dennis, Dan Small and President Transue met with Senator Mike Carrell to discuss higher education funding issues. The following Monday she and Dan Small met with Rep. Jan Angel for the same purpose. A meeting is scheduled with Senator Regala on Oct. 20 and others through November. The President invited the Trustees to participate in these meetings.

4. The Pierce County Coordinating Council’s annual Legislative breakfast is scheduled for November 10 at Bates’ South campus. We will be inviting all the Pierce County delegates, as well as Chairs to the House and Senate. All trustees are invited and we might invite alumni and community business leaders as well. The President encouraged Board members to attend.

5. We received a grant from the U.S. Department of Education to infuse Special Education training into our Paraeducator/ECE program. It will be about $160,000 per year for four years.

6. We are planning to build upon existing resources in the Business Division to create an entrepreneurship concentration for our AAS degree in Business. We have applied for a $5,000 grant to help us.

7. The President showed the Board a poster that we received from Eric Shearer, the TCC student who was selected for the NASA National Community College Aerospace Scholarship program. Eric and his team then developed, and NASA accepted, their proposal on NAFION Membrane Wetting in Microgravity.

8. A press release came out about Norco College in California being one of only two community colleges in the nation to receive a $3.5 million National Science Foundation Grant to establish a National Center of Excellence for Supply Chain Technology Education. They are collaborating with four community colleges including us.

9. The President attended the COMBASE conference in Philadelphia and then last week attended the ACCT Conference in Dallas with Trustee Whang.

10. The Economic Development Board led off their Teamwork newsletter with a report on Invista Performance Solutions. It’s an article about the efficiency for organizations of having a single location to go to for training.

11. The Kitakyushu newsletter Bridges had an article about an event in Tacoma called “A Time to Reflect”. This was held in honor of the Tohoku disaster. The Mayor came and read a letter from the consul general of Japan. The newsletter recognized the fundraising efforts of TCC exchange students.

2. Faculty Report—Mike Towey. Faculty Union Representative, stated that faculty are waiting to learn what the final budget will be. Everyone is maintaining close relationships to ensure we can manage the budget situation together.

3. Classified Staff Report—Rich Langhorn, Chair of the Classified Staff Council, reported:
   - CSC recently held their first council meeting and welcomed new members.
   - They have begun planning the Breakaway which will most likely be held in May at Pt. Defiance Zoo.
   - There are plans to hold an all-Classified Staff meeting the second week of November when Leanne Foster will discuss the upcoming open enrollment for health benefits.
   - During that same meeting they will encourage staff to generate cost-saving ideas for the campus and share their concerns about the budget situation.
4. **Associated Students Report – Amy McCoy**, President of ASTCC, reported on the following:

- She assured the Board that she and Ann Williams are working hard to get students on board to fight against the proposed budget cuts.
- She and Ann have been regularly visiting Gig Harbor Campus students to make them feel a part of the TCC campus. (Chair Dennis suggested Amy invite GHC students to attend the Student Senate meeting.)
- Amy stated that they have received many responses to a vote of students about summer quarter. Students feel very strongly about having a longer summer quarter and asked that it be changed from seven to nine weeks.
- Amy mentioned activities that are coming up and provided a copy of the Artist and Lecture series. She invited everyone to Friday Night Fright Night.
- Many clubs are being sanctioned.

5. **TCC Foundation Report – Pat Shuman**, President of the Foundation, reported that:

- Bill Ryberg has been an excellent addition to the team.
- They are working on getting cultivation activities under way.
- The Foundation wants to get the word out to the community about the role TCC plays.
- There are about eight events scheduled between now and April which will be small gatherings to educate people about TCC and potentially make donations.
- The Foundation is recruiting for Board members. We currently have 13 and need at least two more. There are several strong candidates in the pipeline.
- The well attended Primo Grill art auction raised about $12,000 for art scholarships and art supplies.
- The Scholarship Recognition Reception is being held on Nov. 2.

6. **Board Comments**

   Chair Dennis announced that there will now be success stories given by students at each Board meeting. He also asked the Trustees to provide their input on any discussion items they would like added to Board agendas.

VII. **EXECUTIVE SESSION**

   At 6:04 p.m. Chair Dennis announced that the Board would adjourn into Executive Session for approximately 15 minutes to review the performance of a public employee. No action was expected to be taken as a result of the Executive Session.

   At 6:20 p.m. the Board reconvened to open public meeting.

VIII. **REMARKS** None

IX. **ADJOURNMENT**

   There being no further business, the meeting was adjourned at 6:21 p.m.

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Don Dennis, Chair