I. CALL TO ORDER
Chair Jinkins called the meeting to order at 4:02 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 January 14, 2010 Regular Meeting

   MOTION: Upon a motion by Board member Dennis, the Board unanimously approved the minutes of the January 14, 2010 Regular Meeting.

C. Introductions
   Buzz Kane, Director of Plant Management, introduced Thomas Mills, our new Custodial Supervisor.

D. Correspondence
   A letter was received from Jill Biden that included a fact sheet detailing the Department of Education’s efforts to make college more affordable.

III. PRESENTATIONS

Health Careers Center Design
Silvia Barajas, Vice President of Administrative Services, introduced Randy Benedict from NBBJ Architects who provided an overview of the schematic design of the Health Careers Center. He explained that the location will lend itself to having a “community” side facing Mildred and a “campus” side facing the Administration Building and next to the Student Center which would create a Student Green. The building design will create opportunities for informal interaction between everyone on campus. He showed a three-dimensional rendering of the building with a central atrium and explained how they articulated the building in the ground elevations. The roof design that was selected is a North Saw Tooth and slotted gable. There will be a mechanical penthouse on top of the building. Security was discussed and the stairwells can be closed off from the rest of the campus if necessary. The Center will increase our capacity by going from one bed to
six and one control room to two. President Transue stated that we are supposed to break ground in summer 2011 and be finished in early 2013, but because of underfunding of the capital budget, there is a chance our project might be pushed back another two years. We are working hard to make sure that doesn’t happen.

V. ACTION ITEMS
A. Approve: Foundation Quid Pro Quo

**MOTION:** Upon a motion by Board member **Dennis**, the Board unanimously approved the Foundation Quid Pro Quo agreement.

Board Chair **Jinkins** took this opportunity to congratulate **Robin Echtle** as the newly appointed Associate Vice President and Executive Director of the Foundation.

**Clint Steele**, Director of Plant Management, introduced **Yelena Semenova** from General Administration. She is very involved in TCC’s Health Careers Building and our master planning.

B. Approve for Study: Revised Master Plan

Michael McGavock from McGranahan Architects, provided a power point presentation on our Long Range Facilities Master Plan. It was created in 2005 and updated in 2007 and 2009. We needed to make a few more revisions to coordinate with the new City zoning regulations (TCC is now a CCX mixed use zone). Our objectives were:

- to include simplifying the Master Plan strategies relating to the College’s Strategic Plan to more clearly support funding requests,
- to conduct a preliminary building/space utilization study,
- study Gig Harbor growth options, and
- study potential locations for a campus conference facility.

The Master Plan is committed to the themes of the Strategic Plan (learning, student support, diversity, community, excellence and innovation, and learning and working environment). It looks at a variety of designs for wayfinding, art, landscaping, etc. They are keeping within the pattern language and design palette that has been forming on campus. Perimeter improvements are ongoing.

Key points of the Master Plan:

- Need for learning support and student services,
- Classrooms are in short supply and dispersed around the campus,
- Student FTE growth is creating challenges,
- Buildings targeted for replacement are 8, 9, 10, 15, 19, 20 and 22,
- Future priority funding requests:
  - New student learning commons (replacement)
  - Renovation of Building 7, Phase 2 for Student Services
  - New classroom building for Business, Humanities, and Social Sciences (growth)
  - Gig Harbor expansion.
  - Performing Arts & Community Center

**MOTION:** Upon a motion by Board member **Dennis**, the Board unanimously approved for study the Revised Master Plan.

VI. NON-ACTION ITEMS
A. Commitment to Innovation: Diversity

**Bill Benjamin**, Associate Vice President of Human Resources, and **Dolores Haugen**, Director of Enrollment Management, provided a power point update on diversity on campus.

Bill provided employment statistics over the past few years and data shows that TCC has made employee gains such that we now better reflect the community we live in. Board Chair **Jinkins** asked if we have a specific recruitment strategy to attract diverse populations. Bill explained that we promote employment at TCC through the Multicultural Advisory Council, our website, and job fairs aimed at specific ethnic groups. President Transue remarked that we haven’t been able to do much hiring the last three years.
Our student population compares to the local population. In most student categories, we have improved and look more like our community. Statistics show, however, that not all ethnic groups had positive changes when it came to degrees and certificates.

Dolores reported that the Community College Survey of Student Engagement (CCSSE) shows that TCC exceeds the national average under the item “Had serious conversations with students of a different race or ethnicity than your own.” The Noel Levitz Student Satisfaction Inventory found TCC improving in responsiveness to diverse populations, commitment to underrepresented populations, and commitment to students with disabilities.

Dolores went over the status of the diversity goals for the 2009-10 operation plan and mentioned programs we are doing such as the MECA pilot project with the College Success Foundation. She also mentioned events coming up such as the annual Pow Wow on April 24 and the Students of Color conference in Yakima. She shared some examples of student life activities such as the Artists and Lectures Series.

Board Chair Jinkins commented that she is happy to see the student scoring increases, but we still have room to grow. President Transue explained that scores in rural or suburban areas are usually significantly lower.

A. **2009-10 Budget Status Report/Reduction Plan for 2010-11**

Silvia Barajas shared that we are exceeding our expected revenue by $598,295 due to excess enrollment. We are also doing well in the area of expenditures (we expect to end the year with $246,145 in excess of our expenses). As of December 31, 2009, we expect our total ending balance to be $844,440. However, our Winter enrollment is much higher than expected and our Spring quarter enrollments may also be higher. Accordingly our ending balance may be closer to $1.2 million. Thanks to faculty for adding students and Student Services for doing the additional work required. It is a true testament to TCC’s commitment to student success.

Silvia provided a handout detailing possible reduction scenarios. The Governor’s 2010 supplemental budget in December showed TCC’s estimated reduction at $1.4 with an additional January supplemental reduction of $446,000 for a total of $1,832,530 in 2010. We have been trying to chip away at the $1.8 million since November and have looked at all vacant positions to determine if we absolutely have to fill them (currently, $499,269 in vacant positions will not be filled). We have an operations reduction of $37,000. Depending on enrollment, we are expecting $550,000 in increased tuition revenue (one-time increase). However, we still need to reduce another $746,000. The total reduction for TCC this biennium is $3,436,143 for a 15.94% reduction. President Transue explained that those funds are competitive grants, so they wouldn’t help our base budget. Tim Stokes mentioned that many grants are for allied health and sustainability, and TCC will be focusing on allied health and equipment. When asked by Chair Jinkins what our strategy is, Silvia stated that our strategy is to identify permanent reductions.

B. **Enrollment Report**

Mary Chikwinya, Vice President of Student Services, said head count continues to increase. We have many unemployed workers. Running Start continues to be flat. We are on track to meet or exceed our annualized state FTE. Chair Jinkins asked if the international economy has affected our programs and Mary affirmed that it has, in fact, affected our international program, but we have increased some of our short-term (six weeks) international programs.

C. **Geothermal Analysis for Health Careers Center**

Silvia Barajas stated that part of the design of the Health Careers Center is to have a geothermal system as part of the building. The geothermal system uses the earth as a heat source in the winter and to cool water in the summer.

The cost would be an additional $900,000 over a conventional HVAC system for construction of the well field. There is a savings in energy and maintenance costs. There are also some financial incentives to be received from Tacoma Power. (Depending on efficiency of the geothermal system, they might fund up to the difference of $900,000 between the original system and the geothermal system, although their payments would come after the system is paid for.) We are also looking at federal grants that might be
applied. The life expectancy of the system is the same as traditional HVAC systems - 25 years. The life of the well field is 50 years.

How this system benefits the college:
- Energy savings.
- Green technology that helps us meet carbon neutral goals and possible state mandate to reduce energy consumption.
- The location of the well field is close to the Health Careers Center so we wouldn’t have to bring in longer piping.

Other school districts who have built this system are very satisfied and have seen energy and maintenance cost savings. Trustee Wright asked what the ultimate goal is: energy efficiency or green technology? Are we looking at all other alternatives to minimize costs and maximize efficiency? Have we looked at solar water? Clint said that our architects are excited about achieving LEED goals and there are methods that will get us there using natural ventilation and daylighting. Silvia will check into solar water. We are also looking at water mitigation.

D. Legislative Report
President Transue reported that the Senate and House budgets will be coming out next week. There is a debate going on about sales taxes and temporary increases. The salary freeze bill has been signed through June 30, 2011. Freezes on hiring, contracts, and out-of-state travel will become effective March 17 through June 30, 2011 (exemptions have will to be approved through OFM). The efficiency bill language keeps changing and has become very prescriptive in the approach to how we will go about identifying, on a regional basis, what kinds of efficiencies could be achieved college to college or by merging districts. President Transue will be testifying on this bill in Olympia on Feb. 18. The bills that would add students and/or organized labor representatives as voting members on the Board of Trustees are still alive and being heard by the Senate on February 18. The Trustees’ Association has opposed both. A bill directing that all IT purchasing and many other IT activities will be centralized at the state Department of Information Services could be problematic. Another concern is that OFM will impose reductions on our existing capital budgets on the assumption that bids are coming lower than expected. That would have the potential for further delaying our projects. We are working to get the funding for State Need and Work Study grants restored.

E. Capital Projects Update
Clint Steele, Capital Projects Director, provided the following capital projects update:

In keeping with Saint Valentine
I’ll do my best to make this rhyme
To help me stay on track and focused
I’ll use this script, if you hadn’t noticed
So here we go, I’ll give this a Whirl
I’ll start with Landscape at 12th and Pearl

Our architect is right on track
In Design Development to be exact
In a few short months we’ll be out to bid
And then a contractor those black berries rid
And in their place some plants and trees
And hardscape too, you will be pleased
And at the corner of Pearl and 12th
Up on the berm, but not by itself
An attractive wall complete with a sign
To dress up the corner was what we had in our mind
And when will all this work be done?
By September 10th at the setting sun
Another project is in the works
Though started later it will finish first
The reader board that’s old and worn
At our 12th Street entrance will soon be gone
In its place a modern one
With a nice display that’s computer run
That should happen pretty soon
And be complete by May or June

Three more projects I’ll mention last
And hope no stone will then be cast
Our Fire Alarms have aged a lot
Usually working but occasionally not
The entire system needs an overhaul
So recently we put out a call
To find a consultant that we would know
Could help us plan the way to go
The plan right now, for student’s sake
To do this work during summer break

Another project I’ll throw in the mix
It has to do with Building 6
Building 11 will get one too
They both need new roofs
So that’s what we’ll do
This as well we hope to complete
During the summer months in the sun and the heat

And though the list has many many more
To share them all would be a chore
So here you are at the very last one
I’ll share it now and then I’ll be done

If all goes well and plans progress
In early spring it’s our plan to address
The Science building’s brand new name
To go on much longer would be a shame
At that time the big TCC
Will be displayed for all to see
And with it too an honor due
Our president’s name, Pamela Transue
So there’s my report, a bit different in style
I hope it helped and brought you a smile.
G. **Northwest Commission on College & Universities: Revision to Eligibility Requirements**

Tim Stokes, Executive Vice President for Academic and Student Affairs, briefly mentioned a letter from the Northwest Commission on Colleges and Universities requesting feedback on the draft of the proposed revision to its eligibility requirements. These changes don’t really affect TCC since they only apply to those schools who offer a Bachelors of Applied Science degree.

VII. **REPORTS**

A. **Administrative Report**

President Transue mentioned the following:

1. President Transue briefly discussed the documents she had sent to the Board on the current state and future prospects of our Washington community and technical college system.

2. Trustee Wright and President Transue attended the new trustee orientation in Olympia on January 24. Board member Whang introduced Trustee Wright to the entire TACTC group. The Pierce County colleges held a reception for legislators on Monday evening. Trustees Dennis, Whang, Wright and Jinkins represented our board, and Senators Kilmer and Franklin and Representatives Dammeier, Kelly, Conway, and Green stopped by.

3. The ACCT Trustee Quarterly included a picture of Trustee Whang when he was taking the oath of office on the ACCT Board.

4. On January 15 and January 19, President Transue testified before the House Higher Education Committee and the Senate Higher Education Committee on the Carlyle and Kilmer companion bills dealing with efficiencies, coordination and partnerships in the community and technical college system.

5. There was an op-ed piece in the Seattle Times from the State Board of Community & Technical Colleges regarding the value of higher education and the need for investment in it.

6. We held our second brown bag lunch forum on January 25. Silvia Barajas updated her budget report from November. Executive Staff discussed legislative bills affecting higher education currently being considered in Olympia. Initial reaction to the new portal was also discussed. We are scheduled to hold additional brown bag lunch forums through May of 2010.

7. President Transue gave a presentation about TCC and the current state of community colleges in the Pierce County area during a Rotary presentation entitled, “Community Colleges: Wide Angle and Close Up” on January 28.

8. The Business Examiner had a brief article about TCC being one of four Washington colleges to receive a grant from Johnson & Johnson for our nursing education program to increase our capacity to education and graduate more nurses. TCC received $25,000 to develop a formal program to assist internationally educated registered nurses to prepare for the licensing exam and transition into the role of RNs in the United States. The other Washington schools were Seattle University School of Nursing, Walla Walla University, and the University of Washington Bothell.

9. On February 1 faculty members Scott Cochran and Sue Habeck, in conjunction with our Center for Ethical Development, showed the social and cultural documentary film, FOOD INC., (2008) and held a question-and-answer session afterwards. There was a standing-room only turnout of students, faculty and staff and many stayed for the entire symposium which lasted nearly three hours. This film explores the source of our food and dietary practices and habits in a post-modern age. On March 1 there will be a similar type symposium with the screening of CORPORATION.

10. There was a good turnout at the opening reception for the Social Injustice art exhibit. This juried exhibition addresses issues concerning the economy, food supply, poverty, racism, terrorism, violence, and war.

11. We were streamed live on Oprah.com for our lecture series by Derrick Ashong. He is also part of her Saturday radio show.
B. **Faculty Report—Mike Towey**, Faculty Union Representative, reported that many faculty and students attended the President’s Day Rally in Olympia. Faculty are continuing contract negotiations. They are at a point where they are starting to get into more substantive issues. They hope to be finished by mid April.

C. **Classified Staff Report--none**

D. **Associated Students Report – Orlando Monserrate**, President of the Student Body, stated that this month has had an excellent arts and lectures series. TCC has been in the media mainstream with King 5 News being on campus reporting on our Susan Komen Breast Cancer walk, and one of our lectures series, Derrick Ashong, was live-streamed on Oprah.com. It will also be reviewed on his Saturday Oprah radio show. Orlando mentioned several student activities such as this month’s well-attended First Lunar New Year and the Saul Williams program which had about 500 students in attendance. At the end of January the students passed the tech fee budget.

E. **Foundation –Robin Echtle** provided information on the following:

- We are accepting applications for the Distinguished Alumni nominations.
- The plans for the 10th anniversary of the Tacoma Wine Classic being held at the Bicentennial Pavilion are coming along. The theme is “A Night of Intrigue and Fine Wine.” Save the Date cards will be mailed early next week. We are still soliciting for sponsorships and procuring items. We appreciate the sponsorship support of NBBJ and McGranahan architects.
- The second Alumni solicitation was mailed to approximately 1,000 recent graduates. They have been asked to donate the amount of their year (e.g., $20.04, 200.40, or $2,004 if they left TCC in the year 2004). Last December we had a soft ask of “buy a brick” and so far have sold 12 large bricks and 8 small ones. Last year we only sold a total of six bricks the entire year, so this is a positive increase.
- A second “spring” ask letter is going out this week to about 250 former donors to the Foundation in support of scholarships.

F. **Board report:**

Chair Jinkins reminded the Trustees about the Special Meeting on March 10 for tenure interviews. She also asked about the Trustees’ interest in holding the April board meeting at the Gig Harbor campus. After discussion, it was decided to look into the possibility of doing this for the May board meeting. Cathie will look into that possibility.

Chair Jinkins mentioned that she and Trustee Walton attended the Pierce County Coordinating Council (PCCC) on February 5. PCCC trustee representatives from each college signed a letter to the State Board asking for technical and financial assistance to support a SWOT analysis to uncover areas of change that have the potential to provide the most strategic benefit to our region and the state. She also mentioned that Dave Edwards had been the PCCC representative on the UWT Advisory Board. Since he is no longer on the board, they are looking for a trustee from one of the Pierce County colleges to take his place. They specified that they need someone who has a genuine interest in this UWT board and is willing to make the time commitment.

VIII. **REMARKS-** None

IX. **EXECUTIVE SESSION**

At 6:10 p.m. Chair Jinkins announced that the Board would adjourn into Executive Session for approximately 15 minutes to discuss agency litigation.

At 6:19 the Board reconvened to open public meeting.

X. **ADJOURNMENT**

There being no further business, the meeting was adjourned at 6:20 p.m.

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Laurie Jinkins, Chair