

Board of Trustees
Bob Ryan – Chair
Gretchen Adams-Vice
Chair
James Curtis
Don Dennis
Liz Dunbar

President
Dr. Sheila K. Ruhland

TCC Mission Statement:
TCC creates meaningful and relevant learning, inspires greater equity, and celebrates success in our lives and our communities.

Board Mission and Vision:
The Board will govern with a style that emphasizes outward vision rather than an internal preoccupation, encouragement of diversity in viewpoints, strategic leadership rather than administrative detail, clear distinction of Board and presidential roles, collective rather than individual decisions, future rather than past or present, and proactive rather than reactive.

AGENDA

- | | | |
|-------|--|-----------------|
| I. | CALL TO ORDER | Bob Ryan |
| II. | GENERAL MATTERS | |
| | A. Changes/Approval of Agenda | Bob Ryan |
| | B. Approval of Minutes:
September 9 Regular Meeting (pages 3-7) | Bob Ryan |
| | C. Introductions | Sheila Ruhland |
| | D. Correspondence | Sheila Ruhland |
| | E. Board Report | Bob Ryan |
| III. | PRESENTATION | |
| | Student Voice: Robin Ross, Human Services | Shema Hanebutte |
| IV. | ACTION ITEMS | |
| | A. Committee Assignment – 2015-16 Legislative Council
(pages 8-9) | Bob Ryan |
| | B. 1 st Read – 2015-2016 Operating Budget (pages 10-13) | Janice Stroh |
| | C. 1 st Read – 2015-2016 Strategic Plan Initiatives (pages 14-19) | Janice Stroh |
| | D. 1 st Read – Nursing Reaccreditation & Curriculum Redesign:
Course Fees (pages 20-21) | Julie Benson |
| V. | NON-ACTION ITEMS | |
| | A. Pathway to Completion: “Use the Force” Workforce
Development | Kelli Johnston |
| | B. Project Request Report (PRR) – Capital Funding
Business & Humanities Center (pages 22-23) | Greg Randall |
| | C. 2015 Annual Security & Fire Safety Report | Will Howard |
| VI. | REPORTS | |
| | A. Associated Students | Jenna Jones |
| | B. Foundation | Pat Shuman |
| | C. Faculty | Dave Howard |
| | D. Classified Staff | |
| | E. Legislative | Bill Ryberg |
| | F. President (pages 24-25) | Sheila Ruhland |
| VII. | PUBLIC COMMENT/REMARKS | Bob Ryan |
| VIII. | EXECUTIVE SESSION | Bob Ryan |
| | Under RCW 42.30.110, an executive session may be held for the purpose of receiving and evaluating complaints against or reviewing the qualifications of an applicant for public employment or reviewing the performance of a public employee; consultation with legal counsel regarding agency enforcement actions or actual or potential agency litigation; considering the sale or acquisition of real estate; and/or reviewing professional negotiations. | |
| IX. | BOARD ACTION AS A RESULT OF EXECUTIVE SESSION | Bob Ryan |
| X. | ADJOURNMENT | Bob Ryan |
| | Interpreters for people with hearing impairments and Braille or taped information for people with impairments can be provided. Please contact Judy Colarusso, Office of the President at 6501 South 19 th St., Tacoma WA 98466; Tel: 253/566-5136 or e-mail jcolarusso@tacomacc.edu. | |

**BOARD OF TRUSTEES
2015-16 EVENT DATES
Revised 9/29/15**

<p>July 2015</p>	<p>August 2015</p>	<p>September 2015 (TCC Board Meeting: Sept. 4)</p> <ul style="list-style-type: none"> • FYI – College Closed, 9/4, 9/7, 9/11 • 9/9 MAC meeting, 7:30-9:00 a.m. • 9/14 TCC Professional Development Day General Session 8:30-10:00 a.m. • 9/17 50th Celebration Come Visit Us 3-6:00 p.m., Foundation Dinner 5:30 p.m. • 9/18 13th Annual Juried Local Art Reception 4:00-7:00 p.m., Exhibit 9/14-10/23
<p>October 2015 (TCC Board Meeting: Oct. 21)</p> <ul style="list-style-type: none"> • 10/12-17 ACCT Leadership Congress San Diego, CA • 10/20 Foundation Scholarship Recognition Luncheon, 11:30 a.m.-1:30 p.m. 	<p>November 2015 (TCC Board Meeting: Nov. 18)</p> <ul style="list-style-type: none"> • FYI - College Closed, 11/26-27 • 11/19 ACT Legislative Action Committee Retreat, 8:00 a.m.–5:00 p.m., SeaTac, • 11/20 ACT Fall Conference, 8:00 a.m.–5:00 p.m., SeaTac 	<p>December 2015 TCC Board Meeting: Dec. 9)</p> <ul style="list-style-type: none"> • FYI - College Closed 12/24-25 • 12/2 MAC meeting, 7:30-9:00 a.m. • 12/10 Annual Holiday Luncheon, 11:30 a.m.–1:00 p.m. • 12/10 MCCW Graduation, 11:00 a.m. – 2:00 p.m., Belfair
<p>January 2016 (TCC Board Meeting: Jan. 13)</p> <ul style="list-style-type: none"> • FYI – College Closed 1/1, 1/18 • 1/24 ACT New Trustee Orientation, Olympia • 1/24-25 ACT Winter Conference, Olympia • 1/29 Winter Board Retreat, 8:00 a.m.-5:00 p.m., Shennan 	<p>February 2016 (TCC Board Meeting: Feb. 17)</p> <ul style="list-style-type: none"> • FYI – College Closed 2/15 • 2/4 TCC Reach Higher Luncheon, 11:30 a.m.-1:00pm • 2/8-11 ACCT National Legislative Summit, Washington, DC 	<p>March 2016 (TCC Board Meeting: March 9)</p> <ul style="list-style-type: none"> • 3/2 MAC meeting, 7:30–9:00 a.m. • 3/16 Board Tenure Interviews, 1:00-5:15 p.m. • 3/24 All-Washington Student Awards, 12:00 – 2:00 p.m. South Puget Sound Community College
<p>April 2016 (TCC Board Meeting: April 13)</p> <ul style="list-style-type: none"> • 4/22 Professional Development Day • 4/22 TCC Annual Awards & Recognition, 3:00-5:00 p.m. 	<p>May 2016 (TCC Board Meeting: May 11)</p> <ul style="list-style-type: none"> • FYI – College Closed 5/30 • 5/5 Board Ellen Pinto Interviews, 3:30-5:00 p.m. • 5/7 Tacoma Wine Classic, 5:30–11:30 p.m. • 5/17 Student Awards Ceremony, 5:30–7:30 p.m. • TBD ACT Spring Conference, 8:00 a.m.–5:00 p.m., Bellevue 	<p>June 2016 (TCC Board Meeting: June 8)</p> <ul style="list-style-type: none"> • 6/1 MAC meeting, 7:30–9:00 a.m. • 6/9 WCCW Graduation Ceremony at WCCW • 6/9 CASA/MECA Celebration, 4:00 p.m. • 6/10 Mission Creek Graduation Ceremony, Belfair • 6/11 Commencement, 9:00 a.m.–12:00 p.m. • 6/17 Board Retreat, 8:00 a.m.–5:00 p.m.

Tacoma Community College
Board of Trustees Regular Meeting
September 9, 2015, 4:00 p.m.
Building 12 ~ College Room

MINUTES

Board Members

Bob Ryan, Chair
Gretchen Adams, Vice Chair
James Curtis
Don Dennis
Liz Dunbar

Administration/Faculty/Staff/Guests

Sheila Ruhland	Silvia Barajas
Mary Chikwinya	Rick Brady, AAG
Tod Treat	Angela Wheeler
Bill Ryberg	Dave Howard
Andy Duckworth	Kim Matison
Janine Mott	Matt Lane
Sonja Morgan	Will Howard
Olga Webstad	Matt Redman
K.C. Bitterman	Janice Stroh
Samarri Williams	Anthony Robinson
Bruce Simonetti	Elizabeth Hyun
Justin Francisco	James Newman
Edwina Fui	Debbi Olson
Krista Fox	Chuck Woodard
Jenna Jones	Chris Soran
Julie Dunbar	Kari Twogood
Clay Krauss	Judy Colarusso
Cathie Bitz	Stephanie Jimenez-Edwards
Betsy Abst	Xavier Unda
Greg Randall	Cindy Miller
Natalie Wilkerson	Shema Hanebutte
Chad Wright	Kim Ward
Tamyra Howser	Nermalyn Edwards
Namiko Bagirimvano	Ndeye Penda Sow
Kourtney Peyton-Pringle	Brenda Ortega
	Thomas Oliver

I. CALL TO ORDER

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

Chair **Ryan** presented to former Trustee **Chad Wright** TCC's 2015 Honorary Degree. Chad was unable to attend Commencement in June to receive the Honorary Degree. During his presentation, Chair **Ryan** acknowledged Chad's service on the board, his commitment to education and his guidance and leadership that has contributed to the campus improvements and student success. Chad thanked the board for the acknowledgement and stated the college would continue to be a priority for him.

II. General Matters

A. Changes/Approval of Agenda

MOTION: Upon a motion by Board member **Dennis**, the Board unanimously approved the Agenda as submitted.

B. Approval of Minutes for the June 10 Regular Meeting, June 25 Board Retreat, and August 18 Special Meeting

MOTION: Upon a motion by Board member **Dunbar**, the Board unanimously approved the minutes of the June 10 Regular Meeting, June 25 Board Retreat, and August 18 Special Meeting.

C. Introductions

Staff hired since June 2015 were introduced to the board.

Sheila Ruhland introduced Executive Assistant to the President **Thomas Oliver**.

Bill Ryberg introduced Director of Marketing and Communication **Tamyra Howser**.

James Newman introduced **Namiko Bagirimvano**, Manager for International Housing and Short Term Programs and **Ndeye Penda Sow**, International Student Navigator.

Janine Mott introduced **KC Bitterman**, Continuing Education Department Manager.

Kim Matison introduced **Stephanie Jimenez-Edwards**, Scholarship Program Coordinator.
Shema Hanebutte introduced Advisor **Javier Unda** and Administrative Assistant **Kourtney Peyton-Pringle**.
Sonja Morgan introduced Student Life Program Assistant **Edwina Fui**.
Silvia Barajas introduced IT Director **Clay Krauss** and Director of Facilities and Capital Projects **Greg Randall**.
Janice Stroh introduced Financial Services Assistant Director **Nermalyn Edwards** and Budget Manager **Julie Dunbar**.
Olga Webstad introduced Early Childhood Specialist **Cindy Miller** and Child Care Specialist **Matt Redman**.
Will Howard introduced Public Safety Program Assistant **Brenda Ortega**.

D. Correspondence

President Ruhland reported receiving the following correspondence:

- A letter from Governor Inslee reappointing Trustee Dunbar to the Board until 2020.
- A letter from the Joint Review Committee on Education announcing that TCC's Radiologic Technology program has been accredited.
- A letter from the Northwest Commission on Colleges and Universities informing us that they have accepted our Spring 2015 Year One Mission and Core Themes report.

E. Board Report

- Board member **Dunbar** attended the board retreat in June and the PCCC meeting on September 3 which was attended by UW Chancellor Mark Pagano. Board member **Ryan** attended the board retreat in June, the PCCC meeting and the Foundation Board Meet & Greet at the home of Foundation President Pat Shuman. Board member **Ryan** also attended the CCID Conference in Hawaii where Dr. Ruhland and Vice President Treat were present. Board member **Dennis** attended the board retreat and PCCC meeting. Board member **Adams** attended the special board meeting on August 18 along with the other board members. She also attended the New CEO Tacoma Youth Foundation Reception and the Rotary 8 meeting attended by Representative Kilmer and Heck. Board member **Curtis** attended the board retreat, special board meeting, the Men of Distinction Celebration and the TCC Alumni event at Cheney Stadium.

III. PRESENTATION

Student Voice: Sonja Morgan introduced student **Justin Francisco** from the CASA/MECA and Student Leadership Programs. Justin shared his background and journey to Tacoma Community College. Justin overcame multiple challenges, to come to TCC and become a student leader. He came to this country from the Philippines as a young boy, not speaking English, and had to enter third grade at a sixth grade age. He now holds a 3.4 grade average at TCC. He aspires to return to the Philippines as a teacher and a leader to help those achieve their education dreams.

IV. ACTION ITEMS

None.

V. NON-ACTION ITEMS

A. Pathway to Completion: Health & Wellness Center

Elizabeth Hyun TCC Capital Projects Manager provided a brief overview of the Health & Wellness Center Project. This project began two years ago with a feasibility study to determine the expansion of the current athletic and fitness center. The ASTCC students voted to fund the project through a COP (Certificate of Participation) and have been involved in the planning and design of the expansion. The project broke ground late this summer and the contract was awarded to Pease and Sons. Elizabeth then introduced **Matt Lane** from McGranahan Architects who provided a PowerPoint presentation on the project. Highlights of the presentation:

- Additions to the facility include expansion of the gym, new athletic offices, a student lounge/activity space, a new classroom, a new building entry and expanded social space.
- Construction schedule: two phases
 - ✓ Phase One: expansion of the back of the building - July 2015 – July 2016.
 - ✓ Phase Two: expansion of the front of the building – September 14, 2016 – November 28, 2016
 - ✓ Activate date: April 2017

Elizabeth provided a budget summary:

- Estimated cost of construction project: \$16,230,000
- COP ASTCC supported \$10,000,000

A groundbreaking ceremony is scheduled for Tuesday, September 29, 2015 at 12:30 p.m. Vice President Tod Treat added that this project helps fulfill the strategic priority of engaging community by ensuring that TCC's physical environment is welcoming to students and the community.

B. ctcLink Update

ctcLink Project Manager **Andy Duckworth** provided an update on the ctcLink Project conversion which went live on August 24. He shared outstanding issues on a week by week basis that included:

- **Week One:** security credentials for staff and faculty needed adjustments, enrollments and class data dropped from the system and had to be manually entered, time reporting for staff needed immediate attention to run the September 10 payroll. Training for 115 people was provided which included assigning supervisors in order to approve time. Finance has had issues with general ledger data conversion. Cashiering has been dealing with numerous challenges and the ability to process credit card payments. Financial aid staff viewed the new system for the first time and were working to learn the process quickly in order to process applications.
- **Week Two:** Security credentials continued to be addressed, course and catalog clean-up work being done manually, enrollments dropping from system continue to be a concern and needed to be manually entered. Payroll was successfully processed. The general ledger and student accounts continued to be cleaned-up and the purchasing department was able to process thirty purchase orders.
- **Week Three:** General Ledger scheduled to be ready to process by end of week, additional resources are needed to help process financial aid applications and every-day processes are being reviewed for correctness.

C. Year-End Financial Report 2014-15

Vice President **Silvia Barajas** provided the 2014-15 year-end financial report. Highlights of her report:

- The total state allocation for 2014-15 was \$18,813,298, up \$829,340 from budget.
- Enrollment increases in general enrollments and Running Start resulted in an increase of \$2,728,141 in local revenue.
- Total revenue for 2014-2015 was up by \$3,557,481 or 9.1%
- Operating expenses were down by \$1,190,897 mostly due to vacant positions.
- Net revenues over expenses for the year totaled \$4,748,378.

Vice President **Barajas** reported on the Reserves and the four funds associated with Reserves. Reserves available at end of 2014-15 fiscal year total \$11,615,782. The required reserve at 15% of 2015-16 estimated budget is \$6,600,000. The percentage of reserves to estimated budget is currently 26.40%.

Vice President Barajas reported that we had a successful financial year and acknowledged the staff for their hard work during a very difficult time dealing with the ctcLink conversion.

D. Enrollment Report 2014-15

Dean of Enrollment Services and Registrar **Betsy Abst** gave the enrollment report for 2014-15.

Highlights of her report:

- Enrollment Allocation for the year was 4,556. Actual enrollment was 5,971. Though down from previous year, TCC remains at approximately 31% over its allocation.
- International and Running Start enrollments continue to increase.
- International enrollments increased from 406.9 FTE to 467.1.
- Running Start enrollments increased from 604.6 FTE to 667.2

VI. REPORTS

A. Associated Students Report – Jenna Jones, ASTCC President reported:

- Students in the Office of Student Engagement have undergone team training for the last month which included a retreat.
- Plans for Welcome Week include a pizza party and possible "Pizza & Politics" and "Pancakes & Politics" events.
- Issues discussed at student retreat included textbooks and Open Education Resources, (OER), and postsecondary education for inmates.
- ASTCC is developing goals for student government for the year.

B. TCC Foundation Report – Pat Shuman, President of the Foundation, reported:

- Foundation scholarships awarded for fall total \$374,000. Pat urged everyone to communicate to students there are scholarships available through the Foundation office.

- The 50th Anniversary Donor Dinner is scheduled for September 17. Past scholarship recipients will be speaking at the event. "Come Visit Us" will occur during the afternoon and is open to all faculty and staff and the community.
- The Foundation Retreat will be held on September 22 to work on finalizing Foundation goals for the year.
- May 7th is the date for the Tacoma Wine Classic.

C. Faculty Report—Dave Howard, Faculty Union Representative, reported:

- Acknowledgement of the work done over the summer by staff on the ctLink conversion. Andy Duckworth has done an outstanding job as the project manager.
- Dave attended the Foundation sponsored alumni night at Cheney Stadium and thanked the Foundation for their work on the event.
- Acknowledgement of the salary increases and payment of faculty PAU's.

D. Classified Staff Report—Angela Wheeler, Classified Staff Representative reported:

- Classified Staff are finishing up their committee elections for the 2015-16 year.
- Acknowledgement of the commitment from the college for Classified Staff training.

**E. Legislative Report – Bill Ryberg, Vice President College Advancement:
No Report**

F. President's Report - President Ruhland:

- The President provided to the Board the following:
 - ✓ The annual Conflict of Interest statement to be signed by the Board.
 - ✓ 50th anniversary flyer
 - ✓ List of events coming up – Work on finalizing the form that will provide information on events of interest to the board.
 - ✓ TCC Organization charts – The intent is to provide the board with updated organizational charts on an annual basis.
 - ✓ Legislative Session report
- The President reported that she has been walking around campus delivering treats to TCC staff who have worked so hard on the ctLink conversion. She also had drawings for gifts and gift certificates that they all seemed to enjoy.
- The President reported on photo opportunities she has had with students throughout the summer on campus and stated one of the photos was used in the South Sound Partnership campaign.
- Dr. Ruhland reported she will be attending the faculty retreat and the golf tournament on Friday, September 11.
- September 17 is the official 50th anniversary celebration and President Ruhland encouraged the Trustees to attend the community event from 3:00 – 6:00 and a scholarship fundraising dinner that evening hosted by the Foundation. Dr. Ruhland also commented on the "Come Visit Us" ads that have appeared in the newspaper.
- The President will be attending the ACCT symposium and conference in San Diego this October with Trustees Ryan, Adams, and Curtis.
- The President invited the Trustees to attend the morning General Session of Professional Development Week on September 14 so she can introduce Board members.
- The monthly President's activity report is provided to the board outlining meetings and events attended by the President.

VII. PUBLIC COMMENT/REMARKS
None

VIII. EXECUTIVE SESSION

At 5:40 p.m., Chair Ryan announced that the Board would adjourn into Executive Session for approximately ten minutes for consultation with legal counsel regarding the performance a public employee. No action was expected to be taken as a result of the Executive Session.

At 5:50 p.m. the Board reconvened to open public meeting.

IX. ADJOURNMENT

There being no further business, the meeting was adjourned at 5:52 p.m.

Bob Ryan, Chair

TACOMA COMMUNITY COLLEGE

**Addition to Board Appointments
October 21, 2015**

BACKGROUND

Each spring the Board of Trustees appoint members of their board to serve on the following committees/boards/councils for the upcoming year:

ACT Legislative Action Committee	two board members
TCC Legislative Council	one board member
TC Foundation Board	one board member
Pierce County Coordinating Council	three board members
ACCT Voting Delegate	one board member
TCC Art Committee	two board members
Multicultural Advisory Council	Five board members (all trustees)

After appointments were made for the 2015-16 year, the membership of the Legislative Council has been reorganized to allow equal representation from each college stakeholder group.

RECOMMENDATION

The Chair of the Board of Trustees and President recommend that the board identify and approve an additional board member to the TCC Legislative Council for the 2015-16 year and that two board members be appointed each year hereafter to allow for equal representation on the Legislative Council.

Legislative Council

Purpose: An advisory group reflective of and accountable to relevant stakeholders. The Legislative Council educates and informs the college community regarding the impact of legislative initiatives and activities, and advocates with the legislature on behalf of the college.

Authority: Advisory

Chair: Vice President for College Advancement

Meeting Schedule: One month prior to a legislative session; monthly during legislative session; and the month following the end of a legislative session.

Time: 3:30 – 4:30 p.m. **Location:** College Room

December 8, 2015
February 29, 2016
May 23, 2016

January 25, 2016
April 11, 2016

Member Selection: Representatives from faculty, classified staff and students will be appointed by the internal guidelines for each of the respective groups. Representatives from the administrative exempt group will be appointment by the President’s Cabinet. Members are appointed for a one year term and may be renewed for an additional one year term. Meetings are open to all who are interested in attending.

Name	Classification	Title	Term
Bill Ryberg	Chair	Vice President	On-going
Dr. Sheila Ruhland	President/Ex-Officio		2015-16
Don Dennis	Trustee		2015-16
	Trustee		2015-16
	Administrative/Exempt		2015-16
	Administrative/Exempt		2015-16
	Faculty Member		2015-16
	Faculty Member		2015-16
	Classified Staff Member		2015-16
	Classified Staff Member		2015-16
	Student Member		2015-16
	Student Member		2015-16

TACOMA COMMUNITY COLLEGE

Proposed Operating Budget 2015-16 October 21, 2015

BACKGROUND

The 2015/2016 budget has an expected State allocation to TCC of \$20,720,400 and Local Revenue of \$22,459,600 for a total operating budget of \$43,180,000

Budget Highlights \$3.9M Increase:

Revenue:

State Allocation Adjustments to TCC Budget -\$2.7M

- \$.6M Support for cost of living increase in salaries by 3%
- \$ 1M Increase in health care benefits. The health care rate for this year is increasing 29% or \$2,136 per employee.
- \$.1M Increase in retirement benefits due to the 3% increase in salaries.
- \$.8M Support for revenue decrease due to 5% reduction in tuition operating fee. The legislative policy states the operating fee portion of tuition for resident students be reduced by 5% commencing Fall 2015 at every community college.
- \$.2M Additional increase for facilities operation for the new Harned Health Careers Center.
- \$.1M Increase for students of color and with disabilities
- \$(.1M) Reduction in Worker Retraining Variable funds that are distributed to the colleges based on a formula that is calculated on the unemployment rate in the county and if the college reached their FTE target for the previous year. Since TCC did not achieve the FTE target funds are being reduced this year.

Local Revenue Changes to TCC Budget - \$1.2M

- \$ 1M Increase in Running Start revenue due to increased enrollment and prior years' actual revenue figures.
- \$.4M Increase in general fees based on previous years' actuals
- \$(.2M) Tuition revenue reduction due to reduction in tuition rate and anticipated reduction in enrollment.

Expenses:

- \$ 1 M Salary increases of 3%
- \$ 1.5M Increase in health care and retirement benefits
- \$.9M Increase due to new positions
- \$.5M Increase in various costs including insurance, ctLink, bad debt expense, etc.

Additional Note:

- \$682,428 is set aside to implement the operational plan.

RECOMMENDATION

The President recommends that the Board approve first reading of the 2015/16 Operating Budget of \$43,180,000.

**TACOMA COMMUNITY COLLEGE
PROPOSED OPERATING BUDGET 2015-2016 SUMMARY**

REVENUE

State Allocation Increases:

\$ 1 M	Health Rate Increase
\$.6M	COLA 3% increase
\$.8M	Tuition Backfill

Local changes:

\$ 1 M	Running Start
\$.4M	General Fees to match actuals
(\$.2M)	Reduction tuition 5% & enrollment

EXPENSES

\$ 1 M	Salary increases 3%
\$ 1.5M	Benefits: health care & retirement
\$.9 M	New positions
	1 Social Sciences Faculty
	3 Writing Faculty
	1 Education Transfer Faculty
	1 Physical Science/Eng Faculty
	1 Math Faculty
	1 Biology Faculty
	1 IT Faculty
	1 Librarian
	1 International Admissions Coordinator - Classified
	1 Program Manager for Access Services - Exempt
	1 GHC Front Desk Coordinator - Classified
	1 HR Consultant - Classified
	1 Applications Developer - Exempt

TACOMA COMMUNITY COLLEGE Proposed Operating Budget 2015-16

	2014-15	2014-15	2015-16
<u>Operating Revenue</u>	<u>Beginning Budget</u>	<u>Ending Balance Actual</u>	<u>Projected Revenue</u>
STATE			
State Allocation	\$ 16,653,260	\$ 17,533,850	\$ 18,704,540
Tuition Back Fill		\$ -	\$ 833,787
Worker Retraining Base	1,002,698	1,002,698	1,002,698
Worker Retraining Variable	328,000	276,750	179,375
Total State	\$ 17,983,958	\$ 18,813,298	\$ 20,720,400
LOCAL			
Fund 145 Running Start	\$ 2,000,000	\$ 3,063,950	\$ 3,000,000
Fund 148 Bldg Fees fr Excess Enroll	500,000	\$ 673,682	600,000
Fund 148 General Fees / Overhead	285,000	\$ 616,699	600,000
Fund 149 Tuition - Operating Fees	18,450,699	\$ 19,609,509	18,259,600
Total Local	\$ 21,235,699	\$ 23,963,840	\$ 22,459,600
Total Operating Revenue	\$ 39,219,657	\$ 42,777,138	\$ 43,180,000

	2014-15	2014-15	2015-16
<u>Operating Expense</u>	<u>Beginning Budget</u>	<u>Ending Balance Actual</u>	<u>Expense Budget</u>
Operating Expense			
Salaries	\$ 25,522,831	\$ 24,675,060	\$ 27,474,000
Benefits	\$ 8,022,536	\$ 7,573,686	\$ 9,484,000
Goods & Services	\$ 4,397,134	\$ 3,777,674	\$ 4,746,000
Equipment / Leases	\$ 646,226	\$ 1,286,773	\$ 740,000
Travel	\$ 247,155	\$ 328,026	\$ 352,000
WR Financial Aid	\$ 383,775	\$ 387,542	\$ 384,000
Total Operating Expense	\$ 39,219,657	\$ 38,028,760	\$ 43,180,000
Program Expense			
Instruction & Primary Support	\$ 23,053,765	\$ 23,211,541	\$ 24,986,000
Library Services	\$ 835,900	\$ 990,802	\$ 925,000
Student Services	\$ 4,369,595	\$ 4,171,373	\$ 4,805,000
Institutional Support	\$ 7,203,190	\$ 5,908,272	\$ 8,185,000
Plant Operations & Maintenance	\$ 3,373,432	\$ 3,359,229	\$ 3,895,000
WR Financial Aid	\$ 383,775	\$ 387,542	\$ 384,000
Total by Program Expense	\$ 39,219,657	\$ 38,028,760	\$ 43,180,000

**TACOMA COMMUNITY COLLEGE
PROPOSED PERSONNEL INCREASES FOR BUDGET 2015-16**

Division	Classification	Justification
Instruction	Faculty	Social Sciences Faculty – To address program review, low completion rates in 101, and expand and build WRAC curriculum.
Instruction	Faculty (3)	Written Communications Tenure Track - To address program review, low completion rates in 101, and expand and build WRAC curriculum.
Instruction	Faculty	Education Transfer Tenure Track – To provide full-time faculty in program
Instruction	Faculty	Physical Science/Engineering – To address the need due to increase in student FTEs in the program
Instruction	Faculty	Math Tenure Track – To address the need as a high priority in the program review
Instruction	Faculty	Biology Tenure Track - To address the need as a high priority in the program review
Instruction	Faculty	Information Technology Tenure Track - To address the need as the highest priority in the program review
Instruction	Faculty	Librarian Tenure Track – to support hybrid and online programs and courses, instructional activities, student research and technology, & the development of the literary collections
Student Services	Classified	International Admissions Coordinator – Source of funding change only. 50% to come from Operating Budget.
Student Services	Classified	Customer Service Coordinator – One full time staff to replace three hourly staff in order to provide consistent and efficient service.
Student Services	Exempt	Program Manager for Access Services – To address the increased ADA needs of our students.
Admin Services	Classified	Human Resources Consultant – Increased volume of recruitment and screening due to faculty/staff increases and turnover.
Admin Services	Classified	Application Developer – To support continued enhancement of the College’s visibility on the web and social media.
Position Enhancements:		
College Advancement		Foundation Operations Coordinator
Student Services		Counselor – increase availability during the summer
TOTAL BUDGET		\$868,800

TACOMA COMMUNITY COLLEGE

Proposed Strategic Investments 2015-16

BACKGROUND

The 2015-2016 budget is built on an expected State allocation for TCC of \$20,720,400 and Local Revenue of \$22,459,600 for a total operating budget of \$43,180,000. As per Board Policy, TCC is required to maintain a 15 percent reserve. For the 2015-16 budget, the reserve requirement is \$6,477,000.

The following table illustrates TCC's projected reserve balance at 06/30/15:

Current Reserve Balance	\$15,717,299
Required Reserve for 2015-16	\$6,477,000
Prior Years' Strategic Plan Commitments	\$4,101,517
Balance in Excess of Required Reserve	\$5,138,782

Last spring and summer items were submitted to President's Cabinet for consideration as strategic investments. President's Cabinet evaluated the request and recommends 28 projects for consideration. Ideally these items would have been brought forward last spring. However, since the biennial budget was not approved by the State until June 30, 2015, President's Cabinet felt it would be prudent to wait.

RECOMMENDATION

The President recommends that the Board approve for first reading the use of one time funds above the required reserve to address Strategic Investments totaling \$2,783,492.

TACOMA COMMUNITY COLLEGE

Reserves Fiscal Year 2015-16

	DEDICATED LOCAL Fund 148	OPERATING FEES Fund 149	GRANTS / CONTRACTS Fund 145	EXCESS ENROLLMT Fund 570	COMBINED FUNDS TOTAL
BEGINNING BALANCE 7-1-14	\$ 3,000	\$ 4,144	\$ 5,908,603	\$ 9,058,792	\$ 14,974,539
Revenue					
Tuition		14,153,835			14,153,835
Tuition/Bldg Fees fr Excess Enroll	6,129,356				6,129,356
Miscellaneous	1,228,109				1,228,109
Private Contracts & Grants					0
Local Govt Contracts & Grants			3,336,844		3,336,844
State Govt Contracts & Grants					0
Interfund Transfer In / (Out)	(3,010,000)	1,010,000		2,000,000	0
Total Revenue	4,347,465	15,163,835	3,336,844	2,000,000	24,848,144
Expense					
Salaries / Benefits	2,529,496	13,153,878	2,260,375		17,943,749
Other Operating Expenses	622,916	2,010,432	30,117	(66,521)	2,596,945
Sub-Total Expense	3,152,412	15,164,310	2,290,492	(66,521)	20,540,693
FY NET REVENUE/ EXPENSE	\$ 1,195,053	\$ (475)	\$ 1,046,352	\$ 2,066,521	\$ 4,307,450
RESERVE ACTIVITY					
Health & Wellness Ctr				(2,000,000)	(2,000,000)
Capital Equipment				(500,000)	(500,000)
Strategic Options	(1,064,690)				(1,064,690)
RESERVE COMMITMENT				(6,885,009)	(6,885,009)
ENDING BALANCE 6-30-15					
w/Reserve Commitments for					
FY 16	\$ 133,363	\$ 3,669	\$ 6,954,954	\$ 1,740,304	\$ 8,832,290

NOTES

	<u>Approved</u>	<u>Balance Remaining</u>
(1) Board approved (6/14) Capital Investments	\$ 4,500,000	\$ 2,000,000
(1) Board approved 2009-15 Strategic Options	\$ 4,536,654	\$ 2,101,517
(2) 2015-16 Strategic Options		\$ 2,783,492
Remaining Commitment to Reserves		\$ 6,885,009

Reserve Policy approved during 2004-05 established that the reserve balance will be maintained at a minimum of 15% of the college operating budget.

Reserves available fiscal year end 2012-13	\$ 10,976,620	
Beginning budget 2013-14, approved 6/13	36,085,773	
% of Reserves to beginning budget	30.42%	
Reserves available fiscal year end 2013-14	\$ 6,952,894	
Beginning budget 2014-15, proposed	39,219,657	Required reserve at 15% = \$5,882,949
% of Reserves to beginning budget	17.73%	
Reserves available fiscal year end 2014-15	\$ 8,832,290	
Estimated budget 2015-16	43,180,000	Required reserve at 15% = \$6,477,000
% of Reserves to estimated budget	20.45%	

**Proposed Strategic Plan Investments
2015-16**

Core Theme	Division	Description	Strategy for Achievement	Total
Learning				<u>2,783,492</u>
	SAS	New radiology lab needs Surgical tables and Phantom (full body) scanner	Purchase and install Surgical Table and scanner	67,900
	SAS	IT lab reconfiguration and improvement to increase	Reconfigure IT Lab to create a collaborative learning environment	46,436
	SAS	Some rooms in Building 19 are being used to provide instruction to address over-enrollment. There is a need to furnish one room with appropriate table and chairs.	Purchase tables and chairs for one classroom in Building 19.	4,000
	SAS	80 Learn2 chairs to replace old furniture in two 40-cap classrooms. Supports collaborative learning environments.	Purchase and Install Learn2 chairs	35,200
	Admin Svs	Create a better learning and working environment for students and staff.	Replace flooring throughout the campus and Gig Harbor Center	150,000
	Admin Svs	Europay MasterCard/Visa (EMV) standards go into effect on October 1, 2015, shifting liability for counterfeit and lost/stolen card fraud to merchants that fail to conform to the new standards.	Purchase new Point of Sale equipment and cash registers to meet new EMV standards that allows processing of new chip cards with PIN and signature capture	38,000
	Admin Svs	The work space in the stockroom used to process our popular and highly successful Textbook Rental program and our On-line Store is inadequate to support the volume of activity. A more efficient and ergonomic work space is need.	Renovation of stockroom receiving work space	2,000
	Admin Svs	The early learning center kitchen and laundry equipment has reached end of life. The items will provide more efficient preparation of food for the children at the ELC. The laundry equipment will help sustainability goals as they are more energy efficient	Purchase commercial kitchen and laundry equipment for ELC.	3,849
	Admin Svs	The Early Learning Center will have a new Early Head Start Program and will expand the Early Childhood Education Assistance Program (ECEAP). This will require the addition of staff (ELC Assistant Manager) as well the appropriate equipment for daily operations and frequent statewide ESD trainings and Professional Learning Community meetings.	Purchase 2 laptops and 1 printer	3,002
	Admin Svs	Camera's in the ELC have reached end of life and need to be replaced with commercial camera. Having camera's at the ELC is required for licensing and accreditation.	Purchase and install commercial cameras in the ELC	25,000

Proposed Strategic Plan Investments

2015-16

	SAS	The carpet has been replaced in half the building and this request will complete the installation of new carpet in the whole building. Costs: CASA-\$10,000; International \$15,000; Student Life-\$8,000.	Replace Carpet	33,000
	SAS	The CASA labs are currently furnished with furniture that was repurposed through surplus. The furniture is starting to show wear and is becoming very dated. This new furniture will not replace what we currently have, but will bring the labs in line with the look and appearance of the other labs on campus.	Purchase and install new tables and chairs for CASA Labs	27,000
	Admin Svs	Multimedia equipment in the classroom across the campus have either reached end of life or need to be upgraded.	Purchase new equipment for Multimedia Classroom and repair multimedia equipment as necessary.	50,000
Equity				
	SAS	Bleachers are in need of repair and also need to be updated to be ADA compliant. Current bleachers should also be enclosed for safety reasons. This upgrade would enhance a facility that in addition to providing safe accessible seating could also help generate revenue.	Purchase and Install Baseball Facility Bleachers	175,000
	Admin Svs	Salary Survey Information is needed to recruit for and retain exempt and professional positions.	Purchase College and University Professional Association fro Human Resources (CUPA-HR) Salary Survey	13,000
Community				
	SAS	The Building 11 addition, Student Life, International Students, CASA, Senate Room, & Web Café, are in need of painting. The areas have experienced many office and staff moves in the last several years that have left the walls dinged, scuffed, and small holes from pictures and other wall hangings.	Paint Building 11 addition, Student Life, International Students, CASA, Senate Room, & Web Café.	35,000
	Admin Svs	The slatwall used to display clothing and backpacks down the main walkway through the store has broken and peeled away from the wall in many spots.	Replace slatwall with one that has metal inserts that hold the weight of the clothing better and will prevent metal display arms from tearing away from the wall.	11,000
	Admin Svs	Several parking areas are in dire need of maintenance. Maintenance is needed to extend the life of existing parking lots and prevent costly asphalt replacement in the future	Conduct a study of all parking lots and develop a plan to address the issue. Parking Lot Crack Fill/Seal Coat conducted based on findings of the study	1,500,000
	Presidents Office	Add audio/speaker capabilities for board Meetings.	Purchase and install mixer and tabletop mics for Board Meetings	10,000

**Proposed Strategic Plan Investments
2015-16**

	Admin Svs	The following safety and emergency response issues need to be addressed: 1. Increase the availability of defibrillators 2. Evacuation routes in all rooms on campus 3. Proper equipment for Building Safety Officer to evacuate a building. 4. Public Safety radios have reached end of life and now are obsolete.	Purchase and install defibrillators in remaining buildings. Post evacuation routes in every room on campus and provide Building Safety Officers with Megaphones. Upgrade Public Safety Staff handheld radios. Purchase two (2) mountain bikes for faster Public Safety response.	58,466
Discovery				
	Collegewide	TCC is leading the way for all Washington community and technical college upgrade to a single, centralized system of online functions to give students, faculty, and staff anytime, anywhere access to a modern, efficient way of doing their college business. A two year gap in funding for ctclink Hosting is needed. After two years the college will receive on-going funds to cover these cost.	Participate in the 2-Year ctclink Hosting	222,292
	Admin Svs	Provide a more efficient and effective way for users to find information in a timely manner, track changes and provide a centralized document database when working with vendors, contractors, architects, DES, etc	Digitize Blueprints and Operations & Maintenance Manuals	165,000
	Admin Svs	Improve efficiencies of Maintenance and Operations staff by supporting full implementation of Megamation work order system. Staff will not longer have to return to the shop to look up specifications on equipment or work order as they will have full access through their mobile devices.	Purchase 20 New Laptop Computers	35,000
	Admin Svs	The loading dock area of the Bookstore stockroom has 3 standard overhead florescent light fixtures. For safety reasons these lights are kept on 24/7. Replacing these lights with LED lights will reduce electrical costs	Update loading dock lighting to LED lamps	6,000
	Admin Svs	Receiving business process are changing due to the implementation of ctclink. Receiving staff will need a laptop on a rolling cart to accommodate processing of receipts and assets in the ctclink system.	Purchase of a Laptop & cart	2,700

Proposed Strategic Plan Investments

2015-16

	Admin Svs	Upgrade the Storage Area Network and network equipment at the data center as well as adding memory capacity to instructional servers located in Building 18. This will allow the IS department to ensure continued support for faculty/staff data needs and higher availability of campus confidential	Purchase additional Data Storage Equipment	43,415
	Admin Svs	the equipment used by IT staff to deploy instructional and administrative desktop computers is failing. Also IT staff need to have iPad units to test and better support faculty and staff that use iPads.	Purchase Switcher components that consist of Keyboard, Video, Mouses and iPads for IT Technical Staff	6,232
	Admin Svs	Efficient enabling of document retrieval from TCC's OnBase document management implementation. Primary customers using this application will be business office, enrollment services, and financial aid. Requires \$3,000 annual maintenance.	Purchase, deploy, and train staff on OnBase Application Enabler	15,000
Total				2,783,492

TACOMA COMMUNITY COLLEGE

NURSING COURSE FEES 2015-2016

October 21, 2015

BACKGROUND

The Board of Trustees regularly approves changes in the course fee schedule. Course fees are fees attached to individual courses to recover costs associated with consumable equipment and supplies used by students.

STATUS

Curriculum in the 2012 Nursing Self-Study was identified as an area needing development. In the summer of 2014 a subcommittee was formed and it was determined the best approach was to move to a concept-based curriculum. New curriculum has been developed and approved by the SBCTC and the Washington Center for Nursing. The curriculum is currently under review by the ACEN (Accreditation Commission for Education in Nursing). The concept-based curriculum is scheduled for winter, 2016.

The course fees have been determined based on the instructional needs for each of the classes listed. Course fees for the 1st and 2nd quarters are being requested at this time. Requests for course fees for five additional quarters will occur in the future.

Nursing course fees were last reviewed in the 2014-2015 year. The requested fees will remain the same for the current courses.

RECOMMENDATION

The President recommends that the Board of Trustees approve the proposed course fees for these courses.

2015-2016 Nursing new curriculum course fee requests for Winter 2016

	Pre-Fix	Course/Level	Title	Credits	Fee	Explanation
Level I	NURS	171	Health & Illness Concept 1A	2	48.75	10\$ printing, 10 lab supplies and 28.75 NLN testing
						Skills lab--ordering kits that provide students supplies to practice and check off skills
	NURS	115	Skills and Assessment Lab I	3	40	
	NURS	181	Professional Concepts I	1	5	Consumables--using a flipped classroom, will have printing costs.
	NURS	172	Health & Illness Concept 1B	2	48.75	10\$ printing, 10 lab supplies and 28.75 NLN testing
	NURS	191	Clinical I	3	25	25 fee to support clinical placement (75\$/year) and 5 \$ printing costs,
	NURS	153	Pharmacology I	1	10	5 \$ printing costs, and 5\$ for lab supplies (demo/Sim)
	NURS	173	Health and Illness Concepts 2A	2	48.75	10\$ printing, 10 lab supplies and 28.75 NLN testing
						Skills lab--ordering kits that provide students supplies to practice and check off skills. Use more consumables than 115 that uses more reusable equipment.
		NURS	116	Skills and Assessment Lab II	3	231
Level II	NURS	154	Pharmacology II	1	10	5 \$ printing costs, and 5\$ for lab supplies (demo/Sim)
	NURS	174	Health and Illness Concepts 2B	2	48.75	10\$ printing, 10 lab supplies and 28.75 NLN testing
	NURS	192	Clinical II	3	25	25 fee to support clinical placement (75\$/year) and 5 \$ printing costs,
						Consumables--using a flipped classroom, will have printing costs.
	NURS	182	Professional Concepts II	1	5	

	Course Fees 2014-2015	Course Fees 2015-2016
Quarter 1	313.00	177.50
Quarter 2	432.00	368.5
		Decrease in fees by \$199.00

Elective that has been piloted, but would like to offer regularly

HT 203 ACLS requesting a 25\$ fee to pay for certification card after a student has completed the course.

Project Request Report (PRR) – Capital Funding Business & Humanities Center

The College has prioritized the next Capital Funding Request for a new Business and Humanities Center (BHC).

The proposed 69,000 sf building will accommodate the growth in Business and Humanities and create spaces for synergistic learning and opportunities for cross disciplinary collaboration. The BHC will include flexible technology laden spaces that model the work environment, classrooms, specialized labs, and faculty offices.

This project will replace (3) of the most poorly scored buildings on campus: Building 10, F1 and F2. These buildings received high scores (indicating poor conditions) on the last Facility Condition Survey. The site for the new BHC will be at the Building 10 location. Sitework will include improved connections to the crosswalk at Mildred Street, accessible pedestrian pathways from the west parking lot to the campus, and infrastructure improvements. The Master Plan is being updated concurrently to fully support this funding request.

PRESIDENT'S MONTHLY MEETING/ACTIVITY REPORT
September 10 – October 21, 2015

COLLEGE / DISTRICT	COMMUNITY	STATE/REGIONAL	NATIONAL
Sept. 10 – Foundation Executive Committee Meeting with Pat Shuman, Bob Draggoo, Sandra Reilley, Christopher Algeo, Tony Lindgren, Bill Ryberg, Asha Bhaga	Sept. 16 – TNT interview with Brynn Grimley	Oct. 1 – Meeting with Marty Brown, Mike Scroggins, SBCTC regarding ctcLink.	Sept. 25 – NASDTEC Board Meeting conference call.
Sept. 10 – College Update	Sept. 16 – City Club luncheon “Mental Health Matters”	October 1-2 – WACTC Meeting at Clover Park	Oct 5-8 – NASDTEC Fall Summit, Florida
Sept. 10 – Meeting with Administrative Services Directors Beth Brooks, Janice Stroh, Debbi Olson, Will Howard, Olga Webstad, Greg Randall, Clay Krauss, Thomas Oliver	Sept. 21 – TNT Phone Interview with Matt Driscoll	Oct. 15 – Breakfast with Christine Johnson, President Spokane Community Colleges	Oct. 13-14 – ACCT Symposium, San Diego
Sept. 11 – Faculty Retreat at Tacoma Art Museum	Sept. 29 – Making a Difference SHARE breakfast		Oct. 14-17 – ACCT Conference, San Diego.
Sept. 11 – TCC Golf Tournament at Allenmore Golf Course	Oct. 1 – Economic Development Board reception for education leaders. Home of Jeff and Sue Lyon.		
Sept. 14-17 - Professional Development Days (PDD)	Oct. 19 – Tour of Port of Tacoma with Mary Jane Oberhofer		
Sept. 14 – PDD Opening Remarks, General Sessions, and Foundation Reception			
Sept. 15 – PDD General Sessions			
Sept. 15 – Luncheon with Student Body Leadership			
Sept. 16 - PDD General Sessions			
Sept. 16 – Meeting with GinLing Girls High School (Taiwan) representatives: Principal Jui-huang Lai, Head of the IT Department Pei-ling Chen, Teacher and Alumni Affairs Coordinator Kuan-shuo Huang. From TCC were Director of International Programs James Newman and faculty member Wendy Larsen and Tod Treat.			
Sept. 17 – 50 th Anniversary Celebration: Open House, 3:00-6:00; 3:00 Library Archives Open House; Ambulance dedication 4:30; Library reception for retirees, alumni, and staff 5:00; Foundation fundraising dinner 5:30-8:30.			
Sept. 18 – 13 th Annual Juried Local Art Exhibition and Reception, TCC Art Gallery			
Sept. 19 – Campus photos with students			
Sept. 21 – First day of school photos with students at Welcome Tent			
Sept. 22 – Foundation Board Retreat at Old Town Music Society			
Sept. 22 – VIE 25 Project MOU signing at American Lake, JBLM			
Sept. 28 – Budget Committee meeting			
Sept. 29 – Health & Wellness Center Groundbreaking			
Sept. 29 – Meeting with Administrative Services Directors Beth Brooks, Janice Stroh, Debbi Olson, Will Howard, Olga Webstad, Greg Randall, Clay Krauss, Thomas Oliver			
Oct. 9 – Meeting with Bob Ryan regarding			

October board agenda			
Oct. 12 - Meeting with Administrative Services Directors Beth Brooks, Janice Stroh, Debbi Olson, Will Howard, Olga Webstad, Greg Randall, Clay Krauss, Thomas Oliver			
Oct. 14 – Dinner with Trustees Ryan, Adams, and Curtis at ACCT conference.			
Oct. 20 – Foundation Scholarship Recognition Luncheon			
Oct. 20 – TCC Art Gallery Juried Exhibition			
Oct. 21 – MAC Task Force on Purpose & Goals with members Ron Asahara, Margaret Robinson, Louis Cooper, Lori Parrish, John Kellermeier, Laura Brewer, Jenna Jones, Julio Quan, Tracy Kahlo, and Thomas Oliver.			

PRESIDENT'S CABINET REPORTS TO THE BOARD OF TRUSTEES

October 2015

Administrative Services Report

Instruction Report

Student Services Report

College Advancement Report



> Own Your Future

REPORT TO THE BOARD OF TRUSTEES
October 2015
ADMINISTRATIVE SERVICES

CTCLink – Administrative Services has been deeply involved in on-going validation and adjustment activities. As we turn to fall we continue validating and learning the capabilities of the PeopleSoft system. Employees continue to work many long hours and should be commended for their perseverance and dedication to the College.

The Finance area has been focusing on learning the new system and triaging challenges due to the inconsistency of the system conversion. The biggest challenge is the lack of a general ledger. The general ledger is the basis for our accounting system and without it we are unable to obtain any financial reports. All the other modules; student financials, accounts receivable, payroll, accounts payable, and cash management push their information into the general ledger. This process has not been completed since we went live August 24th. Each week we are hopeful that this will be the week we are provided a general ledger but to date we do not have it.

In addition financial services is still struggling to ensure the converted financial data is correct, students are being billed accurately, cash in the bank appears in the new system, p-card information is uploaded, receivables are right, we can enter information to pay our vendors, cashiering is operational, we can create grants in the system to pay individuals with funding from those sources, the College's fixed assets converted correctly, and Bookstore activities appear in the new system.

Despite all of these issues financial services remains extremely hopeful this system will significantly advance the financial operations of the College to one of timely and accurate financial information with streamlined functionality and "best practices" business processes.

Human Resources has been heavily engaged in assuring that the new system pays College employees correctly including the 3% cost of living increases approved by the State. This became very laborious as data did not convert smoothly from the old system and the new system was unable to add 3% automatically. In addition, many positions did not convert correctly or at all. Many appointments had to be recreated manually in the new environment or corrected to pay correctly. None of the courses in the course catalog were set up with faculty workload information.

Three weeks into the conversion HR finally started to generate appointments and set up pay lines for each adjunct and other employees with part-time teaching assignments. Unfortunately there is an unidentified problem with appointments which rescinds some overnight. These must then be re-entered from scratch. HR has processed 585 appointments. It is estimated that 423 are unique.

HR staff have been learning to input new employees into the ctcLink system. Formerly this process involved 4 screens; now the process requires 14 screens. In addition, some terminated employees were converted to the new system as active so their records had to be corrected.

Due to a problem with timesheets, over 500 tutor pay codes had to be revised.

The entire IT team was mobilized in support of the ongoing ctLink goLive activities. Application developers are diligently working to reconcile changes to the legacy SBCTC systems with applications and supporting systems at TCC. Priority items for September have included:

- Campus-wide user authentication system
- Data transfer to TCC's Library Information System
- MyClasses application
- International Office Agency Payment
- Scheduled date transfer from SBCTC to TCC

Human Resource Activity – In addition to ctLink activities, HR staff have continued essential functions such as conducting interviews, processing background checks, onboarding (over 100) and recruiting for 20 new staff, 12 full time faculty and approximately 70 adjunct and hourly positions.

Additional Human Resource activity included the following:

- Met with 12 employees regarding the FMLA process
- Assisted family members of a deceased employee with final benefits
- Completed position reviews

Separated employees

- 2 exempt administrative employees resigned
- 2 faculty members resigned
- 1 exempt employee retired
- 1 classified employee received a probationary separation
- 1 exempt employee died

New employees

- 5 classified
- 3 exempt
- 1 faculty full-time
- 30 part time faculty
- 2 employees promoted to new positions within the College

Recruitment

- 13 classified (9 more anticipated)
- 10 exempt (6 more anticipated)

Project Request Report (PRR) – This report is due to the SBCTC January 4, 2016 to compete for major capital project funds. TCC is one of ten CTCs eligible to compete for one of three projects expected to be funded and placed in the CTCs capital funding pipeline. The request aligns with the campus facilities master plan, replacing buildings 10, F1 and F2 with one new 65-70,000 square foot building for the business and liberal arts programs. Data collection to develop this report is underway. The team, comprised of TCC staff, McGranahan Architects and the DES project manager, have been meeting weekly. The team recently met with several faculty division chairs who provided valuable input for the report. The report will be presented to the Board of Trustees for first reading at the November meeting.

Campus Architect – As McGranahan's Campus Architect agreement expired at the end of June, we are in the process of selecting a new Campus Architect for the 2015-2017 biennium. We hope to have a firm selected and on board by the end of October.

Harned Center for Health Careers – We have received a ruling from the US Green Building Council regarding the Center’s LEED rating. We are 3 points shy of achieving a gold rating. Our consultants are actively pursuing avenues to gain additional points. Commissioning systems continues including signage, and door replacement. Miscellaneous construction items have all been completed.

Building 20 - Health & Wellness Center – The bond sale successfully closed September 24th and funds are not available to the College for the project. A groundbreaking event was held on September 29th. The site has been cleared and excavation has been completed for the storm water pond, footings and underground utilities. Installation of in-ground building elements and removal of contaminated materials is currently underway. Graphics are being developed for the building, and Furniture, fixtures and equipment activities will commence soon.

Building 7 ADA Ramp – Construction is well underway. Completion is slated for the end of October. Due to the growth of the project, it was determined that landscaping was necessary to “heal” the hillside. A landscaping package is currently out to bid.

Building 9 Phase II Multimedia – Facilities is currently working with an AV vendor to formalize programming and costs for this project.

Emergency Notification – The Facilities team is conducting additional research to make an informed decision regarding mass notification systems.

Completed Projects

- The Building 6 asbestos abatement and carpet replacement has been completed, and staff have moved back into the building.
- The Gig Harbor campus parking lots have been re-striped and re-stenciled and the main campus lots have been re-stenciled.

Equipment Acquisition – Two new electric vehicles are being purchased. These will allow easy access to our narrow campus roads and also reduce our carbon footprint. Two new mowers have been purchased to replace equipment which was nearing the end of its useful life. Additional custodial equipment is being reviewed to assist in the effective and timely cleaning of our facilities.

Preparing for Winter – Facilities is performing annual chemical treatment checks of its boiler systems to ensure all are ready for winter.

Storm Water Plan Update – Facilities is developing and implementing a plan to minimize storm water pollution.

Professional Development – Facilities has started an effort to certify our employees under Building Operator Certification (BOC). BOC is the leading training and certification program for facilities personnel.

A consultant has been engaged to review our current cleaning practices and processes. Our plan is to emerge with better, more efficient cleaning that can meet or exceed the industry standards for commercial cleaning.

Agency Funded Students – During September, the bookstore processed over 1140 transactions for 768 students funded through such programs as DVR, L&I, VA Chapter 31, Fresh Start, Running Start, Opportunity Grant, BFET, Worker Retraining, Spruce, and Scholarships. The bookstore worked closely with

TCC's workforce office to set up and process student accounts, getting required course materials into the hands of needy students as quickly as possible.

Textbook Rentals – Through the end of September, the Bookstore has rented 1027 new and used textbooks, saving students over \$25,000. For a small additional fee, students can now add insurance to their rental. Insurance covers lost and stolen books as well as damaged books deemed not reusable. This has been a popular option this quarter.

PC Resale Program – A surplus PC sale will be completed by the end of October. At a sale price of \$50, the program will help students and staff to acquire computer access that might otherwise have been unaffordable.

Campus Wireless – Campus wireless upgrades were completed before the first day of classes. IT is gathering feedback from customers to further enhance performance and usability of the campus wireless system.

Public Safety Responses – The Public Safety Department responded to 282 security-related calls in September. The calls ranged from door unlocks to vehicle break-ins.

**Tacoma Community College
Recruitment/Employment Actions
October 2015
Report to the Board of Trustees**

Activity	Employee Name	Gender & Ethnicity	Veteran Status	Position Title	Department	Position Type	Recruitment Status/Date of Hire
Recruitment				Administrative Assistant 3	CASA/MECA	Classified	Anticipated
Recruitment				Administrative Assistant 3	Communication and Transitional Services	Classified	Anticipated
Recruitment				Administrative Assistant 3	Invista	Classified	Anticipated
Recruitment				Administrative Assistant 3	Health, Business, Professional Services	Classified	Anticipated
Recruitment				Assistant Director	International Student Programs	Exempt	Anticipated
Recruitment				Assistant Director	Outreach and Recruitment	Exempt	Anticipated
Recruitment				Assistant Manager	Early Learning Center		
Recruitment				Assistant Registrar	Enrollment Services	Exempt	Anticipated
Recruitment				Communication Studies Professor	Communication and Transitional Studies	Faculty	Screening
Recruitment				Computer Science Professor	Math, Science and Engineering	Faculty	Anticipated
Recruitment				Corrections Professor	WCCW/MCCCW	Faculty	Anticipated
Recruitment				Custodian 1 - 2 positions	Custodial Services	Classified	Anticipated
Recruitment				Customer Service Specialist	Financial Aid	Classified	Screening
Recruitment				Cyber and Networking Professor	Health, Business, Professional Services	Faculty	Anticipated
Recruitment				Database Administrator	Information Systems	Exempt	Anticipated
Recruitment				Director for K12 Partnerships and Student Conduct	Student Services	Exempt	Anticipated
Recruitment				Early Childhood Program Spec 1	Early Learning Center	Classified	Anticipated
Recruitment				Engineering Professor	Math, Science and Engineering	Faculty	Anticipated
Recruitment				Executive Assistant	Administrative Services	Exempt	Anticipated
Recruitment				Fiscal Analyst 3	Financial Services	Classified	Interviewing
Recruitment				Grants Research Manager	Organizational Learning and Effectiveness	Exempt	Selecting
Recruitment				IT Specialist 3	Information Systems	Classified	Anticipated
Recruitment				Maintenance Mechanic 3	Facilities and Grounds	Classified	Anticipated
Recruitment				Manager for Advising	Counseling, Advising, WRT & Career Services	Exempt	Interviewing
Recruitment				Nursing Professor	Nursing	Faculty	Recruiting
Recruitment				Paralegal Professor	Health, Science and Professional Services	Faculty	Anticipated
Recruitment				Payroll and Benefits Manager	Human Resources	Exempt	Recruiting
Recruitment				Program Assistant	Communication and Transitional Studies	Classified	Anticipated
Recruitment				Program Assistant	Fresh Start	Classified	Screening
Recruitment				Program Specialist 2	Enrollment Services	Classified	Selecting
Recruitment				Transitional Studies Pre-College Math Professor	Communication and Transitional Studies	Faculty	Screening
Recruitment				Vice President	Administrative Services	Exempt	Anticipated
New Hire	Anduaga Munoz, Juan	M1		Custodian 1	Custodial Services	Classified	09/14/15
New Hire	Calhoun, Randy	M5		Custodian 1	Custodial Services	Classified	09/14/15
New Hire	Carlsen, Mandelin	F5		Information Technician 3	Information Systems	Classified	09/21/15
New Hire	McRavin, Shawn	F5		Administrative Assistant 3	Human Resources	Classified	08/27/15
New Hire	Meyers, Adam	M5		Workforce Navigator	Workforce Education	Exempt	09/14/15
New Hire	Poe, Rebecca	F1		Program Assistant	Enrollment Services	Classified	09/14/15
New Hire	Smith, Tang	M5		Administrative Operations Coordinator	Health, Business, Professional Services	Exempt	09/15/15
New Hire	Thompson, Stephanie	F5		Health Sciences Coordinator	Health, Business, Professional Services	Exempt	09/14/15
New Hire	Valdes, Alexia	F5		Professor - Corrections	Instruction	Faculty	09/08/15
Staff Changes	Malgren, Kathryn	F5		Early Childhood Program Spec 3	Early Learning Center	Classified	
Staff Changes	Oliver, Thomas	M5		Executive Assistant	President's Office	Exempt	09/14/15
Separation	Berajas, Silvia	F4		VP Administrative Services	Administrative Services	Exempt	09/18/15
Separation	Foster, Leanne	F5		Assistant Director of Human Resources	Human Resources	Exempt	09/21/15
Separation	Gardner, Richard	M5		Custodian 1	Custodial Services	Classified	09/24/15
Separation	Mialla, Wendy	F5		Professor - Nursing	Instruction	Faculty	08/31/15
Separation	Pernell, Aura	F2		Professor - Corrections	Instruction	Faculty	09/16/15
Separation	St Peter, Steven	M5		Database Administrator	Information Systems	Exempt	08/25/15
Separation	Wolf, Meg	F5		Assistant Director of Outreach and Recruitment	Outreach and Recruitment	Exempt	09/24/15
Staff Profile					Ethnicity Key:		
Administrative	32				1-Asian		
FT Classified	146				2-Black/African American		
PT Hourly	292				3-Native American		
FT Faculty	136				4-Hispanic		
PT Faculty	310				5-Caucasian		
Professional	85	Includes FT/PT Temporary					
Total	1001						

Instruction Administrative Report
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Academic and Student Services

MATH, SCIENCE AND ENGINEERING DIVISION – MIKE FLODIN, DEAN

Science

Earth Science instructor **Ralph Hitz** reports Oceanography student **Brittany Slucher** was accepted into the 2015-16 Seattle Colleges MARINE SCIENCE RESEARCH FOR COMMUNITY COLLEGE STEM STUDENTS PROGRAM. FROM THE PROGRAM DESCRIPTION: "This NSF-funded Research Experience for Undergraduates (REU) provides students from 16 regional community colleges the opportunity to conduct authentic, paid, research with a variety of agencies and institutions over the course of a year. The program begins in June with a kick-off research cruise and an opportunity to form teams and select research projects. Students then continue their work online and return to Seattle for regular research cruises, short classes, and meetings with their mentors. Participants prepare posters and present them at the UW Undergraduate Research Symposium in spring."

Mathematics

Math instructor **Christ Willett** received an update from his Running Start student **Elana Nelson**, who spent the summer at MIT (Massachusetts Institute of Technology) for their MITES (Minority Introduction to Engineering and Science) program: "MIT was amazing!! I got to take a Computer Science class and was making Android phone apps every day. It was super fun, and gave me all the info I needed for college, which is like a total lifesaver." Elena spent six weeks on MIT's campus in Cambridge, MA.

Math instructor **Valerie Morgan-Krick** joined 40 community college faculty from the US and Canada for the Canadian Rockies Great Teachers' Seminar in June. The 4-day event allowed faculty to work collaboratively to share best practices and greatest challenges, and to nourish the "great teacher" each participant is striving to be."

Math instructors **Jon Armel**, **Lynn Ellis**, **Kendra Feinstein**, **John Kellermeier** and **Valerie Morgan-Krick** attended the Carnegie Foundation's Summer Pathway National Forum in San Francisco July 17-19. Instructors attended workshops based on the theme of students' mathematical success and access, which included sessions such as productive persistence, bridging Statway courses to other college-level math courses, Statway assessment banks, and collaborative learning. **John Kellermeier** and **Lynn Ellis** led sessions on new faculty mentoring,

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improving curriculum, and teaching Statway in one term. Nationally, 24% of students achieve college level math credit within one year; this rate is 49% for Statway students. TCC Statway students have an ever higher college level math completion rate, at 67%.

Engineering

Congratulations and kudos to engineering and physics instructors **Rebecca Sliger** and **Keith King** who, assisted by faculty secretary **Molly Hagan** worked to insure that TCC hit its target for our special Aerospace engineering allocation for the past year. Dean **Mike Flodin** noted that TCC was at 99.1% of its target. This took effort on the part of faculty (and staff) to insure that we had enough sections to expand enrollment and that we tracked down the coding of lots of students to make sure we got credit for them. Overall the CTC system only hit 93% of the target enrollment for the system, so TCC was well above average.

Engineering instructor **Rebecca Sliger** reports that TCC Alum **Eric Shear** recently graduated from York University with an honors bachelor of science in physics and astronomy, space science stream. Eric has started work as a space mission designer at SpaceVR in San Francisco. It's a startup that aims to put a high resolution camera on the International Space Station to give everyone an astronaut-eye view of the Earth. Eric tells us *I don't think I could have done this without the physics and engineering program at TCC. Thank you.*

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HEALTH, BUSINESS & PROFESSIONAL SERVICES – KRISTA FOX, DEAN

Paralegal:

Tacoma Community College and Paralegal program chair, Jennifer Sorensen, were mentioned in a recent article published by The American Association of Community Colleges (AACC) Community College Daily for our participation in the Limited Licensed Legal Technician (LLLT) program.

<http://ccdaily.com/Pages/Workforce-Development/The-nurse-practitioners-of-the-legal-profession.aspx>

Respiratory:

- Greg Carter, program chair, and a current respiratory student, Peter Wembodinga, spent one week in August volunteering at Camp Promise, an overnight camp for campers who have neuromuscular disease (Primarily Muscular Dystrophy). Peter served as a counselor while Greg served on the Medical Staff assisting campers with respiratory issues.
- 4 students attending clinical rotation at Harborview Medical Center were attending their clinical experience when the accident on the Aurora Bridge took place. They assisted other Respiratory Therapists in the Emergency Department with the victims and received high praise from the medical staff for their assistance. They were impressed with their level of skill, work ethic and professionalism in a time of crisis.
- Camille Lowman, clinical director, and 12 Respiratory Care students volunteered at the American Heart Association's Heart/Stroke walk on 10/3. They assisted with registration, course support and clean-up.

Cybersecurity & Networking:

The program received a National Science Foundation (NSF) Cyber Security Program Capacity Building Grant for \$600,000 from August 1, 2015 to July 31, 2018. We are off to a great start with Fall quarter enrollments exceeding capacity for all core classes.

Instruction Administrative Report
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The program has entered in to a new industry relationship with WatchGuard, an industry leader in firewalls located in Seattle, WA. Benefits include training in their technology for all college professors, 3 year licenses for the technology for teaching purposes, internships and potential employment opportunities for students.

Nursing:

The Nursing Program received formal notice of accreditation through Fall 2020 by the Accreditation Commission for Education in Nursing (ACEN).

Radiology:

In August 2015 the radiography program was formally re-accredited for 8 years.



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ORGANIZATIONAL LEARNING & EFFECTIVENESS – MECCA SALAHUDDIN, DEAN

Engage Community

Institutional Research (IR) participated in the golden gate advisory committee with SBCTC to determine the direction for the reporting strategy for ctclink.

Embrace Discovery

IR is in the process of preparing for the Student Satisfaction survey to be administered in November. The survey will allow the college to capture students satisfaction with key services offered at the college. These data will be used to identify areas where we can continue to provide an environment that will enhance student learning, satisfaction and retention.

TCC welcomed a new cohort of 12 tenure track faculty. The **Professional Development** offered an onboarding called "The New Faculty Experience" September 8-10. Participants found the curriculum relevant and challenging, and reported that the orientation was successful in allowing them to meet and connect with other new faculty and staff. Highlights of the orientation included a short film and dialogue with the President's Cabinet that the new tenured faculty cohort said helped them to understand the TCC mission and how it pertains to them in their new role. Participants also cited the integration of and collaboration with student services colleagues in the case study and round-table sessions and their visits to multiple offices on campus as inspirational for them in knowing their resources for referrals and encouraging their students to use a full range of services.

The OLE Division assisted with the facilitation and implementation of the **Fall Professional Development Week**. The week included sessions to engage all TCC employees in both personal and professional development opportunities. Session topics included: A video and follow-up panel discussions (that included students); instructional assessment, writing across the curriculum, conflict management, open education resources, managing priorities, and playful learning. Many of the sessions offered during the week will expand into our professional development offerings throughout the academic year. Feedback results showed participants were highly engaged and gained knowledge that was both relevant and useful to their work for the majority of the sessions offered.

Victoria Ichungwa from **Institutional Research (IR)** is preparing to present at the national Tableau Conference October 19-23 in Las Vegas.

IR has completed many college data requests and is collaborating with key stakeholders at TCC to evaluate software for next steps in using ctclink and Canvas data to help shine light on student success initiatives.

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ARTS, HUMANITIES, AND SOCIAL SCIENCES DIVISION – YVONNE UNNOLD, DEAN

SPECIAL FACULTY HIGHLIGHTS

John Falskow, Music Chair:

- is conducting Puget Brass concert on 10/18 at TCC.
- has been invited as a finalist for music director position with the Seattle Wind Symphony, and will conduct them in concert next February.
- is helping sponsor a masterclass with Steven Mead - international euphonium artist.
- continues to coach Tacoma Youth Symphony trumpet sections (10/3)
- arranged commission for "TCC Titan Fanfare" by Taylor Whatley. This piece was conducted by John, and performed by local musicians at the foundation dinner on 9/17.

Jeff Lund, adjunct Music:

- was accepted to audition for the Seattle Symphony percussion section

Cindy Renander, adjunct Music:

- performed with Tacoma Symphony (10/3)
- will perform with the Yakima Symphony (10/10)

Sonia Llacer, Professor of Spanish, World Languages:

Sonia gave birth to a lovely baby girl on September 2. Gloria Isabel and mom are happy, healthy and doing well.

STUDENT SERVICES HIGHLIGHTS

October 2015

Submitted by Mary Chikwinya

Advising, Counseling, Career Center and Access Services

TCC has been selected as a pilot college for the Corrections Education Navigator program. We have received \$62,500 from the State Board for Community and Technical Colleges, in partnership with the Department of Corrections, to hire an Education Navigator to be a link between the prisons and TCC's educational programs. By working one-on-one with a small cohort of released individuals, it is hoped that this position will help reduce recidivism rates through direct services and the creation of customized education and career plans. Our work will focus primarily on women being released from the Washington Corrections Center for Women or the Mission Creek Corrections Center for Women. TCC has shown success in using a navigator model with its current Education to Employment Homeless project. It is hoped that lessons learned from this project as well as collaborations with advising, counseling, career center and access services supports will assist with the launch of this new endeavor.

Athletics

The TCC Athletics Golf Tournament was held Friday, September 11, at Allenmore Golf Course. Nearly 100 TCC friends and family participated in the tournament and by all accounts had a great time. The weather was perfect, the course was in great shape and our volunteers and staff created a fun and festive atmosphere. While there were some great golf shots, most of our participants were there to support TCC Athletics and our student athletes. We also had great participation from the community. Essenza once again was a title sponsor providing both money and product. Other sponsors included the Tacoma Stars, the Tacoma Rainiers, Pyramid Breweries, McGranahan Architects, Nehring Law, Aloe Up, Kathryn Held, Mary Chikwinya, Executive Staff and of course the Board of Trustees. You all have one year to work on a foursome and your golf swing for next year. We promise you will have a great time!

Gig Harbor Campus

On September 25 the Gig Harbor campus hosted the second annual Harbor Institute Kick-off Celebration to launch the fall slate of lifelong learning classes. Approximately 60 people attended to meet Harbor Institute instructors and other students interested in classes designed to stimulate thought and discussion for community residents. Many instructors were present and each had the opportunity to speak briefly about their upcoming classes. It was very exciting to hear from these individuals who are inspired to share their experience and passion on topics ranging from ancient history to current events. Trustee Bob Ryan was present to welcome students, instructors, and supportive community members.

Student Engagement

Student Engagement provided a number of services and activities for students during "Welcome Week," the first week of fall quarter. Tents were pitched in three locations on campus, and student leaders, student athletes and Mod of Distinction directed students, provided information and distributed more than 3,000 student planners and fall event calendars. Free school supplies were provided to over 300 students, and a back-to-back resource fair and pizza feed connected students to campus resources and fed over 400 for lunch.

September 29 marked not only one of the last sunny Pacific Northwest fall afternoons, but also the Groundbreaking Celebration for TCC's new Health and Wellness Center. This ceremonial tradition reminded us of the positive impact student voice can have on the success of a campus. Former student body president Jen Nagy addressed a full crowd of students, athletes, faculty, and staff, recounting the history and process students led to establish funding for the new building. Mary Chikwinya, President Ruhland, and Board Chair Bob Ryan also affirmed the great accomplishments gained through students' efforts and involvement. Being of the students, by the students, and for the students, the Health and Wellness Center will offer an inclusive space housing athletics, classrooms, opportunities for community building, and much more. Check online for photos of those in attendance with hard hats and golden shovels!

BOARD OF TRUSTEES REPORT

COLLEGE ADVANCEMENT

Development & TCC Foundation

Marketing & Communications

Alumni Relations

& Grants

October 2015

(Report covering the period of September 2015)





DEVELOPMENT & TCC FOUNDATION

Compiled by: Bill Ryberg, Vice President for College Advancement

- We estimated 500 people who came to TCC for the September 17th “Come Visit Us! 50th anniversary event. Guests were treated to tours of facilities and demonstrations by faculty, and enjoyed 50th anniversary cupcakes served from our 50th anniversary cake. Certainly the noisiest part of the afternoon was the dedication of the new ambulance stationed at the H.C. Joe Harned Center for Health Careers. Mr. Harned was present for the occasion and stated “I hope I’m never in it!”
- The TCC Foundation’s 50th anniversary donor thank you dinner took place later that afternoon in the Opgaard Student Center. More than 150 guests helped the Foundation raise more than \$50,000 for TCC students. Student stories were featured during the dinner, and according to all reviews were a big hit with our supporters.
- The Foundation and President hosted an afternoon reception for TCC faculty and staff in the Babe and Herman Lehrer Japanese Garden during Professional Development Day week. A good turnout was welcomed, and the weather cooperated.
- The TCC Foundation board and staff met in September for their annual retreat. Dr. Ruhland presented her goals to the group, and the day was filled with good enthusiasm and planning for the coming year. We will share our results with the trustees when finalized.
- The Foundation staff is focused on the annual Scholarship Recognition luncheon taking place on October 20, 2015 in the Opgaard Student Center at 11:30 a.m. We expect nearly 250 scholarship donors and students in attendance.

MARKETING & COMMUNICATIONS

- We welcomed Tamyra Howser as the new director of marketing and communications on August 30th. Tamyra comes to TCC from MultiCare, where she was director of internal communications for the past 12 years.
- The marketing team made a strong effort to publicize the 50th anniversary Come Visit Us! celebration which included traditional media, direct mail, and social media.
- Marketing and communications effectively communicated the new Tobacco and Smoke Free policy to the campus community in September.
- Regular updates regarding the ctcLink integration were a daily focus for marketing and communications team in September. The commitment to providing critical updates to both students and staff were achieved through a variety of traditional and social media efforts.

- The groundbreaking ceremony for the new Health and Wellness Center expansion was a coordinated effort of the marketing department and student services. We had a great turnout and celebratory hardhat “turning of the dirt” with gold shovels.
- and students in attendance.

GRANTS (for period: August through September 2015)

Compiled by: Dr. Mecca Salahuddin, Dean of Organizational Learning & Effectiveness

TCC Grant Activity

- **New Grant Awards to TCC:** No New Grants Awarded
- **New Proposals Submitted by TCC:** No New Proposals Submitted
- **New Reports Submitted by TCC:** No New Reports Submitted
- **Updates to Pending Proposals:** No Pending Proposals
- **Current Projects In Process by TCC this period (arranged in order of due dates):**
Reports:
 - No Current Projects In Process

TCC Foundation Grant Activity

- **New Grant Awards to the TCC Foundation:**
 - Grant received from Ruth Murphy Evans Grant in the amount \$16,415
- **New Proposals Submitted by the TCC Foundation:**
 - Proposal to the Florence Kilworth Foundation in support SPRUCE Program.
- **New Reports Submitted by the TCC Foundation:**
 - Report to the Florence Kilworth Foundation for existing SPRUCE grant
 - Report to the Puyallup Tribe of Indians for existing scholarship grant.
- **Current Projects In Process by the TCC Foundation this period**
- **Reports:**
 - Report to the Gottfried & Mary Fuchs Foundation for existing scholarship grant.
 - Report to the GTCF Ruth Murphy Evans Charitable Trust for existing scholarship grant.
 - Report to the Allenmore Medical Foundation for existing scholarship grant.
 - Report to the William Kilworth Foundation for existing SPRUCE grant.