

AGENDA

Board of Trustees
James Curtis-Chair
Liz Dunbar-Vice Chair
Gretchen Adams
Lois Bernstein
Bob Ryan

President
Ivan L. Harrell II, Ph.D.

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.*

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|-------|--|---------------------------|
| I. | CALL TO ORDER | James Curtis |
| II. | GENERAL MATTERS | |
| | A. Changes/Approval of Agenda | James Curtis |
| | B. Approval of Minutes: June 13 Regular Board Meeting | James Curtis |
| | C. Approval of Minutes: June 22 Board Retreat | James Curtis |
| | D. Introductions & New Hires | James Curtis |
| | E. Correspondence | President Harrell |
| | F. Board Report | James Curtis |
| III. | PRESENTATION | |
| | A. Clark Nuber Audit Overview | Mitch Hansen |
| | B. Student Voice: Student Leadership | Sonya Morgan |
| | C. TCC Marketing Campaign | Tamyra Howser/Bill Ryberg |
| | D. Legislative Priority Update | Bill Ryberg |
| IV. | ACTION ITEMS | |
| | A. Approval for removal of Advanced Placement Fees | Mary Chikwinya |
| V. | NON-ACTION ITEMS | |
| | A. | |
| VI. | REPORTS | |
| | A. Associated Students | Kristina Pogosian |
| | B. Faculty | Dave Howard |
| | C. Classified Staff | Jill Merritt |
| | D. Foundation | Tony Lindgren |
| | E. Legislative | Bill Ryberg |
| | F. President | President Harrell |
| VII. | PUBLIC COMMENT/REMARKS | James Curtis |
| VIII. | EXECUTIVE SESSION | James Curtis |
| | 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 | James Curtis |
| X. | ADJOURNMENT | James Curtis |
| | Interpreters for people with hearing impairments and Braille or taped information for people with impairments can be provided. Please contact Kelly Maxfield, Office of the President at 6501 South 19 th St., Tacoma WA 98466; Tel: 253/566-5169 or e-mail kmaxfield@tacomacc.edu. | |

**Tacoma Community College
Board of Trustees Regular Meeting
June 13, 2018 4:00 p.m.
College Board Room #120, Building 12**

MINUTES

Board Members

Bob Ryan
James Curtis
Gretchen Adams
Lois Bernstein
Liz Dunbar

Administration/Faculty/Staff/Guests

Joe Shannon	Allison Muir
Bill Ryberg	Sheri Gietzen
Julie Dunbar	Will Howard
Cliff Frederickson	Sonja Morgan
Carroll Ferguson	Daniel Rounds
Wayne D. Mask	Marcel Augustin
Debbi Olson	Sarah Lewandowski-Noble
Bill Saraceno	Penda Sow
Tod Treat	Sam Suryadi
Mary Chikwinya	Yohanes Handoyo
Kim Ward	Abdul Ownolla
Analea Brauburger	Ayda Ayob
Jill Merritt	James Newman
Dolores Haugen	Katie Van Wyk
Jaleel Brown	Katie Gulliford
Betsy Abts	Tina Hagedorn
Valerie Robinson	Kerry Ramroop
Kelly Sadler	Kelly Maxfield
Dave Howard	Anne Lyman
John Falskow	

I. CALL TO ORDER

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

II. General Matters

A. Changes/Approval of Agenda

MOTION: Upon a motion by Board member **Bernstein** the Board unanimously approved the agenda as submitted.

B. Approval of Minutes:

May 2, 2018 Ellen Pinto Board Meeting

MOTION: Upon a motion by Board member **Dunbar** the Board unanimously approved the minutes for the May 2 Ellen Pinto Board Meeting.

C. Approval of Minutes:

May 9, 2018 Regular Board Meeting

MOTION: Upon a motion by Board member **Adams** the Board unanimously approved the minutes for the May 9 Regular Board Meeting.

D. Introductions

Board member **Ryan** introduced **James Newman**, who introduced Katie Van Wyk, the new Director of Global Outreach and Admissions. Katie has a BA in Math from the University of Wisconsin Lacrosse and her Master's in Education from the University of Arizona. She has travelled to over twenty countries, including spending time as an Au Pair in Santiago, Chile.

E. Correspondence

None

F. Board Report

- Board Member **Dunbar** attended the May 9 Board meeting. She met with Dr. Harrell at Tacoma Community House to discuss partnerships. In Washington DC, she met with Washington Congressional members and Representative Denny Heck gave her a tour of the Capital.

- Board Member **Bernstein** attended the May 9 Board meeting and the TCC Symphony Concert on June 1. She met with Representative Derek Kilmer to discuss health issues on May 31 and attended the Health Collaborative Orientation at Stadium High School on May 22. In the community, Lois attended meetings for Habitat for Humanity, American Leadership Forum Orientation, Breakfast at the Cone, and the Anchor Institute Convening.
- Board Vice-Chair **Curtis** attended the May 9 Board meeting. He and Dr. Harrell attended the Black Collective meeting on May 12 and James attended the ACT Spring Conference in Vancouver on May 10 and 11.
- Board Member **Adams** attended the May 9 Board meeting and the May 15 Student Awards Ceremony. She met with Bob Ryan to prepare for the June Board meeting and Retreat. She had dinner with Dr. Harrell on June 12. Community events included Breakfast at the Cone, COMTO, and the Seattle Chamber of Commerce.
- Chair **Ryan** attended the May 9 Board meeting, Emceed the May 15 Student Awards Ceremony, and attended the June 13 Mission Creek graduation. He met with Dr. Harrell, James Curtis, and Gretchen Adams this month. He participated on a conference call with the SBCTC and ctcLink. He and his wife Meg attended the TCC Barbeque event on June 11. He attended the College Success Foundation event on May 15. Bob was elected to the position of ACT Secretary and met with Jim Page of ACT on June 4.

III. PRESENTATION

Student Voice – International Students: James Newman

James Newman introduced four International students who attended the Student of Color Conference in April. Penda Sow submitted a proposal a few years ago and TCC International students attend each year. They are the only International students at this conference. Abdul and Johanes are from Yemen. Sam and Ida are from Malaysia. Yohanes spoke to the supportive, family atmosphere on campus and the willingness of faculty to form bonds with International students. Ida addressed the difficulty of language barriers and strict rules in the United States. Sam has gained confidence in herself by attending the SOCC and is learning from other attendees. Abdul would like to see a campus-wide “TCC Club” for all students to join. This would help students learn about each other’s cultures and difficulties. All four students are graduating and moving on to four-year universities.

Instructional Innovations Grant Presentation: Allison Muir, Sheri Gietzen, Christopher Willett

Allison Muir and **Sheri Gietzen**, Communication & Transitional Studies Professors, are Faculty Innovation Award recipients for their work on Native American culturally relevant curriculum for our Native American students of TCC. A “first year” experience Learning Community is being developed. Outcomes include an Indigenous themed English 101 course and strengthened relationships with Indigenous educators at UWT, Evergreen, Peninsula College, and Tacoma School District. They have also recruited a 15-person team for the Enduring Legacies Native Cases Summer Institute occurring this summer at Evergreen State College.

Math Professor **Chris Willetts** was awarded an Innovation Grant on Applied Team Projects in Linear Algebra. Chris created, optimized, and refined four team projects that analyzed a particular problem in applied mathematics, leveraging modern computing techniques in order to increase the relevancy of mathematics for students and to engage them in a more meaningful way. The teams were required to solve a problem, understand the implications of the solution, and write coherently about the problem. None of the problems could be solved without extensive use of computer programming. All the projects were based around one of our most popular mathematics course: Math 220 – Linear Algebra.

IV. ACTION ITEMS

A. First Read: Removal of Advanced Placement (AP) Fees: Cielito Lane & Mary Chikwinya

MOTION: Upon a motion by Board member **Bernstein**, the board approved the first read of the Removal of AP Fees.

B. First Read of 2018-2019 Operating Budget: Dr. Harrell, Bill Saraceno

MOTION: Upon a motion by Board Vice-Chair **Curtis**, the board approved the first read of the 2018-2019 Operating Budget.

C. First Read of ASTCC 2018-19 Budget: Sonja Morgan & Daniel Rounds

MOTION: Upon a motion by Board member **Bernstein**, the board approved the first read of the ASTCC 2018-2019 Budget.

D. Approval of Degree Modifications to enhance Pathway to Completion: Tod Treat & Phil Hunter

MOTION: Upon a motion by Board Vice-Chair **Curtis**, the board voted to approve the realignment and degree modification to enhance Pathway to Completion.

E. Trustee Leadership Award of the Association of Community College Trustees (ACCT)

MOTION: Upon a motion by Board member **Bernstein**, the board approved the nomination of James Curtis for the ACCT M. Dale Ensign Trustee Leadership Award.

F. Election of Board Officers for 2018-2019

MOTION: Upon a motion by Board member **Bernstein**, the board voted to name James Curtis Board Chair for 2018-2020 starting July 1, 2018. Upon a motion by Board member **Adams**, the board voted to name Liz Dunbar Board Vice-Chair for 2018-2020 starting July 1, 2018.

V. NON-ACTION ITEMS

A. Pathway to Completion – Associates in Music graduates: Anne Lyman, John Falskow

Two years ago, the Board of Trustees approved the Associates in Music degree at TCC. This year is the first cohort of graduates. Anne and John Falskow introduced the graduates. Jake was unable to attend the Board meeting but is a guitarist and will attend the University of Puget Sound. Emily is a 20-year-old Soprano, Marcel plays Alto Saxophone, Zach is a classical guitar player, and Erin is a Soprano and Voice Education Major. All four will attend Pacific Lutheran University in the fall. The students thanked the faculty for guiding them through the past two years and helping them reach the next level in their college careers.

VI. REPORTS

A. Associated Students Report – Kerry Ramroop, ASTCC President:

This is Kerry's last meeting as ASTCC President. Bob Ryan thanked him for his dedication and hard work for Tacoma Community College. The past month has been very busy with many campus activities including a Hip-Hop performance, Dance Party, an Iftar Dinner, the Student Awards Ceremony, Graduation Fair, the Spring Extravaganza & Carnival, International Graduation Ceremonies, and this week's Food for Finals. Kristina Pogosian is the ASTCC President for 2018-2019.

B. Faculty Report—Dave Howard, Faculty Union Representative:

Dave also thanked Kerry for his work on campus and especially enjoyed working with him on the Presidential Search Committee. Thank you to Phil Hunter for his work on the Curriculum Committee and the realignment of degrees. He is looking forward to Commencement this Saturday and thanked Bob Ryan for serving as Board Chair the past three years. The faculty is pleased that the 2018-2019 Operating Budget included the faculty PAU's.

C. Classified Staff Report - Jill Merritt, Classified Staff Representative:

The Classified Breakaway was held May 31 at CI Shenanigans. Thank you to Dr. Harrell, Mary Chikwinya, Beth Brooks, and Bill Ryberg for attending. The Classified Council held elections for council and committee representatives. Will Howard is the Co-Chair of the Council for 2018-2019. Staff spotlight for June is Nora Price, Customer Service Specialist in

Entry Services & Assessment. Nora attended TCC as a student from 2006 to 2009 and was Student Body President. After college, she began working in the Basic Skills Department then moved into Entry Services. She has four children and six grandchildren. She also volunteers as a tutor in the community.

D. Foundation Report – Tina Hagedorn

The Scholarship Committee for 2018-2019 is meeting soon. Over 700 student applied for scholarships this year. The foundation had a very strong year financially. Pat Shuman and Wade Neil are cycling off the Board this year.

E. Legislative Report – Bill Ryberg

Bill is busy introducing Dr. Harrell to local and state elected officials. At the May WACTC President's Meeting, the group began making initial plans for next year's Legislative Session. Many elected officials are up for reelection.

F. President Report – Ivan Harrell

Dr. Harrell has been extremely busy meeting with various campus and community groups, as well as local and state elected officials. Work has begun on the Health High School Collaborative with Multicare, Franciscan, Tacoma Public Schools and other stakeholders. He had lunch with Dr. Transue and Joe Harned, breakfast with the Pierce County Community College Presidents, and dinner with the TCC Black Faculty. Along with James Curtis, he attended the Black Collective meeting on May 12. He spoke at the HIM Conference on June 2. Ivan attended his first WACTC President's Meeting in Centralia at the end of May. Monday's barbeque and music in the Commons was very enjoyable. He attended the graduation ceremonies at both WCCW and Mission Creek. On June 7-8, he attended the Third Annual of the Second Chance Pell Convening. TCC is one of 67 colleges in the US that provide funding to incarcerated students.

Commencement is Saturday at 10:00 a.m. and 2:00 p.m. The TCC Foundation will provide breakfast and lunch to faculty and staff. Our oldest graduate is 85 and our youngest is 17. We expect over 500 students to walk in this year's ceremonies.

Tina Hagedorn, TCC Foundation Treasurer, has gifted \$50,000 to the Foundation in honor of her late mother.

VII. PUBLIC COMMENT/REMARKS

Former TCC employee and community member Jaleel Brown expressed his concern about the campus electric and gas boiler logs. He also noted concern over the asbestos abatement that occurred over Spring Break. He discussed personnel issues he experienced as an employee pertaining to professional development and evaluations.

Patti Hermoso updated the board on the Classified negotiations for the 2019-2021 contract.

VIII. EXECUTIVE SESSION

At 6:10, Chair **Ryan** announced that the Board would adjourn into Executive Session for approximately 10 minutes to discuss personnel issues.

IX. BOARD ACTION AS A RESULT OF EXECUTIVE SESSION

At 6:20 p.m., the open board meeting reconvened. As a result of executive session, the board took no action.

X. ADJOURNMENT

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

James Curtis, Chair

**Tacoma Community College
Board of Trustees Retreat
June 22, 2018, 8:00 a.m. – 3:30 p.m.
CI Shenanigan's, 3017 Ruston Way, Tacoma WA 98402**

MINUTES

Board Members

Bob Ryan, Chair
James Curtis, Vice-Chair
Lois Bernstein
Gretchen Adams
Liz Dunbar

Administration/Faculty/Staff/Guests

Ivan Harrell	Kelly Maxfield
Bill Ryberg	Tamyra Howser
Mary Chikwinya	Brian Johnson
Tod Treat	Kim Tanaka
	Justin Kjolseth

CALL TO ORDER

Board Chair Ryan called the meeting to order at 8:00 a.m.

Check in with Board of Trustees:

What are some good things to occur during the 2017-2018 academic year?

- Bill and Mary stepping up and working together to move the college forward.
- The board rallied and addressed doubts from the campus.
- James and Lois leading the search committee.
- The engagement of the faculty, staff, and students in the search process.
- The creation of the Max & Margi Harned TCC Titan Food Pantry.
- The work of the Multicultural Advisory Committee made great strides working with campus and community groups.
- Bob has been a very strong chair for the past three years.
- The Board is engaged in the college and local community.
- Finding the right President in Dr. Harrell.
- Hiring Lynnette Crumity as the new Director of the Foundation.
- Two large gifts to the Foundation.

Best Practices: Strategic Board Engagement: Kim Tanaka

Three ACT conferences in 2018-2019; fall at SeaTac, winter in Olympia, and spring in Walla Walla. ACT will schedule visits with Legislators during the January winter Conference.

ACT exists to help trustees be stronger, more effective trustees at the local level, and to aid the trustees in being more influential at the state level. One of the strengths of community and technical colleges is the ability to be responsive to the unique characteristics of the community. A board should reflect that community by mirroring the business and industry of the district, the ethnic diversity of the community, and the geographic regions of the service area. The ideal skill set of a trustee is:

1. Know the community needs and trends
2. Able to commit the time and effort
3. Proactive, visionary, and future-orientated

4. Willing to advocate for the college and its students
5. Demonstrated ability to be a team player
6. Committed to the college and service the public good
7. Ethical, respected leader.

As a trustee, you have a unique relationship with the president, staff, faculty, students, State Board, community, and the media. You are a representative of the college but not a spokesperson unless you are the board chair or designated chair. The Chair’s job is to lead and must present a cohesive relationship with the president.

Healthy Boards are marked by:	Unhealthy Boards are marked by:
Distributed influence	Dominant inner circle
Collective wisdom	Individual convictions
Open-minded listeners	Close-minder listeners
Constructive dissent	Back-channel agitation
Transparency	Opacity
Confidentiality	Seepage
Diligence	Disengagement
Respect and trust	Disregard and distrust
Clear expectations	Ambiguous expectations
Mutual accountability	Collective impunity

Board members are community representatives who hire the president to lead the college. The system works best when trustees focus their efforts on community interests by establishing policies in collaboration with the president and staff. A major contribution board members make to their colleges is by using their contacts and influence to shape public policy in favor of education.

Strategic Planning: Ivan Harrell

The current 2014 – 2018 Strategic Plan was extended by the Board until 2019 and had four areas of focus including create learning, achieve equity, engage community, and embrace discovery. The development of a new plan gives the college the opportunity to concentrate of where it wants to be for the next five to fifteen years. It will cover 2019 to 2024 and identify strategic areas of focus while aligning with the college’s budget planning process. An outside entity will lead the development of the new plan. An RFP was recently issued and will address not only the college-wide plan but also an enrollment management plan. The goal is to complete the plan by the end of the next academic year. An additional consideration will be whether to continue with the Achieving the Dream/Aspen Institute Comprehensive Assessment.

Pathways: Tod Treat

In 2018, TCC submitted a successful competitive bid to join the SBCTC's second Guided Pathway cohort for 5 years at \$100k from College Spark and matching allocation from the SBCTC to stimulate successful implementation. Guided Pathways aims to improve completion rates and eliminate the equity gap through five pillars and a team of faculty and staff.

1. Mapping Pathways to End Goals
2. Helping Students Choose and Enter a Pathway
3. Keeping Students on the Path
4. Ensuring that Students are Learning
5. Metrics and Tools (TCC added pillar)

The Guiding Team has worked on Pathways the past year of more positioning the college closer to year two progress. Recently, the Board approved the realignment and degree modifications to enhance Pathway to Completion.

At 11:40 a.m., Board Chair **Ryan** adjourned the meeting for a break before the serving of lunch. The meeting reconvened at 11:50 a.m. for a working lunch session.

Website Preview with Tamyra Howser and Brian Johnson:

Tamyra and Brian shared the test site with Board Members and meeting attendees. All were able to navigate, ask questions, and provide comments. The site is very accessible and is mobile friendly. They expect to process the feedback from the campus community and go live in mid-July.

Enrollment Management:

The WACTC Strategic Enrollment Taskforce Work plan was shared at the May 31 Presidents Meeting in Centralia and will be adopted at the July Summer Retreat. The plan focuses on increasing the number of K-12 students engaging in dual credit programs, adult reengagement, onboarding/entry, and retention/persistence.

The TCC Leadership Team is in the early stages of addressing enrollment management on campus. The initial focus is making a quick impact to our enrollment numbers. What can we do right now to bump up our numbers for fall? A marketing campaign is underway that includes radio ads, billboards, bus signage, social media, and email contact. We need to attend community events such as the Hilltop Lot Party and the Freedom Fair. We have a table at Pride Day and the upcoming Ethnic Fest.

Foundation Update – Bill Ryberg:

The financial position of the Foundation is strong with investments performing strongly in 2017-18. The accomplishments of the Foundation this year include a strong relationship with the TCC Community, leading the establishment of the Max & Margi Harned Titan Food Pantry, raising a record \$75,000 in one hour at the annual Reach Higher Luncheon, establishing an endowment fund to support Student Emergency Funds, and brought several new board members onboard.

Lynette Crumity, the new Director, began in April and comes with excellent experience and skills in fundraising. Two part-time positions were consolidated to reflect workflow adjustments as well. Foundation staff are preparing for the TCC Strategic Planning process and TCC Foundation alignment with the campaign.

Second Read of the 2018-2019 Operating Budget:

MOTION: Upon a motion by Board member Dunbar, the board voted unanimously to approve the 2018-2018 Operating Budget.

Motion to amend the June 22, 2018 Board Retreat agenda to add the Second Read of the ASTCC 2018-2019 Budget. The board voted unanimously to add the item to the agenda.

Second Read of the ASCTT 2018-2019 Budget:

MOTION: Upon a motion by Board member Dunbar, the board voted unanimously to approve of the ASTCC 2018-2019 Budget.

Set 2017/2018 Board Meeting Calendar – Board

Month	Day	Time	Comments
September 12, 2018	Wednesday	4:00	Board meeting
October 10, 2018	Wednesday	4:00	Board meeting
November 14, 2018	Wednesday	4:00	Board meeting
December 12, 2018	Wednesday	4:00	Board meeting
January 9, 2019	Wednesday	4:00	Board meeting
January 18, 2019	Friday	8:00-2:00	Winter Board retreat
February 20, 2019	Wednesday	4:00	Board meeting
March 13, 2019	Wednesday	1:00	Tenure Board meeting
March 13, 2019	Wednesday	4:00	Board meeting
April 10, 2019	Wednesday	4:00	Board meeting – Gig Harbor Campus
May 15, 2019	Wednesday	2:00	Ellen Pinto Board meeting
May 15, 2019	Wednesday	4:00	Board meeting
June 12, 2019	Wednesday	4:00	Board meeting
June 28, 2019	Friday	8:00-4:00	Summer Board retreat
July	Wednesday	4:00	Board meeting (if needed)
August	Wednesday	4:00	Board meeting (if needed)
September 11, 2019	Wednesday	4:00	Board meeting
October 9, 2019	Wednesday	4:00	Board meeting
November 13, 2019	Wednesday	4:00	Board meeting
December 11, 2019	Wednesday	4:00	Board meeting

Board Self-Evaluation – Board

The board discussed the combined evaluation for 2017-2018. Some issues to address in the coming year is better attendance at TCC Council meetings such as the Multicultural Advisory Council. They also want to place difficult issues and tough conversations on the board agendas

in the coming year. Items listed include enrollment management, achievement gaps, student completion rates, and the lack of faculty diversity. Members also want to report to meeting attendees when they return from a state or national conference.

Assessment of Board goals for 2018-2019

The Trustees reviewed last year’s goals and discussed the need to add more specific and measurable goals with data.

Develop Board goals for 2018-2019

Board members will review last year’s written goals over the summer and revisit this in September with ideas.

2018-2019 Board Committee assignments:

- ACT Legislative Action Committee – Lois Bernstein (Primary), Bob Ryan (Alternate)
- TCC Legislative Council – Liz Dunbar, Lois Bernstein
- TCC Foundation Board – Gretchen Adams
- Pierce County Coordinating Council – Bob Ryan, Liz Dunbar
- ACCT Voting Delegate – Lois Bernstein
- TCC Art Committee – Gretchen Adams, Liz Dunbar
- Multicultural Advisory Committee – Liz Dunbar, James Curtis

Board attendance at meetings and conference:

After discussion, it was agreed that attendance at conferences is tentatively scheduled as shown below.

Meeting	Date	Day	Location	Board Member(s)
ACCT Annual Congress	October 24-27, 2018	Wed – Sun	New York City	Lois, James, Gretchen, Ivan
Legislative Action Committee Retreat	November 8, 2018	Thursday	Doubletree Sea-Tac Airport	Lois, Bob
ACT Fall Conference	November 9, 2018	Friday	Doubletree Sea-Tac Airport	Lois, Bob, James, Ivan
New Trustee Orientation	January 21, 2019	Monday	Red Lion Olympia	N/A

ACT Winter Conference	January 21-22, 2019	Mon-Tues	Red Lion Olympia	Bob, Liz, James, Gretchen, Ivan
Transforming Lives Dinner	January 21, 2019	Monday	Red Lion Olympia	Bob, Liz, James, Gretchen, Ivan
ACCT National Legislative Summit	February 10-13, 2019	Sun-Wed	Washington DC	Lois, Ivan (Present food pantry?)
ACT Spring Conference	May 23-24, 2019	Thurs-Fri	Marcus Whitman Hotel, Walla Walla	Bob, James

Board Reports:

2017-2018 report following these minutes. Discussion about reporting on meetings and conferences they attend as representatives for Tacoma Community College.

ADJOURNMENT

There being no further business, Board **Chair Ryan** adjourned the meeting at 3:32 p.m.

James Curtis, Chair

TACOMA COMMUNITY COLLEGE
REMOVAL OF ADVANCED PLACEMENT (AP) FEES

September 12, 2018

BACKGROUND

Advanced Placement is one of the multiple measures used for placement for students, such as SAT Test scores and High School Articulation Agreements. For more than 20 years, TCC has charged a \$10.50 per course fee for posting Advanced Placement (AP) Test Credits on a student's TCC transcript. AP Test scores of three and above are eligible for TCC course credit. AP test score evaluation is an established equivalency. We do not charge a fee for other multiple measure placements. We also do not charge a fee for posting transfer credit from other Colleges.

Significant Enrollment Services and Financial Services staff time goes into the collection of this nominal fee for posting Advance Placement (AP) credit.

The chart below indicates the number of AP credits submitted and revenue generated during the period of July 2017 and May 2018.

Official Advanced Placement (AP) Test Score Submittals

Date range	Students – not all submittals eligible for credit	Fees Generated for students eligible for credit
7/1/16 to 6/30/17	132	\$1338.90
7/1/17 to 5/31/18	84	\$1438.50

STATUS

We continue to charge this fee.

RECOMMENDATION

It is recommended that TCC remove the \$10.50 per course fee for posting Advanced Placement (AP) Test Credits on a student's transcript.

Elimination of this fee will result in reduced staff time to evaluate, post, and collect fee for AP credit and potentially encourage students to use these credits to support their goal completion. This will also be consistent with our practice of accepting transfer credit and other multiple measures.