

**Tacoma Community College
Board of Trustees Regular Meeting
December 11, 2013, 4:00 p.m.
Tacoma Community College
Building 12 ~ College Room**

MINUTES

Board Members

Chad Wright, Chair
Liz Dunbar, Vice Chair
Don Dennis
Bob Ryan
Gretchen Adams

Administration/Faculty/Staff/Guests

Pamela Transue	Tod Treat
Mary Chikwinya	Anne Shaw, AAG
Silvia Barajas	Jen Nagy
Dave Howard	Meg Estep Woolf
Bill Ryberg	Kathryn Held
Beth Brooks	Clint Steele
Janine Mott	Kelley Sadler
Shawn Jennison	Shema Hanebutte
Charlie Crawford	Rachel Payne
Steve Ashpole	Krista Fox
Dolores Haugen	Victoria Ichungwa
Mary Ann Brummond	Dan Small
Val Robertson	Rep. Larry Seaquist
Emily Drake	Rosalind Medina
Rich Stolz	Jeffery Ray
Arlen Harris	Nico Lopez
Cathie Bitz	Sean VanDommelen
	Judy Colarusso

I. CALL TO ORDER

Chair **Wright** called the meeting to order at 4:05 p.m.

II. General Matters

A. Introductions –

Meg Estep Woolf introduced **Jeffery Ray**, nominee for the Trustees' Association of Community & Technical Colleges Transforming Lives Award. Each year the Trustees Association of Community and Technical Colleges recognizes current or former students whose lives have been transformed by attending a Washington state community or technical college. The nominee may be either a current or former student who has completed or made significant progress toward completing a degree or certificate that has helped him or her be successful in their future endeavors. The nominated student includes a written story about overcoming barriers to achieve higher education goals and how the education and support received at his or her community or technical college was life transforming. This year the TCC Trustees approved and submitted a nomination for former TCC student Jeffery Ray. Jeffery shared his background by reading the essay he submitted for this nomination.

Mary Chikwinya, Vice President of Student Services, explained that of the more than 30 nominations submitted by the Washington State colleges, the Association committee selected five people who had the most compelling stories about the transitional effects of college. She announced that Jeffery was selected as one of the five winners. He will receive a cash award of \$500 and will be invited to attend, at the Association's expense, the Legislative Conference dinner on January 19 in Olympia where he will join President Transue and TCC Trustees. There he will be honored along with all the other students who were nominated. He will also be a featured speaker at the dinner.

B. Changes/Approval of Agenda

MOTION: Upon a motion by Board member **Dennis**, the board unanimously approved the Agenda with minor revisions.

C. Approval of Minutes for the November 6 Regular Meeting.

MOTION: Upon a motion by Board member **Ryan**, the board unanimously approved the minutes of the November 6 Regular Meeting.

C. Correspondence

We received copies of letters from the Evergreen State College that went to five of our faculty members announcing that they are the recipients of The Evergreen State College 2013 Teacher Excellence

Award. The faculty members are Pat Von Knorring, Keith King, Mary Fox, Mary Jane Oberhofer, and Andrew Cho.

D. Board Report

- Trustee Dunbar chaired the Multicultural Advisory Council (MAC) meeting.
- Trustee Dennis attended a Kiwanis meeting in Gig Harbor along with Janine Mott. He and Shawn Jennison went on a tour of the Washington Women's Correctional Center with Senator O'Ban. He also attended the Legislative Task Force meeting, the TACTC Legislative Committee all-day meeting at Highline, MAC and the Pierce County Coordinating Council (PCCC) meeting.
- Trustee Ryan attended the Key Peninsula environmental scan meeting, MAC and PCCC.
- Chair Wright attended the Foundation Finance Committee and Foundation Board of Directors meetings.

The Board reviewed the draft agenda for the Board retreat scheduled for January 31, 8:00-1:00 in the board room. The Trustees approved the draft agenda.

President Transue introduced newly appointed Trustee **Gretchen Adams**. Trustee Adams is the co-founder and President of Systems Consulting, LLC, a project management and quality assurance consulting business. She served as adjunct faculty at a local community college and attended Eastern Kentucky University. She is very involved in the community with organizations such as Tacoma Rotary 8 where she is on the Strategic Planning and Youth Exchange Committees. She belongs to Women in Transportation, the Conference of Minority Transportation Officials, and the American Leadership Forum. Trustee Adams will also have an exchange student living with her. Trustee Adams stated that it is an honor and a privilege to be selected to be on the Board and she is looking forward to the challenges ahead.

III. PRESENTATIONS

Washington Lottery: Report on Proceeds to Community Colleges

Arlen Harris, Director of Communications for the Washington Lottery, gave a power point presentation on how the proceeds from the Washington Lottery are dispersed. The Lottery mission is three-fold:

1. Games
2. Revenue to state of Washington
3. Financially contributing to education

The lottery is 100% self supporting. The largest amount of money goes to help pay for education (it has given over \$1 billion over 31 years). He stated that it has provided \$1.4 million in tuition assistance to TCC students. Last year lottery sales were the highest in its history, totaling \$565.2 million. Since 1982 it has awarded \$6.3 billion in prizes. Three years ago they began the Washington Opportunity Pathways account for students in higher education (65%) and early childhood learning (35%). Since the account's inception, they have put in \$349 million, \$115 million of which was in 2013.

Arlen explained how they achieve sales (TV, partnerships with Sounders and Seahawks, radio, Facebook, state fairs, etc.).

He then asked that TCC consider mentioning the lottery funding of financial aid when communicating with parents and students so that they understand the Washington Lottery supports education funding. He would like to work with our Financial Aid office to assist in getting this message out.

Student Voice

Steve Ashpole, Director of Enrollment Services, introduced student athletes **Emily Drake** (volleyball) and **Nico Lopez** (soccer). They briefly told their stories on how they came to TCC, the benefits of being students here, and their plans for the future.

IV. ACTION ITEMS

A. Approve: Exceptional Faculty Awards 2013

In 2012, 13 faculty members were nominated for the Exceptional Faculty Awards. However, due to state budget restrictions, TCC was not able to grant awards that year. Instead, the Faculty Professional Development Committee retained the nominations so that they could make awards when the ban was lifted. The restrictions were removed in 2013 and in Fall quarter the committee began the process of finalizing the recommendations from 2012.

Prior to the Board meeting, four names were submitted to the Board for the Exceptional Faculty Awards. Although the names were not publicly announced at this meeting because there will be a surprise announcement at the December 12 Holiday Luncheon, the President recommended that each of the following faculty members receive the Exceptional Faculty Award and a cash award of \$2,500 each.

Keith King, Physics
Darlene Rompogren, English for Academic Purposes
Candyce Rennegarbe, Universal Design for Learning Coordinator, Transitional Studies
James Mendoza, Counselor

MOTION: Upon a motion by Board member **Dunbar**, the Board unanimously approved the Exceptional Faculty Award recipients and the award amounts.

V. NON-ACTION ITEMS

A. External Trends

- **Three Looming Issues in Washington Higher Education**

Rep. Larry Seaquist remarked that something that is *not* an issue in higher education is quality. The faculty in the community and technical college system are extraordinary and committed. He stated that they are underpaid and yet keep soldiering on. The colleges are well managed and governed with high quality administrators and Trustees.

The three issues he addressed:

1. The imperative of rapidly growing enrollment. We need all citizens to have postsecondary education of some type in ten years (2023). He suggested we take the first five years and ask ourselves where we need to be in 2018. In broad terms, we need 50% more students graduating in five years than we have now. How fast can we grow? The economy and society are in desperate need of the rapid education of citizens.
2. Money. We need to drive down the cost of going to college and increase student aid. How much would it cost us to get from here to there in five years and how would we ask the voters for that much money? The Legislature is looking at a statewide network of advocates for education.
3. Efficiency. The Legislators can see that teachers already work very hard, but we need more students faster. Some statewide dramatic proposals that will be set forth are things like trimester systems, ramp up data management, and tailoring what is delivered to the student. We need to keep asking ourselves if our students are learning enough.

Rep. Seaquist stated that he is trying to run an efficiencies bill every year so we can get rid of barriers for the education system. He wants to make certain we don't self censor in our funding requests and that we submit to the legislature the actual list of funds we need and for what those funds will be used.

Trustee Wright stated that we want to make sure we are teaching the right subjects for employment. What can we be doing to ensure that? Rep. Seaquist responded that the burden is on the Boards and schools to tailor programs to the needs of the community. President Transue remarked that high demand fields are expensive and that capacity is a problem. We have a long waiting list for the health programs but don't have enough funds. Rep. Seaquist said we have to engage the local community in a non-advertising capacity. We are real and local – real to the businesses. We need to be candid to say we need the big businesses to go all the way with their support. They need high skills, but we need them to help us develop public awareness.

- **Immigration**

Vice President **Silvia Barajas** introduced **Rich Stolz** from OneAmerica (OA). OA is an immigrant advocacy organization and its mission is to advance the fundamental principles of democracy and justice through building power in immigrant communities in collaboration with key allies. Rich gave a general perspective of OA and its role with community colleges.

Rich stated that in Washington State they are seeing a significant demographic change. Are state community colleges ready and prepared to make the adjustments necessary to ensure they are prepared to serve and connect communities together in order to create a ladder to opportunity? Are they looking at demographics? By 2025, a high percentage of all students will be English language learners. They are already seeing that in early learning classes and it won't be long before this young population enters college. Parents need an opportunity to find employment, get better jobs and serve as role models for their children.

In regard to community colleges, they can play a significant role in creating pathways for success for these students by providing courses such as English as a Second Language. Community colleges can also serve as community centers by providing naturalization and citizenship classes. When immigration reform is passed, there will be more than 30,000 students we will need to support with language classes, enrollment programs, legal services, etc.

- **K-12 Enrollment Projections – Tacoma School District**

Vice President **Mary Chikwinya** introduced **Rosalind Medina**, Interim CFO of the Tacoma School District (TSD) who provided a power point presentation on what TSD is anticipating in regard to trends in enrollment. She stated that TSD enrollment is still in declining but they are seeing it slowly increase.

- Tacoma enrollment has been relatively stable over the past year.
- Tacoma kindergarten enrollment is lower than expected in 2013-14, possibly due to migration or expanded full day kindergarten.
- Tacoma high school and middle school enrollment came in close to projections.
- Grades K-5 projected enrollment shows a continual increase from 2007 through 2021.
- Grades 6 through 8 show a “roller coaster,” going up and down since 2007 and then dropping by 2021.
- Grades 9 through 12 have had significant enrollment declines (not including Open Doors and Running Start). It will continue to drop over the next five years before the TSD sees growth again. TSD has developed innovative programs and academic acceleration plans to help students get through.
- Grades K-12 will bottom out in two years and then there will be a steep increase.
- District enrollment has shown that we are close to increasing enrollment for the last several years.
- Pierce County enrollment increased from last year to this year and is expected to grow in coming years.
- Other areas of Pierce County are projected to grow faster than Tacoma.
- Pierce County enrollment represents about 10% of the State's student population.

B. Pathway to Completion: Entry (Assessment)

Steve Ashpole, Director of Enrollment Services, and **Kathryn Held**, Coordinator of Assessment and Access Services, provided a report on assessment.

Five years ago assessment was called the “testing center.” However, that has changed because they've learned that assessment of a student isn't just about taking a test. We now use several ways to assess a student in order to ensure that where we place (start) a student is where they actually need to be (not in classes that are too hard or too easy).

In Spring 2012, we developed an assessment review task force to look at three different areas and to provide recommendations to the Executive Staff. These recommendations have been implemented and we are now evaluating the impact of the changes.

The three areas reviewed:

- Physical environment. A new desk was placed in the area outside the assessment center that reduces distractions for students taking tests, provides opportunities for students to meet with advisors and counselors to discuss test results and discuss their educational pathway.
- Methods.
 - Accuplacer
 - Writeplacer
 - Evaluation of high school course work
 - SAT scores
 - AP scores/College in the High School
 - Weighted measures.
- Processes.
 - Accuplacer workshops (the best way to help non-traditional students). These are two-hour workshops for Math and English focused on improving test scores through testing strategies and reviewing test materials.
 - Testing in the community. The Assessment and Outreach Departments have taken the Accuplacer tests to the high schools and community partners.

- Communication of new methods. Assessment and Outreach have worked hard to communicate new placement methods with high school students and counselors.

Moving forward:

- Continued development of Accuplacer Workshops.
- Improve data collection processes to evaluate effectiveness.
- Comply with new laws regarding placement reciprocity.

C. Environmental Scan

Executive Vice President **Tod Treat** presented the Trustees with a handout that provided updated information and results on the environmental scan that has been taking place over the past few months. Community meetings have taken place predominantly in the Gig Harbor area, but we will begin to hold meetings in Pierce County in January and have the scan complete in February after which we will begin implementation of what is learned from the scan.

VI. REPORTS

A. Administrative Report

President Transue mentioned the following:

1. President Transue announced that we have hired our Dean of Organizational Learning and Effectiveness. Mecca Salahuddin will begin January 6. She has been Director of Institutional Planning, Research, and Effectiveness at Alamo Colleges -St. Philip's College since 2007.
2. President Transue met with Rep. Fey on December 4 and has a meeting scheduled with Senator Dammeier on Dec. 13.
3. We received a letter from the United Way of Pierce County awarding the TCC Foundation a three-year grant in support of the Madison Family Literacy Program. The grant is approximately \$26,900 for each of three years. They received 141 grant applications totaling \$4.7 million per year and they only have available \$1.2 million, so we feel very fortunate to have received this grant. Unfortunately, they were unable to continue grant funding for our Early Learning Center.
4. The State Board has created its 2014 Legislative Agenda. The four basic goals are to:
 - Promote student success by improving access and workforce opportunities,
 - Support faculty and staff salary increments,
 - Support capital priorities, and
 - Support policy priorities.
5. At the November 26 Administrative Services Director's meeting, Olga Webstad mentioned her concern about the children in the ELC not having food to eat during the winter break. For many of the children, the only healthy and hot meal they get is at the ELC. The Administrative Services Directors immediately volunteered to conduct a food/mittens/glove/scarf/hat drive challenge with the divisions within Administrative Services. The challenge was to see who could collect the most items by 10:00am on December 6. A total of 2,928 items were collected.
6. Alan Waugh, our former Director of Professional Development, sent a copy of an ad from the *Seattle Times* announcing the 2013 Pulse Awards which were awarded to five local companies for having the most effective marketing campaigns of 2013, and TCC was one of the five selected for this prestigious award. The other four were Microsoft, Seattle Children's Hospital, Waste Management, and Bing.
7. President Transue provided the Trustees copies of the International Division newsletter with articles, important dates, and information pertinent to our students.
8. ACCT has published a book explaining Financial Aid.
9. An article was printed in *The News Tribune* on the new partnership between TCC and St. Martin's College. On December 9 TCC and St. Martin's University entered into a partnership that will offer upper division courses required for completion of Bachelor of Arts in Elementary and Special Education. Students attending Tacoma Community College will spend their first two years as TCC students and their final two years as Saint Martin's students, taking Saint Martin's courses on the Tacoma Community College campus. St. Martin's President Dr. Roy Heynderickx, Provost Dr. Molly Smith, and Dean Dr. Joyce Westgard participated in the MOU signing along with President Transue and Executive Vice President Tod Treat.

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

- Dave welcomed Trustee Adams.
- Grades have been submitted and the quarter is wrapping up.
- He mentioned that a challenge for faculty is that teachers are not held in as high esteem as they once were. More appreciation can be shown to professional teachers through respect and salary increases.
- He cited his appreciation for the Faculty Excellence Awards.
- He appreciates the reduction in the Holiday Luncheon price, making it more affordable for people.
- Dave found interesting the report from the Washington State Lottery.
- He acknowledged Jackie Gorman for the superb job she did as co-chair of the Instructional Council. Valerie Morgan-Krick is the new co-chair.
- Faculty election results have come back and Ken Pimpleton was elected secretary. Dave was retained as President for the next two years.

D. Classified Staff Report—No report.

E. Associated Students Report – Jen Nagy, Student Body President:

- Jen provided an overview of what the Student Senate has done. They now have 31 Senators and 19 sanctioned clubs.
- Students helped with a food drive that provided 30 full meals for families.
- On November 20, students voted yes on the student wellness project. Jen will be giving a presentation on the project at the Board retreat in January.
- There will be a legislative rally on Feb. 7 with 30 or so Student Senators attending. Jen provided a White Paper on the legislative and system priorities the Washington State colleges will focus on this year.
- The TCC Student Government has been invited to attend the National Collegiate Leadership Conference in Arizona. They were selected to attend based on a proposal they submitted.

F. TCC Foundation Report – Bill Ryberg, Director of the Foundation, reported:

- The Foundation is looking forward to hosting the Fundraising Luncheon on Feb. 6. The flyer that was mailed out included a picture on the cover of the student who received the Vicci Martinez scholarship. Last year we raised \$60,000 in one hour.
- The Foundation is also looking forward to the Holiday Luncheon and presenting staff Excellence Awards.
- The Tacoma Wine Classic is May 18 and information on that will be coming out soon.

VII. PUBLIC COMMENTS/REMARKS

None.

VIII. EXECUTIVE SESSION

At 6:30 p.m. Chair Wright announced that the Board would adjourn into Executive Session for approximately 10 minutes for consultation with legal counsel regarding performance of a public employee and professional negotiations. Action was expected to be taken as a result of the Executive Session.

At 6:25 p.m. the Board reconvened to open public meeting.

IX. BOARD ACTION AS A RESULT OF EXECUTIVE SESSION

As a result of Executive Session, the following action was taken:

MOTION: Upon a motion by Board member **Dennis**, the Board unanimously approved the recommendation of President Pamela Transue and that of the faculty tenure review committee to extend the review period of **Jonathan Eastabrooks** by one contract year with his tenure process coming up for reconsideration again in March 2015.

XI. ADJOURNMENT

There being no further business, the meeting was adjourned at 6:26 p.m.

Chad Wright, Chair