

**Tacoma Community College
Board of Trustees Regular Meeting
June 8, 2016, 4:00 p.m.
College Board Room #120, Building 12**

MINUTES

Board Members

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

Administration/Faculty/Staff/Guests

Sheila Ruhland	Beth Brooks
Tim Gould	Tamyra Howser
Mary Fox	Yvonne Unnold
Mary Chikwinya	Rick Brady, AAG
Eric Corp	Jenna Jones
Bill Ryberg	Dave Howard
Gina Hatcher	Sylvia Summers
Jared Isaacson	Mecca Salahuddin
Kari Twogood	Rachel Payne
Mike Goncharuk	Valerie Robertson
Tod Treat	James Newman
Sonja Morgan	Judy Colarusso
Mike Flodin	Will Howard
Kim Matison	Victoria Ichungwa
Asha Bhaga	Kelly Sadler
Bob Draggoo	Allen Braden
Kim Ward	Rob Larson
Jackie Gorman	Richard Wakefield
Allison Muir	Kim Harrington
Kelly Farr	Thomas Oliver
Dolores Haugen	Patti Hermoso
Andrew Cho	Dan Houser
Monica Monk	Ken Fox
Matthew Mburu	Sherry Cmiel
Fikko Soenanta	Rebekah Dalby
Rachelle McGill	Susan Donaldson
Jon Maes	John Kellermeier
Olga Webstad	Annalee Rothenberg
Betsy Abts	Sabine Endicott
Meredith LaFlesh	Jill Merritt
Karen Erickson	Mary Chen-Johnson
John Falskow	Linda Ford
Pattie Green	Blaine Hunt
Greg Randall	Emilie McCauley
	Val Morgan-Krick

I. CALL TO ORDER

Chair **Ryan** called the meeting to order at 4:02 p.m.

II. General Matters

A. Changes/Approval of Agenda

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

B. Approval of Minutes:

May 5 Special Board Meeting

MOTION: Upon a motion by Board member **Dennis** the Board unanimously approved the minutes of the May 5 Special Board Meeting.

May 19 Special Board Meeting

MOTION: Upon a motion by Board member **Dennis** the Board unanimously approved the minutes of the May 19 Special Board Meeting.

May 11 Regular Meeting

MOTION: Upon a motion by Board member **Dunbar** the Board unanimously approved the minutes of the May 11 Regular Meeting.

C. Introductions

Dr. Ruhland introduced **Mary Chikwinya, Vice President for Student Services**. Mary introduced **Dolores Haugen**, Director of Student Conduct, Compliance and Partnerships. Dolores, who had previously worked at the college in a similar role, returned to Tacoma Community College on June 1.

Mary introduced **Betsy Abts, Dean of Entry and Enrollment Management**. Betsy introduced **Karen Erickson, Program Specialist** in the Enrollment Services Office. Karen comes to TCC with PeopleSoft experience and put that experience to work right away creating reports and sharing her knowledge of PeopleSoft.

Mary introduced **James Newman, Director of International Programs**. James introduced **Jon Maes, Assistant Director of International Recruitment & Admissions**. John is also a returning employee to the college after completing his Global Master's Program.

D. Correspondence

None

E. Board Report

- Board Member **Dunbar** attended the May 11 board meeting and the May 19 special board meeting. She also attended the June 1 MAC meeting.
- Board Member **Curtis** attended both of the board meetings in May, the Community Garden Celebration on June 1 and participated in the ASTCC Legislative Showcase on May 18.
- Board Member **Adams** attended the May 11 board meeting and the May 19 special board meeting and the reception at Chair Ryan's home.
- Board Member **Dennis** attended the May 11 board meeting and the May 19 special board meeting, the MAC meeting and House Higher Education Meeting both held on June 1. He assisted in the ASTCC Legislative Showcase having invited Larry Seaquist to participate in the political forum, and attended the reception at Chair Ryan's home.
- Chair **Ryan** attended both of the May board meetings, served as the MC for the TCC Student Awards Ceremony on May 17 and attended the House Higher Education Meeting on June 1. He and his wife hosted a reception at their home on June 4.

III. PRESENTATION

Student Voice – James Newman, Director of International Programs, introduced international student Fikko Julian Soenanta. Fikko is from Indonesia and started at Tacoma Community College in Fall of 2015. Fikko is studying Computer Science and his goal is to transfer to a four-year university, perhaps UC Berkeley or UW-Seattle.

Fikko shared some of his experiences stating he was able to adapt to the college rather quickly and believes his choice to attend TCC was a good decision. He has become involved in the mentoring program and is looking forward to serving as a tutor next year.

IV. ACTION ITEMS

A. APPROVE: – Adoption of Policy – Service Animals on Campus

MOTION: Upon motion by Board member **Adams** the Board unanimously approved the Adoption of Policy – Service Animals on Campus

B. APPROVE: – Adoption of Policy – Running Start Program Fee Waiver

MOTION: Upon motion by Board member **Curtis** the Board unanimously approved the Adoption of Policy – Running Start Program Fee Waiver.

C. APPROVE: -2016-2017 ASTCC Budget

MOTION: Upon motion by Board member **Dennis** the Board unanimously approved the 2016-2017 ASTCC Budget.

D. 1st Read – Request to Approve New Degree: Associate in Music

Vice President for Academic & Student Affairs, Dr. Tod Treat, presented information about the proposed Associate in Music degree. It meets the expressed needs of community college students seeking access to a bachelor's degree in Music. It is intended as a progression degree that will provide a pathway for Associate to Bachelor's in Fine Arts. It has been adopted by the State of Washington as part of the Direct Transfer Agreement – Major Related Program (DTA-MRP). The Articulation and Transfer Council approved the DTA-MRP in Music and TCC has positioned its curriculum to be among the first colleges in Washington to offer it to students.

MOTION: Upon motion by Board member **Curtis** the Board unanimously approved the 1st read of the request to approve new degree: Associate in Music.

E. 1st Read – Request Change in Degree title – Associate in Arts & Sciences to Associate in Arts

Vice President for Academic & Student Affairs, Dr. Tod Treat, presented information about the request for change in degree title. The general transfer degree has been Associate in Arts & Sciences since the 1960's. The Associate in Science came into existence in 1990's. Several institutions modified their general transfer degree to Associate in Arts. Nationwide the designation "AAS" is associated with professional-technical degrees namely Associates in Applied Science. Simplifying TCC's degree designations to conform to national practice will reduce confusion.

MOTION: Upon motion by Board member **Adams** the Board unanimously approved the 1st Read – request change in degree title – Associate in Arts & Sciences to Associate in Arts.

F. 1st Read – Revisions to Policy IV.ADSV-500 – Acceptable Use

Tim Gould, Vice President for Administrative Services, provided information on the revisions to Policy IV. ADSV-500 – Acceptable Use. The policy governs the acceptable use of College Information Systems and Services. Proposed revisions reflect recent changes in technology and the use of technology. They are aligned with updates to related rules, regulations and agreements.

MOTION: Upon motion by Board member **Dennis** the Board unanimously approved the 1st Read – revisions to Policy IV. ADSV-500 – Acceptable Use.

G. 1st Read Adoption of Policy – Weapons Free Campus

Will Howard, Security Supervisor, Campus Public Safety provided information about the proposed policy. In reviewing the Emergency Operations Plan for TCC it was determined the college would benefit from adopting a policy not allowing weapons of any kind on campus and to govern types of weapons not allowed and who can bring weapons on campus as part of their professional duties as licensed by appropriate agency. There currently exists a policy that addresses students with weapons on campus and adopting this policy will address employees, faculty and visitors.

Board member Curtis suggested some alternative wording to strengthen the policy "under your control" which will be incorporated for the final reading of the policy.

MOTION: Upon motion by Board member **Adams** the Board unanimously approved the 1st Read Adoption of Policy – Weapons Free Campus.

H. APPROVE: 2016-2017 Operating Budget Continuing Authority

Vice President for Administrative Services, Tim Gould provided information related to the request for continuing authority to proceed with normal operations of the college. The ctclink implementation process has delayed the ability for a complete General Ledger in order to develop the 2016-17 budget. Additionally the state allocation will not be approved by the SBCTC until after the June 23, 2016 meeting. In order to be able to provide continuity of services, the request to grant the President operating budget continuing authority is necessary.

MOTION: Upon motion by Board member **Curtis** the Board unanimously approved 2016-2017 Operating Budget Continuing Authority.

I. Election of Board Officers for 2016-2017

Board Chair, Ryan discussed the manner for electing board chair and vice-chair for the 2016-2017 year. Nominations for both offices were made and seconded.

MOTION: Upon motion by Board member **Dennis** the Board unanimously elected Bob Ryan as board chair for the 2016-2017 year.

MOTION: Upon motion by Board member **Dennis** the Board unanimously elected Gretchen Adams as vice-chair for the 2016-2017 year.

V. NON-ACTION ITEMS

A. Pathway to Completion: Professional Development at Tacoma Community College Mecca Salahuddin, Dean for Organizational and Learning Effectiveness, provided a presentation on the Professional Development Framework at TCC. Highlights of the presentation:

- The framework is to provide collaborative and discovery-driven learning.
- Objectives:
 - ✓ Create and offer a variety of options: teaching & learning, management, leadership & organizational culture and continuous improvement.
 - ✓ Engage learners in the process by addressing their needs.
 - ✓ Provide collaborative learning activities.
 - ✓ Integrate and connect to optimize learning success.
 - ✓ Succeed only when improved and expanded learning can be documented.
- Types of Activities:
 - ✓ Series – presentations
 - ✓ Hybrid- varied learning
 - ✓ Face-to-Face – mentoring
- Participation Trends:
 - Number of sessions offered – 63
 - Number of Hours offered - 98
 - Number of Participants:
 - ✓ FT faculty – 70
 - ✓ Adjunct faculty – 39
 - ✓ Exempt – 34
 - ✓ Classified – 34
 - ✓ Other 7
- 87% overall rating of content satisfaction
- Areas of focus for 2016-17
 - ✓ Leadership Development Program
 - ✓ Mentoring
 - ✓ Reading Apprenticeship
 - ✓ Student Learning Communities
 - ✓ Intercultural Competency
 - ✓ Guided Pathways
 - ✓ Data-Inspired Discussions

B. Achieving the Dream (ATD) Coaches Visit

Dr. Tod Treat, Vice President for Academic & Student Affairs, provided information on the recent visit of the ATD coaches. Dr. Treat indicated the Achieving the Dream model that

has been in existence from the beginning is being modified. Dr. Treat believes a change in the framework is good for the program.

Highlights from the report:

- The report from the coaches stated that TCC continues to make headway in its efforts to increase overall student success. With drastic turnover in the senior administrative team the college has not lost momentum in striving to close the achievement gaps and the college's success rates for students, depicted through momentum points and data from IR show that the innovative culture of the college is paying off.
- The Developmental Education program is "on fire". It focuses on a learning community approach. It continues its momentum with course sequencing and moving students to the next level.
- The arrival of Civitas Learning software should provide TCC with analytics that will help the college to allocate its services and maximize efficient use of resources.
- Statway continues to be successful and the college is looking to ramp up the program.
- The Men of Distinction program continues to have success but it needs to consider how it can have broader impact on similar populations outside of the program.
- TCC has implemented a number of reforms that have strengthened student success at the college. The emphasis now is to build on these initiatives with a strong focus on equity.

C. All Gender Restrooms

Vice President for Administrative Services, Tim Gould provided the following information on all Gender restrooms:

- Total restrooms on campus:
 - ✓ Male - 46
 - ✓ Female - 46
 - ✓ Gender Neutral - 11
- Gender Neutral restroom locations:
 - ✓ Bldg. #3 - 2
 - ✓ Bldg. #13 - 7
 - ✓ Bldg. #14 - 1
 - ✓ Bldg. #20 - 1 (new)
- The All - Gender Restrooms - Signage Proposal was reviewed and approved at Equity & Diversity Council.

Board members Curtis and Adams provided comments on the proposed signage.

VI. REPORTS

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

- Introduced new ASTCC officers:
 - ✓ Jared "Red" Issacson, ASTCC President
 - ✓ Benjamin "Ben" Feldbush, Vice President of Legislation & Records (not present)
 - ✓ Emilie McCauley, Vice President of Finance
- The Legislative Showcase sponsored by the ASTCC was well attended and Jenna thanked Board member Curtis for his participation.
- Jenna acknowledged the Foundation for sponsoring "Free Food for Finals".
- Jenna expressed her appreciation to the board for the experience of serving as the ASTCC president for the past year.

B. TCC Foundation Report – Bill Ryberg, Vice President for Advancement:

- The Foundation has been developing their 2016-2017 plan and budget to be reviewed at their June board meeting.
- The new slate of officers will be announced at June meeting.

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

- Acknowledged ASTCC president Jenna Jones for her work this past year.
- Acknowledged Chair Ryan and Vice Chair Adams on their re-election for the 2016-17 year.
- Reported that he had recently met with other state faculty union presidents and feels very lucky to be at Tacoma Community College.
- Acknowledged the continuing issues with the implementation of ctcLink and the problems it has caused throughout the campus.
- Acknowledged the work that the board does for the college and the time they devote to the school.
- Dave offered the services of the faculty to assist the board in reviewing the PACE survey and the data contained in the most recent report.
- Reported that he is looking forward to Commencement, a time of celebration for students, faculty and staff.

D. Classified Staff Report - Eric Corp, Classified Staff Representative:

- The results of the Classified Staff elections will be announced at the Breakaway on Friday, June 10 at Point Defiance.
- 70 out of 130 Classified Staff employees are signed up to attend the Breakaway.
- The Classified Staff Guiding Principles will be reviewed at the Breakaway.
- Eric reported the Classified Staff is looking forward to increased professional development opportunities offered by Dean Mecca Salahuddin and the TCC Organizational Learning & Effectiveness (OLE) Department.

E. Legislative Report – Bill Ryberg, Vice President College Advancement:

- The House Education Committee met at TCC on June 1. Six legislators were in attendance and had an opportunity to visit with students. Board chair Ryan and board member Dennis were in attendance.

F. President's Report - President Ruhland:

- Collateral items provided by President Ruhland
 - Program from Student Awards Ceremony – May 17
 - Program from TCC Athletic Banquet – May 14
 - South Sound Partnership Ad to appear in News Tribune
 - Copy of the 2016 Trillium
- The President directed the board to page 37 of the board packet to the New Hire Report.
- The President directed the board to two items on the events calendar – July 13 Board Meeting and August 10 Board Meeting.
- The Audit Exit Interview is scheduled for June 20. Two board members, Chair Ryan and board member Don Dennis indicated they plan to attend.
- Highlights from the President's Monthly Meeting/Activity Report:
 - May 18 –attended the ASTCC Legislative Showcase.
 - May 16 and 17 –participated in meetings at WCCW in Purdy and MCCCW in Belfair.
 - May 19 – attended Pierce County Higher Education Breakfast at Pierce College.
 - May 26 – interviewed on TV Tacoma.
 - June 1 – attended Community Garden Celebration.
 - June 2 – attended WACTC President's meeting at Columbia Basin College and discussed costs incurred due to ctcLink at the Executive Committee meeting.
 - May 21-24 – attended Advance CTE Spring meeting in Washington DC.
 - June 3-8 – just returned from Beijing having attended People to People Conference. Participated in presentation: Introduction U.S. Education Systems and Priorities.

VII. PUBLIC COMMENT/REMARKS

Ken Fox, TCC faculty – Ken shared concern over the recent PACE survey report and urged the board to review the report and data. Ken stated that the morale at TCC is at an all-time low and that people are afraid to speak up about concerns.

Jill Merritt, TCC Classified Staff employee and member of the WFSE Union – Jill read a statement regarding the upcoming WFSE collective bargaining negotiations for the Classified staff employees. She intends to apprise the board on the progress of negotiations and requested their support for fair wages and working conditions.

Val Morgan-Krick TCC faculty – As a tenured faculty member Val wanted to speak for those who don't feel they have a voice on this campus. She encouraged the board to carefully review the PACE survey and analyze the data in the report in order to understand the campus climate.

VIII. EXECUTIVE SESSION

None

IX. ADJOURNMENT

There being no further business, the meeting was adjourned at 6:10 p.m.



Robert Ryan, Chair