

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

MINUTES

Board Members

James Curtis
Liz Dunbar
Gretchen Adams
Lois Bernstein
Bob Ryan

Administration/Faculty/Staff/Guests

Mary Chikwinya	Mike Goncharuk
Bill Ryberg	Jill Merritt
Kelly Maxfield	Sarah Lewandowski-Noble
Cliff Frederickson	Will Howard
Christopher Soran	Dolores Haugen
Paige Fichter	Dave Howard
Nermalyn Edwards	Debbi Olsen
Sherrie Graham	John Falskow
Julie Dunbar	Valerie Robertson
Tamyra Howser	Julie Benson
Brian Johnson	Char Gore
Mark Linder	Kristine Pogolian
Sultana Shabazz	Toni Lindgren
Mitch Hansen	Rick Brady

I. CALL TO ORDER

Chair **Curtis** 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 **Ryan**, the Board unanimously approved the agenda as submitted.

B. Approval of Minutes:

June 13, 2018 Regular Board Meeting

MOTION: Upon a motion by Board member **Dunbar**, the Board unanimously approved the minutes for the June 13 regular Board Meeting.

C. Approval of Minutes:

June 22, 2018 Board Retreat

MOTION: Upon a motion by Board member **Bernstein**, the Board unanimously approved the minutes for the June 22 Board Retreat.

D. Introductions

Chair **Curtis** introduced Interim Vice President for Administrative Services, Bill Saraceno, who introduced Stephen Smith, the Interim Executive Director of Human Resources. Kelli Johnstone, Director of Workforce Education, introduced Ben McLean, the new director of the Max & Margi Harned TCC Titan Food Bank. Valerie Robertson, Dean for Student Development, introduced Austin Keever, new Financial Literacy Coach in Student Services.

E. Correspondence

President Harrell shared Agnes C. Lee's donated original artwork entitled "Dancing with Poem", which is a Western media-acrylic on canvas with Chinese characters interpreting Confucius' "The Perfect World". Dr. Lee believes that through cultural understanding and exchange, the world will be a better place. This creation brings such a belief forward for all to share.

Dr. Joe Shannon is the MESA Community College Administrator of the year and will be honored at the MESA reception in Seattle on September 22, 2018.

TCC's Department of Veteran Affairs received a clean audit from the Washington State Achievement Council.

Dr. Harrell spoke about Classified Staff emails and petitions shared with him regarding the Civil Service Bargaining Process currently taking place.

F. Board Report

- Co-Chair **Dunbar** attended the regular June Board Meeting, Commencement, and the June Board Retreat. She was present at the August reception for Dr. Harrell held on campus. In the community, she attended the PCCC and the Sound Outreach meeting.
- Board Member **Bernstein** attended Commencement, the June regular Board Meeting, the June Board Retreat, and both the Community and Foundation receptions for Dr. Harrell here on campus.
- Board Member **Ryan** attended the regular June Board Meeting, Commencement, WCCW Commencement, and the June Board Retreat. He attended the Strategic Plan presentations and the Clark Nuber audit exit interview. Bob met with Derek Kilmer to discuss various issues about Tacoma Community College and he was present at the President's reception and the Foundation reception here on campus.
- Board Member **Adams** attended TCC Commencement, the regular June Board Meeting, and the Board Retreat in June. She attended all three Foundation receptions for Dr. Harrell and the Governor Jay Inslee reception in Olympia. In the community, she attended the NAACP reception/dinner, the United Way luncheon, Rotary in August, and Dr. Harrell's Rotary presentation in early September.
- Chair **Curtis** attended the regular June Board Meeting, Commencement, and the June Board Retreat. He was present at the exit interview for the Clark Nuber financial audit, the Men of Distinction Rite of Passage, and the Global Discovery 10th Anniversary dinner with the University of Kitakyushu. He also attended the NAACP dinner with Dr. Harrell and the Senator Maria Cantwell Fundraiser.

III. PRESENTATIONS

Clark Nuber: Mitch Hansen presented the results of the June 30, 2017 financial statement audit, yellow book report, and preparation of all documents required. The purpose is to issue an opinion and give assurance to users of the financial statements (lenders, funders, Board of Trustees, etc.) that the information reported in the financial statements is materially correct. Clark Nuber issued an unmodified opinion, which indicates that financial statements are materially correct and they did not find a reason to modify their opinion.

Student Voice – Student Leadership: Sonja Morgan introduced the 2018-19 Student Leadership Team for the Office of Student Engagement. They host dozens of artists and speakers per year, events on and off campus, run Student Government, student clubs and organizations, and the TCC online student news site, The Challenge. ASTCC President Kristina Pogosian shared their busy summer schedule of training, their retreat, and attendance at the CUSP Conference with other community college student leaders in Washington State.

TCC Marketing Campaign: Director of Marketing, Tamyra Howser and Marketing Specialist, Brian Johnson presented the new TCC Marketing campaign to kick off the 2018-19 academic year. The campaign is a multi-pronged approach to increase enrollment using social media, billboards, print media, and signs on transit, mail, and radio

Legislative Priority Update: Bill Ryberg, Vice President for College Advancement shared the Washington State Community & Technical Colleges 2019 Legislative Preview and 2019-2021 Capital Budget Requests. The WACTC Legislative Preview will focus on four priorities: competitive compensation, more pathways into & through college for all Washingtonians, high-demand training locally and statewide, and updated facilities to meet student and workforce needs. The Capital

Budget will request \$623 million to invest in our facilities to ensure the best training ground for new and emerging industries.

IV. ACTION ITEMS

A. Removal of Advanced Placement (AP) Fees: Mary Chikwinya

MOTION: Upon a motion by Board Co-Chair Dunbar, the board approved the removal of AP fees.

V. NON-ACTION ITEMS

A. N/A

VI. REPORTS

A. Associated Students Report – Kristina Pogolian, ASTCC President:

- The first Senate meeting occurs on October 3, 2018.
- OSE has eight events planned for fall quarter, many focusing on civic engagement, voter registration, and political activity.
- Student Government will attend the November Legislative Academy in Olympia.

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

- Thank you Bob Ryan for your board leadership and welcome to James Curtis as the new Board Chair.
- Dave and Krista Fox met today. Krista is the new Interim Provost & Vice President for Academic Affairs.
- Dave addressed the issue of a pay increase for faculty and staff so we stop losing people to K-12 and other colleges.

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

- Classified staff attended the STAC Conference and Rogue Daugharty was elected the president for STAC.
- Professional Development week will include RAD training and Lockdown Drill training.
- On Wednesday, September 19, there will be a kickball game at 4 pm for faculty vs. staff. Come to the TCC soccer field to play or cheer on the teams.
- Staff spotlight is Mark Linder, Payroll Coordinator in Human Resources. Mark obtained his AA degree at Fort Steilacoom CC. He has worked many years in HR, Payroll, Benefits, Auditing, and is a subject matter expert in ctcLink. In 2006, he returned to school at South Seattle CC to obtain a degree as a Pastry Chef and Baker. He then returned to the Accounting world here at TCC. He has been married 22 years and has a son who is a senior in high school and a daughter who is an elementary education major at Western Washington University.

D. Foundation Report – Tony Lindgren:

- TCCF Board Retreat is this month.
- Goals for 2018-19 include increasing scholarships, supporting the food pantry, addressing housing insecurity, and assisting with the strategic plan.
- On Monday, September 17, the Foundation will host a reception for Professional Development Day in the Japanese Garden.

Legislative Report – Bill Ryberg, Vice President for College Advancement:

- Bill is forming the calendar for the 2018-19 Legislative Council and will be distributing the dates next week.

E. President's Report – Dr. Harrell was busy over the summer meeting faculty, staff, and community members. Below is a list of highlights of his activities on campus and in the community.

- President Harrell introduced Interim Provost and Vice President of Academic Affairs, Krista Fox.
- Dr. Harrell shared his accomplishments in his first 100 days and his vision for TCC moving forward at the September 17th Professional Development Kick Off in Building 20.
- September 12 Kick-Off for students in the Commons and Building 11.
- Starting the Strategic Plan Initiative with our vendor Campus Works.
- Interviews for the Vice President for Administrative Services happening October 1-4.
- Decision coming soon on the Executive Director of Human Resources.
- Rewriting the job description for the Vice President for Equity & Inclusion.
- Hired Angelique Odom as Executive Assistant to the President.
- Reinstating the Enrollment Management Committee under the direction of Mary Chikwinya. Weekly meetings are occurring to address declining enrollments.
- Named a board member for the Rainbow Center of Tacoma.
- Attended the Gala on the Foss Waterway, the NAACP Banquet, and the Isaiah Thomas Basketball Tournament held in Building 20.
- Presenting to Tacoma Rotary 8 on September 6.
- Visited St. Martin's College with Max Harned.
- Attended the Health Collaborative Partners Meeting at Stadium High School to develop the Healthcare HS within a high school.
- Met with multiple legislative representatives.
- TCC Foundation welcome receptions for community, donors, and TCC campus staff.
- Attended the Global Discovery 10th Anniversary Dinner for the University of Kitakyushu.
- Traveled to AACC, Guided Pathways Retreat, WACTC Presidents' Meeting, and Metropolitan Community College President's Inauguration.

VII. PUBLIC COMMENT/REMARKS

Patti Hermoso, Classified Union Representative, updated the Board on the 2019-2021 contract negotiations. Negotiations were extended until at least September 14. Classified staff are paid between 25-40% lower than other market classified staff.

Sultana Shabazz, Director for Corrections Education, thanked the TCC Foundation for aiding a corrections student who was recently released. The financial support will allow the student to complete her degree at TCC this fall. She also asked that the new marketing campaign address recently released correction students and their families to become a beacon of education to first generation college attendees.

VIII. EXECUTIVE SESSION

At 5:57 p.m., Chair **Curtis** announced that the Board would adjourn into Executive Session for approximately 15 minutes to discuss personnel.

IX. BOARD ACTION AS A RESULT OF EXECUTIVE SESSION

At 6:14 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 was adjourned at 6:15 p.m.



James Curtis, Chair