

**Tacoma Community College
Board of Trustees Regular Meeting
March 21, 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

Katie Gulliford	Tamyra Howser
Mike Goncharuk	Rachel Payne
Kelly Maxfield	Greg Randall
Jill Merritt	Kerry Ramroop
Cliff Frederickson	Katy Ray
Analea Brauburger	Marshall Bennett
Kim Matison	Shema Hanebutte
Victoria Ichungwa	Debbi Olson
Kelley Sadler	Rosemarie Burke
Matt Smith	James Newman
Dolores Haugen	Jason Prenovost
Tanya Losey	Stephon Shaw
Valerie Robertson	Mary Chikwinya
Dave Howard	Tod Treat
Rick Brady	Jamie Johnson

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 **Dunbar**, the Board unanimously approved the agenda as submitted.

B. Approval of Minutes:

February 21, 2018 Board Meeting

MOTION: Upon a motion by Board member **Adams**, the Board unanimously approved the minutes of the February 21, 2018 Board Meeting.

C. Introductions

Chair **Ryan** introduced Co-President **Mary Chikwinya**, who introduced **Bill Saraceno**, Interim Vice President for Administrative Services. Bill has over 32 years of higher education experience. He retired from Columbia Basin College and was comfortably spending time with his grandchildren and his favorite past time golfing. He recently helped at both Wenatchee Valley College and Renton Technical College while they searched for a new Vice President of Administration. In the meantime, he will help us through CtcLink and improve on our budgeting model.

Chair **Ryan** introduced **Beth Brooks**, Vice President of Human Resources & Legal Affairs, who introduced **Sadia Ikram**, Human Resources Office Assistant. Sadia worked for Hulu in Santa Monica, California as a Customer Service Representative. She has over 12 years working experience as an Administrative Specialist in Corporate and Government sectors prior to coming to TCC.

Chair **Ryan** introduced **Shema Hanebutte**, Dean for Counseling, Advising, Access, Career Services, & Running Start, who introduced **Katy Ray**, Program Specialist in the Counseling Department. Katy has a BS in Counseling from Boise State University. She worked at KinderCare for five years and as a counselor for Green Hill School in Centralia. **Shema** also introduced **Marshall Bennett**, Director of Advising Services for TCC. Marshall has worked for over 12 years in the college setting in Counseling, Advising, Workforce, and Equity &

Inclusion. He is a 2010 graduate of the University of Texas with a MS in Social Work. Marshall and his family have recently relocated from Austin, Texas.

Chair **Ryan** introduced **Dolores Haugen**, Acting Dean of Students, who introduced **Tanya Losey**, Assistant Director of the Early Learning Center. Tanya has numerous years' experience working with pre-K age students. She has a BS from Central Washington University. She worked at Green River Community College in the Head Start Program. Tanya will be tasked with professional development for our ELC teachers and staff.

D. Correspondence

Co-President **Mary Chikwinya** read a letter from the State Board of Community and Technical Colleges regarding the preliminary prioritized list of major capital projects for the 2019-21 biennium. TCC's Center for Innovative Learning and Engagement finished seventh on the list. Projects scoring 70 points and above will be advanced to the 2019-21 budget request from SBCTC.

E. Board Report

Board Member **Bernstein** attended the February 21 regular Board meeting, the March 16 special Board meeting via phone, and participated in the preliminary Presidential Search Committee Interviews. She attended the TCC Symphonic Concert on March 9. In community events, Lois attended the Tacoma Anchor Strategy meeting and the Economic Development Board Annual Meeting on March 8. She also attended the UW Tacoma Regents Reception.

Board Co-Chair **Curtis** attended the February 21 regular Board meeting, the March 16 special Board meeting, and participated in the Presidential Search Committee Interviews over three days. He was on campus for all three Presidential Candidate Forums the week of March 12-16 and attended the Foundation receptions as well.

Board Member **Dunbar** attended the February 21 regular Board meeting via phone, the March 16 special Board meeting, and participated in the Presidential Search Committee Interviews over three days. Liz was present at the TCC Legislative Council meeting on March 6. In community events, she attended the PLU Migration Symposium March 8-9, Metro Parks Because Parks Matter luncheon, Habitat for Humanity Changing Lives luncheon, and the SOTA/SAMI Fundraiser for Tacoma Public Schools.

Board Member **Adams** attended the February 21 regular Board meeting, the March 16 special Board meeting, and participated in the Presidential Search Committee Interviews over three days. On February 27, Gretchen attended the TCC Foundation Board Meeting. In community events, she attended the United Way lunch on March 7 and the March 12 COMTO meeting.

Board Chair **Ryan** attended the February 21 regular Board meeting, the March 16 special Board meeting, and participated in the Presidential Search Committee Interviews over three days. He attended the March 15 Pierce County Coordinating Council meeting at Pierce College Puyallup.

III. PRESENTATION

TCC All Washington Academic Team: Jamie Johnson was introduced by Co-President **Mary Chikwinya**. After graduating from high school in 2008, Jamie decided to take a year off to work and figure out what she wanted to do next. Eight years later, she made the decision to enroll at TCC because she wanted to become a Physical Therapist. On her HD 101 strengths test, she scored a 17 in the Investigative section. She decided to change to the Engineering program and joined the student Engineering Club. Jamie spent many hours at TCC as an 8-year-old child with her father who was a student. He taught her about science and she has always been interested but did not think she could succeed in the classes. Her challenges include being a parent, working, and spending nearly 50 hours per week in classes or doing homework. Her goal is to transfer to

Saint Martin's College in Lacey to finish her 4-year degree. She would then like to work for Boeing and eventually Space X in California. Her dream is to work on the Mission to Mars someday.

Fellow TCC All-Academic Team Member **Georges Camille Motchoffo Simo** was unable to attend the Board Meeting.

Student Voice – Stephon Shaw was introduced by **Jason Prenovost**, Director of TCC Athletics. Stephon graduated from Foss High School in 2015 and came to TCC as a student athlete playing basketball. Many times, he felt like giving up but has been encouraged by his fellow athletes and coaches. Last year he helped the Titan basketball team reach the NWAACC finals. Stephon will graduate with his AA degree this spring then wants to attend either Central Washington University or Seattle Pacific University. His academic interests are Physical Therapy and Sports Medicine. Stephon will be the first in his family to graduate from college.

IV. NON-ACTION ITEMS

A. Pathways to Completion: Progress and Self-Assessment – Katie Gulliford

Five Washington Community Colleges received a College Spark Grant that begins in October 2018. TCC's Guiding Team is getting a head start on the work. The Career Pathways Model has four pillars in career clusters including areas of study, career options, degree options, and specializations. The declared and prepared advising model addresses declaring/selecting the career cluster, preparing/planning with the Advising Department, and completing using a faculty advisor and completion coach.

Starting April 4, the Guiding Teams will meet the second and fourth Wednesdays of each month while the Pillar Teams will meet on the first and third Wednesdays. The group completed the Scale of Adoption Self-Assessment for TCC in late February for the State Board of Community and Technical Colleges.

V. ACTION ITEMS

A. Table Budget Reserves Approval – Mary Chikwinya

MOTION: Upon motion by Board **Bernstein**, the Board unanimously approved to table the Budget Reserves approval to a future date.

B. Approval of Course Fees for new courses only – Tod Treat

MOTION: Upon motion by Board member **Curtis**, the Board unanimously approved the Course Fees for new courses only.

C. Approval of Professional Leave – Analea Brauburger

MOTION: Upon motion by Board member **Dunbar**, the Board unanimously approved Professional Leave for Mike Flodin and Wendy Fein. Analea also walked on the subject of moving previously approved leave for Kathy Brown from spring 2018 to spring 2019 due to family medical issues. Upon motion by Board member **Dunbar**, the Board unanimously approved moving the leave for Kathy Brown.

D. Approval of Presidential Selection – Bob Ryan

MOTION: Upon motion by Board member **Adams**, the Board unanimously approved to offer Dr. Ivan Harrell the position of President for Tacoma Community College.

Bob Ryan will call Ivan to discuss the May 1 start date. The TCC Leadership Team will provide him with information over the next few weeks to start the transition.

VI. REPORTS

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

- The Student Etiquette Luncheon was held on February 28 with both Bill and Mary in attendance.
- C. Rosalind Bell, Artist in Residence, drew 60 students at the February 23 event.
- TAPCO Credit Union offered a Financial Literacy workshop to 40 students in early March.
- Over 60 students participated in Bubble Soccer on March 9 in building 20.
- Food for Finals is happening this week with 420 burritos furnished to students thanks to the TCC Foundation.
- Alternative Spring Break in Portland occurs the week of March 26-30 with 21 students creating kits for refugees.

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

- Thank you to Bill and Mary for service as Interim Co-Presidents.
- Congratulations to all the Tenure recipients today. It is hard work and important to bond faculty with the college.
- He thanked Jamie Johnson for the Student Voice presentation.
- Dave enjoyed his work on the Presidential Search Committee and appreciated the leadership of Lois and James.
- Now that local funds may be used for PAU's, he hopes to see corrected funding amounts distributed to our faculty.

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

- Jeanie Ernst-Williams has left TCC to work for the Bremerton Housing Authority. Jill will be representing Classified Staff the remainder of the year.
- Jill thanked Lois Bernstein and James Curtis for their work on the presidential search and for ensuring every group on campus was represented on the committee. She is happy with the choice of our new President.
- Classified Staff spotlight this month is Chris Betz, Office Assistant for Arts, Humanities, and Social Sciences. Chris works with the International Studies Program extensively to assist our visiting students, including our UKK partnership in Japan.
- The Classified group is preparing for bargaining the 2019-21 contract.

D. **Foundation Report – Rosemarie Burke**

- Lynette Crumity is the new Director of Development for the TCC Foundation. Lynette previously worked for United Way of King County. Other previous employers include the Lemay Car Museum and Metro Parks. She starts at TCC on April 2, 2018.
- The Foundation has two new board members. John Eyre is the Assistant VP of Information Technology at TAPCO Credit Union and Greg Unterbrink is the VP of Business Development for Ports America.

E. **Legislative Report – Bill Ryberg**, Co-President and VP for College Advancement:

- None this month.

F. **Co-President's—Mary Chikwinya**

- Finance Director Cliff Frederickson and VP for Administrative Services Bill Saraceno continue to work on the budget and the problems in ctcLink. The new goal is to start the 2016-17 audit at the end of March. They are making great progress and the entire Finance Department is working diligently.
- The Student Awards event is May 15 in the Student Center. Mark your calendars!
- Feedback from last year's Commencement celebration has prompted the Commencement Committee to discuss having a split ceremony this year. This would allow more family members to attend. Logistics and details are still being worked on.

VII. PUBLIC COMMENT/REMARKS

Bob Ryan thanked Co-Presidents **Bill Ryberg** and **Mary Chikwinya** for taking on the role of the President and jumping into a difficult situation.

James Curtis thanked **Beth Brooks** and the **Human Resources Department** for being the backbone of the Presidential Search Committee. All three finalists mentioned the professionalism and support they received was outstanding. James also thanked **Tamyra Houser** and **Rachel Payne** of Marketing. They were the voice of our campus, board, search committee, and provided outstanding communications during the search process.

VIII. EXECUTIVE SESSION

No Executive Session.

IX. BOARD ACTION AS A RESULT OF EXECUTIVE SESSION

N/A

X. ADJOURNMENT

There being no further business, the meeting was adjourned at 5:06 p.m.



Robert Ryan, Chair