

**Tacoma Community College
Board of Trustees Regular Meeting
February 20, 2019 4:30 p.m.
College Board Room #120, Building 12**

MINUTES

Board Members

James Curtis
Lois Bernstein
Bob Ryan
Pat Shuman

Administration/Faculty/Staff/Guests

Ivan Harrell	Mary Chikwinya
Bill Ryberg	Dave Howard
Cliff Fredrickson	Krista Fox
Dolores Haugen	Pavla Stephens
Christopher Soren	Dale Coleman
Julie Benson	Janine Mott
Monica Olsson	Melissa McCarthy
Kelley Sadler	Kristina Pogosian
Katie Gulliford	Patti Hermoso
Angelique Odom	Stephen Smith
Rick Brady	Dolores Haugen
Mary Jane Oberhofer	Will Howard
Lee Sledd	Sarah Lewandowski-Noble
Debbie Olson	Tamyra Houser
Sopang Men	Marybeth McCarthy
Brittney Holliday	Andrew Cho
Clay Krus	Marybeth McCarthy
Stephanie Thompson	Sergio Hernandez
John Falskow	Sabine Endicott
Brian Johnson	Kim Ward
Tina Hagedorn	Char Gore
Mark Linder	
James Newman	

I. CALL TO ORDER

Chair **Curtis** called the meeting to order at 4:01 p.m.

II. General Matters

A. Changes/Approval of Agenda

Board added to the agenda a presentation on the Annual report by Tamyra Houser.

MOTION: Upon a motion by Board member **Lois Bernstein** and seconded by **Bob Ryan**, the Board unanimously approved the amended agenda.

B. Approval of Minutes of the January 9, 2019 Regular Board Meeting

MOTION: Upon a motion by Board member **Bob Ryan** and seconded by **Lois Bernstein**, the Board unanimously approved the minutes for the January 9, 2019 Regular Board Meeting.

C. Introductions and New Hires

Tamyra Houser – Melissa McCarthy
Monica Olsson - Pavla Stephens

D. Correspondence

- a. College notified Brandon Carlson Clark is a semifinalist among those in running for scholarship

- b. P Card review by SBCTC completed and they have sent over their recommendations.

E. Board Report

Trustees shared the events they attended this past month:

- Board Member **Bernstein**:
 - January BOT meeting
 - Liz Dunbar's retirement
 - UPS Presidents reception
 - Both Legislative
 - Future Summit
 - Reach Higher Luncheon
 - Governors announcement

- Vice Chair **Dunbar**: Absent

- Board Member **Ryan**:
 - January BOT meeting
 - Reach Higher
 - Summit
 - Changing Lives Award
 - ACT winter
 - Meet w/Legislators

- Board Member **Shuman**:
 - Future Summit
 - Reach Higher
 - Governors announcement
 - TCC Art Gallery event
 - ACCT/Transforming Live
 - ACCT in DC

- Chair **Curtis**:
 - January BOT meeting
 - Reach Higher
 - Future Summit
 - UWT panel school to prison pipeline

III. PRESENTATIONS

A. New Trustee Appointment

Chair **Curtis** introduced newly appointed Trustee **Pat Shuman**.

B. Annual Report

Tamyra Houser introduced Brianna who presented a quilt made by Tacoma Modern Quilt Guild that reflects TCC annual report. They will have the report out to the community next week.

Tamyra announced that the new annual report website is up and running.

C. Student Voice – Learning Opportunities

Sabine Endicott, Professor of Communication and Transitional Studies

Brittany Holiday – Working on AA to transfer to UWT (Criminal Justice), wants to be a lawyer, learning community has helped a great deal to help in getting a better understanding. Spring will be the first class that is not in the learning community. What she likes about the learning community classes are that the professors take the time to make sure you know the information.

D. Guided Pathways

Katie Gulliford, Pathways Coordinator and Organizational Learning & Effectiveness,
Presentation/Power Point

IV. ACTION ITEMS

A. Student Fees – Krista Fox

- a. Amend to first read.

MOTION: Upon a motion by Board member **Pat Shuman** and seconded by **Bob Ryan**, the Board unanimously approved first read.

V. NON-ACTION ITEMS

A. Website Recognition

Bill Ryberg, Vice President for College Advancement and Director of the Foundation, Reported that TCC's website team won the Gold Award in the Website category from Higher Education Digital Marketing Award. The national competition recognizes the best digital content in the field of education. TCC is one of eight colleges and just two community college to win the website category's Gold award, the top award available in the competition.

B. Budget Update

Lon Whittaker, Vice President for Administrative Services, Bill Ryberg sat in for Lon Whittaker.
Handouts, Questions about Reserves and Enrollment.

C. Enrollment Update

Mary Chikwinya, Vice President for Student Affairs,

Power point presentation

Enrollment mgmt committee – 100% turn over in the outreach & recruitment department.

Messaging out to those students that have not completed or have stopped out.

Students who transfer w/o completing but are still in another school.

Call center being set up to reach out.

Task force looking at dropped for nonpayment, petition process, looked at the campus works document for pulling dual enrollment, working on communication.

D. Student Housing

President Harrell

Board gave the approval for the college to continue conversation w/THA to possibly develop student housing at James Center North.

VI. REPORTS

- **Associated Students Report – Kristina Pogolian**, ASTCC President
 - Attended Governors event at UWT, fully funding school
 - Advocacy Day – College and textbook insecurity
 - Went to DC for ACCT
 - Planning documentary for Black History month on Sen. John Lewis
 - Speaking at panels, testify on bills,
 - Going to conference in Vancouver, Canada

- **Faculty Report—Dave Howard**, Faculty Union Representative
 - Guided Pathway- Katie doing a great job.
 - In NY if you graduate from a CC you are granted entrance into a 4 yr college.
 - Learning committee classes are great.
 - Thanks to President and management team for advanced notice of campus closures during snow days.
 - Website looks great.
 - Challenges our campus face.

- **Classified Staff Report - Will Howard**, Classified Staff Representative
 - Thank President for the email that he sent to those who worked during the snow days.
 - Updating the guiding principles will go out to them on 2/28/19.
 - Participating in “Rally for life”.
 - Participating in “Walk a mile in her shoes”.
 - Break away with the zoo

Foundation Report – Tina Hagedorn, TCC Foundation Board

- Reach Higher Luncheon raised \$125, 000.00 (bet the last amount)
- 255 guest attended
- Dr. Harrell and guest speakers were amazing

● **Legislative Report – Bill Ryberg**, Vice President for College Advancement

- Thank you to all who went to DC
- Was in Olympia last week, met with Mara Levitt and Emily Reynolds

- Capital budget request we are #20 and the cut off is #17, have asked legislators to pull for the cutoff to be #21 or #22.
- Kristina's dedication to her job is amazing.
- Two reps from Japan came to visit, and they love the way the Japanese garden looks and the great maintain effort we put into it.

- **President's Report – Dr. Harrell**

Snow Days

- Discussed how instructional minutes were recouped when the college had been closed previously for an extended period.
- Decided that each dean and department chair would work with each faculty member to develop and submit a plan to address missed class time.

Strategic Planning

- Thank you to everyone who participated in the Futures Summit event. We had over 450 students, faculty, staff and community members participate.
- Timeline: Needs to adjust the previously approved timeline.
- The plan is that by the end of the spring quarter the college would have identified the 3-5 high priority strategic areas that we want to address. Will be present to the Board in October.
- Because the plan will be done after the start of the fiscal year, we will have to put a placeholder in next year's budget so that needed funds will be available.

President's Town Hall

- The purpose of these is for the President to provide needed information to the college community, as well as give the college community the opportunity to engage in questions and dialogue.
- Good attendance and a great atmosphere. We will be doing this every month in the fall, winter and spring quarters. The next one will be March 6 at 2:30 p.m. in the auditorium.

Vice President Searches

- Vice President of Equity, Diversity & Inclusion: The posting has closed. The committee is reviewing applications and will select interviewees on Feb. 28. The committee is being chaired by Professor Latoya Reid.
- Provost & Vice President of Academic Affairs: The committee has been formed, and is being chaired by Char Gore. The job description has been developed and reviewed.
- Plan to have the position posted by the end of next week, with a priority consideration date of March 31. It is our hope to have the search process completed and an offer made by the end of May.

Reach Higher Luncheon

- Thank you for everyone who participated

Meeting Highlights

- Met with the leadership of HopeSparks. We discussed the current lease the college has with HopeSparks as well as TACID and PAVE. Each of these leases are up for renewal in April. Will be bringing information to the Board for consideration at the March meeting.
- Multicultural Advisory Council - Working with Wayne Williams to get this council back up and running. There is great interest of our community to participate on this council.
- Statewide Guided Pathways Retreat in Vancouver, WA.
- Continuing lunches with classified staff.
- January WACTC Presidents Meeting.
- Ivan met with the President of the William Factory Small Business Incubator.
- Dinner with Dr. Transue.
- Met with Tafona Erwin from Graduate Tacoma.

- Led a discussion with the Guided Pathways team regarding the development of the ideal student experience. This is work that will continue through the winter and spring quarter. This work will lay the path for our redesign of the college in a way that produces improved student outcomes.
- Travelled last week to Olympia to meet with Sen. Emily Randall and Rep. Mari Leavitt to discuss our operating and capital budget requests.

Events

- A New Year in Tacoma Reception at President Isiah Crawford's home.
- Attended an MLK event at Urban Grace where our very own Margaret Robinson was recognized.
- ACT New Trustee Orientation with Trustee Shuman.
- ACT Transforming Lives dinner where our alumni Christopher Oliver was recognized with the other awardees from Washington's Community & Technical Colleges.
- Visited the Lt. Gov, state representatives and senators with our student leadership team. They did an exceptional job advocating on behalf of TCC students, and all WA community and technical college students.
- Faculty of Color Mentorship Winter Retreat here in Tacoma.
- Community Colleges for International Development Board Meeting in San Diego.
- Attended the ACCT National Legislative Summit in Washington DC, with Trustees Bernstein & Shuman, as well as two of our student leaders Kristina and Vibes, who participated on panel regarding 2nd chance and pell.

Travel

- Japan & Korea (March 27-April 4) w/Mayor, James Newman, Krista Fox, Mary Chikwinya

VII. PUBLIC COMMENT/REMARKS

- a. Two students reported on the "Hit the Trail" walk/run event being held on Saturday, March 9th at 10:00 am at TCC

VIII. EXECUTIVE SESSION

At 6:37 p.m., Chair **Curtis** announced that the Board would adjourn to executive session for 20 minutes.

At 6:57 pm the board announced they would be in executive session for an additional 30 minutes.

At 7:15 pm the board reconvened into open public session.

IX. BOARD ACTION AS A RESULT OF EXECUTIVE SESSION.

No action was taken as a result of executive session.

X. ADJOURNMENT

There being no further business, the meeting adjourned at 7:20 p.m.

James Curtis, Chair

