

**Tacoma Community College
Board of Trustees Regular Meeting
March 13, 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	Cathie Bitz
Christopher Soren	Dale Coleman
Julie Benson	Stephanie Thompson
Sonja Morgan	Melissa McCarthy
Kelley Sadler	Kristina Pogosian
Katie Gulliford	Patti Hermoso
Angelique Odom	Stephen Smith
Rick Brady	Will Howard
Mary Jane Oberhofer	Sarah Lewandowski-Noble
Dale Coleman	Tamyra Howser
Brandon Carlson-Calrke	Sharon Jang
Alisa Ulferts B	Sergio Hernandez
John Sardin	Kathryn Mantoya
Mary Fox	DeAndre Holmes
Cassie Knipfing	Steve Fortana
Analea Brauberger	Kim Ward
	Char Gore

I. CALL TO ORDER

Chair **Curtis** called the meeting to order at 4:49 p.m.

II. General Matters

A. Changes/Approval of Agenda

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

B. Approval of Minutes of the February 20, 2019 Regular Board Meeting

MOTION: Upon a motion by Board member **Bob Ryan** and seconded by **Pat Shuman**, the Board unanimously approved the minutes for the February 20, 2019 Regular Board Meeting.

C. Introductions and New Hires

- Steve Fontana, Director of Advising introduced
 - Cassie Knipfing
 - DeAndre Holmes
 - Katlyn Mataya
 - Obe Quarless

D. Correspondence

- a. **None**

E. Board Report

Trustees shared the events they attended this past month:

- Board Member **Bernstein**:
 - February BOT Meeting
 - EDB Annual Meeting
 - Mayor Woodard's State of the City Address

- Vice Chair **Dunbar**:
 - Habitat for humanity luncheon

- Board Member **Ryan**:
 - February BOT Meeting
 - PCCC
 - Tele Conference w/SBCTC on CTCLink and Budget

- Board Member **Shuman**:
 - February BOT Meeting
 - Metro Parks Luncheon
 - TCCF Board Meeting
 - Dick Moe Celebration of Life

- Chair **Curtis**:
 - February BOT Meeting
 - Met w/Dr. Harrell
 - Presentation in LaToya Reed's class

III. PRESENTATIONS

A. All USA Academic Team

Mary Chikwinya introduced **All USA/Washington PTK recognition for nominees and**

Branden Carlson Clark is a finalist in the Jack Kent Cook scholarship award. He's a sophomore, getting his AA in biology, will transfer to UW to major in Neuro Science. Brandon wants to be a Neurosurgeon. He comes from a family of surgeons, he changed mind from sports med to Neuro Science. Brandon had strong faculty that supported him, he serves as a tutor, did an internship and owns his landscape business that helped pay for tuition.

Sharon worked at getting PTK recognition; In 2017, PTK had 2 officers resign, she stepped in and took them to the state finals. This is Sharon's 3rd year at TCC. She is getting an AA in biology, will transfer to UW with full scholarship. PTK got her housing covered and she is attending college for free! Sharon came to TCC to figure out what she wanted to do with her life. Dr. Ramos, her advisor has been a huge part of her life. Sharon started a blog to help others in applying for scholarship. She wants to major in global health, plans to be a Doctor and to apply to dental school. Sharon loves the fellowship she has been able to grow at TCC.

B. PTK/PTK Recognition

Tomas Ramos

- Power point
- Lots of tension in the chapter, compared them to the movie Queen and Freddy Mercury

- Got tenure in 2010, was successful at national level (Kansas City, KS).
- Had to do battle to make it to the level of the national conference.
- Investigated the water war between Mexico and the US as part of the presentation at the national conference.
- 5/2013 induction ceremony.
- 2nd place at Moses Lake conference.
- PTK adopted 29 families and were able to give them more than what they asked for and have been doing this for 3 years.
- Faculty scholar for 2016 & 2017.
- 5 star level since 2012, Excellence Award in 2014, Advisor 2016 Faculty scholar, nine 1st place awards, 2017.
- Did lots of work with detention center, educated those in the community of what their rights are.
- We are higher than the national level of members in our chapter.

IV. ACTION ITEMS

A. Faculty Professional Leave Request – Analea Brauberger

a. Inside BOT packet

b. Wendy Chin-Johnson– Fall Quarter 2019,

- i. Complete the following with a focus on creating a proposal for a Center for Civic Engagement;
- ii. Build upon the College's core values;
- iii. Research what other colleges have done;
- iv. More comprehensively identify and build upon existing TCC resources;
- v. Create themes within her existing courses that can provide academic training as well as civics training (e.g. English 102: Civic Engagement; Humanities 101: Introduction to the Arts as a means for Social Change);
- vi. Build a comprehensive database of community organizations that are willing to provide students with opportunities to service learn as well as to work with the College to solidify community relations.

c. Wendy Larson – Fall Quarter 2019

- i. Conduct research to find out the demographics of the Asian population in Pierce County and locate supporting community organizations;
- ii. Interview TCC students, community members and organizations to identify needs and services and programs available to the Asian Community in Pierce county;
- iii. Volunteer in the community organizations to offer her services and familiarize herself with the organizations;
- iv. Identify ways to connect the community members and organizations with TCC and pave the way for further collaboration;
- v. Share her findings with respective departments and the TCC campus community;

d. Ann Lyman – Fall Quarter 2019

- i. Observe music theory and choral classrooms throughout Europe, and to sing in choirs throughout Europe;
- ii. Complete arrangements of choral music that she thinks would be appropriate for the TCC Chamber Choir;

- iii. Recharge and reflect on her teaching at TCC by spending time with her family immersed in some of the most artistically rich cultures in the Western world.

e. **Sonia Llacer – Spring 2020**

- i. Immerse herself in the Spanish culture to learn, study and share methodology in the teaching of Spanish as a second language with European world language educators;
- ii. Create, develop and improve materials for TCC Spanish program including creation of videos, compilation of authentic pictures of the community in everyday circumstances, development of activities and revision of Canvas course documents;
- iii. Upon her return, she intends to lead a language methodology workshop to share her experience with other educators in the World Language Department and to enrich TCC Canvas Master Course.

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

B. **Student Fees (2nd Read) – Krista Fox**

a. **Inside BOT Packet**

MOTION: Upon a motion by Board member **Bob Ryan** and seconded by **Liz Dunbar**, the Board unanimously approved the Student Fees.

V. **NON-ACTION ITEMS**

None.

VI. **REPORTS**

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

- a. Working w/SBCTC to create a student body trustee board at the state level.
- b. Attend EDI luncheons where members share their experiences.
- c. Interviewed by BATES College on legislative access.
- d. SBCTC to attend conference in Vancouver BC in open education resources (OER).
- e. Lead a leadership session to first time lobbyist.
- f. Planned a black history event, watched video on John Lewis.
- g. Student trustee position, created a committee w/eight students, campus wide petition over 100 signatures collected.
- h. Armenian refuge memorial on 4/24.

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

- a. Congratulate newly tenured faculty, and to the faculty and students that participated in the process.

C. **Classified Staff Report - Will Howard, Classified Staff Representative**

- a. 5K run on Saturday, great turn out.
- b. Been busy, on few committees.
- c. Relay for life coming up.

- d. Showed banner they just received for classified staff to put up at Relay for life and other events.

D. Foundation Report – Brandon Irvin, TCC Foundation Board

- a. Scholarship is open until 3/3.1
- b. Staff doing information seminars.
- c. Governance, new board members, send in names.
- d. Renewing the president's circle for those who have contributes \$1000.00 or more.
- e. Food during finals week, thank to partners and community members.

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

- a. Bill and Ivan in Olympia, for meetings with legislators.

F. President's Report – Dr. Harrell

- a. Strategic planning – handout, completed plan to BOT by Oct.
- b. March 24th, April 10th & April 24th are important dates for the board to work on the mission and vision statement.
- c. CampusWorks will be at the BOT retreat on 6/27.
- d. 7th year Accreditation Report: Spring 2021 Accreditation will be here for our 7th year visit. The commission is going through the process to review all standards, with the hopes of implementing new standards for 2020. Draft documents will not be due until 6 weeks prior to their visit in spring of 2021, new standards have been put out but we do not know which standard they will want us to use.
- e. Past Financial issue w/CTClink, had a conference call, the issue is not a cash issue but an overstatement of cash in CTClink. From the call there is a disconnect between SBCTC and the colleges, they have 2 months of reconciliation and charts to show how funds are routed through CTClink, thank you to Lon and team.
- f. TACID/HOPESPARKS/PAVE leases have been in place for over 25 years, they expire on April. Would like to extend for another 5 years to give the college time to think about what to do with these space and if rent needs to be raised.
- g. Lunch's w/classified staff.
- h. Met w/Nick Bayard from the REACH Center.
- i. Presented to Kiwanis Club.
- j. Met with Rainbow Center to discuss partnership.
- k. Spoke to two graduate classes (remotely).
- l. Dinner w/Dr. Kunieda from Seikei University in Japan.
- m. Invista Board meeting.
- n. Visited Urban League.
- o. Traveled to Olympia.
- p. Guided Pathways.
- q. Top 3 finishers from TCC for the "Hi the Trail" 5K - Sopang Men, Sue Bennet, Madeline Levesque.
- r. Traveling to Japan/Korea w/MaryChikwinya, Krista Fox, James Newman, Namiko Bagirimvano & Mayor Woodard to celebrate "City of Tacoma 60th year as sister city and 10 year relationship between TCC and Univ of Kitakyushu.
- s. 4/24 – Annual Tenure celebration.

Meeting Highlights

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Events

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Travel

Upcoming Events

Upcoming Meetings

Personal

VII. PUBLIC COMMENT/REMARKS

VIII. EXECUTIVE SESSION

At ____ p.m., Chair **Curtis** announced that the Board would adjourn to executive session for ____ minutes.

At _ 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 5:55 p.m.

James Curtis, Chair