



TACOMA COMMUNITY COLLEGE  
BOARD OF TRUSTEES

6501 South 19<sup>th</sup> Street  
Tacoma, WA 98466

BOARD SPECIAL MEETING  
Wednesday, January 8, 2020  
3:00 pm – 4:00 p.m.  
College Board Room, Building 12

BOARD SPECIAL MEETING  
January 8, 2020  
AGENDA

**Board Members**

Lois Bernstein  
Pat Shuman  
Bob Ryan

**Administrators/ Staff/ Guests**

Ivan Harrell	Amber Brock
Karyssa Mathison	Katy Ray
Angelique Odom	Stephen Smith
Marissa Schlesinger	Judy Loveless-Morris
Bill Ryberg	Russ

- I. CALL TO ORDER Lois Bernstein
  - a. Vice Chair Bernstein called the meeting to order at 3:00 p.m.
  
- II. ACADEMIC AFFAIRS Marissa Schlesinger
  - a. **Organizational Structure Overview of Academic Affairs.**
    - i. All but 6 counseling faculty report within Academic Affairs
    - ii. There are eight instructional areas under Academic Affairs. The leaders of these areas sit on the “Dean Team” but this needs a new name as we have several directors that now serve in these roles.
    - iii. Want to make sure that all of these areas are working under one administrative guide to help keep consistency for all faculty.

1. Various programs run under a specific division/department but may serve all faculty or students it just happens to be how reporting lines work.

**b. Instructional Voice and Representation**

- i. Faculty forum: where faculty can come together to simply work together as faculty regardless of union affiliation or instructional area.
- ii. Curriculum Committee: all faculty
- iii. Instructional Council: where faculty and other individuals involved with instruction are able to focus on instructional needs.
- iv. Tacoma Community College Federation of Teachers (TCCFT): covers all faculty. Even if an individual chooses not be part of TCCFT, they can still supported by them.

1. Question: Lois- As a new person coming into this structure, are there any changes you would like to make or is too soon. –  
Marissa: At this point, it seems that most of the structure is working well. The only request I may have is that I have an opportunity to have more informal conversations with Faculty Forum. Curriculum Committee is on a pause right now to better see how they will move forward through an antiracist lens. The only items coming through Curriculum Committee will be things necessary for accreditation

**c. What Would You Like to Study?**

- i. This slide demonstrated the breadth of academic offerings. As we continue guided pathways work and program maps, this information will become more streamlined. This will help students to feel more engaged and find a better to make sense of our offerings.

- d. **Arts, Humanities and Social Sciences** – John Falsko, Interim Dean
  - i. In December we have started the process of finding a permanent replacement for the interim dean and hope to complete search by spring.
  - ii. Honors distinction pathway and global studies distinction pathway are found in this division.
  - iii. Faculty highlights: students and faculty that went to Kitakyushu, Japan were keynote speakers while visiting. Multiple faculty play, sing, and conduct in many ensembles across the state.
  - iv. Adjunct Faculty Center: a place for adjunct faculty who don't have one distinct area with office space. While this can be seen as difficult for some adjunct faculty being separate from their home instructional space, it allows for and fosters community among our adjunct faculty. This is a space they really appreciate and we hope to continue to revamp this space so they feel included and important.
  
- e. **Communication & Transitional Studies** – Kim Flack Ward, Dean
  - i. The slide shows the structure of this division and the various departments within it.
  - ii. Many of the programs in this division have strict federal guidelines that must be followed in a multitude of ways.
  - iii. Learning Communities are under this division and currently focusing on Critical Race Theory.
  - iv. Two new IBEST programs: NAC and EMT
  
- f. **Health, Business and Professional Services** – Krista Fox, Dean
  - i. There is an associate dean in this area and several directors as this is a very large division.
    - 1. Julie Benson, Associate Dean of Nursing
    - 2. Char Gore, Interim Director of Bachelors of Applied Science Programs
  - ii. This division carries all of our Applied BAS degrees.
    - 1. Question: Pat- What is the role of the Community Advisory Council? –Marissa: this can vary depending on how recently a program has been through its individual accreditation. Their role is essential to ensure that courses are relevant and that students are ready to enter the industry. I am still getting to know all of these boards and their members but looking forward to that in the next year.
  
- g. **Math, Science, & Engineering** – Katie Gulliford, Interim Dean
  - i. Search for a permanent Dean is underway.

- ii. College in the High School program as well as MESA (helps to involve historically underrepresented students into the STEM field). The Director of MESA was recognized as the MESA director of the year.
- iii. Need to make sure that if we add new STEM programs, to actively work on removing roadblocks for underrepresented communities and connect with needed industries.
- iv. Working to implement a C++ pathway to help with barriers for historically disadvantaged students getting into four year university computer science programs.
  - 1. Question: Bob – Do we have articulation agreements specifically for MESA students? – Marissa/Ivan: not specifically for these students but many MESA programs are at High Schools and 4 year institutions so there is a better/easier handoff.

**h. Library – Candice Walker, Director**

- i. Librarians are faculty and play a large instructional role.
- ii. Library is coordinating OER work.
- iii. Reorganized the AESL collection which has led to increased book checkouts in this area.
- iv. Really looking for the library to be a community repository for the great work from students, faculty, and community members have done.

**i. eLearning – Christopher Soran, Director**

- i. All of their work interacts with students in a variety of ways. Students go to the help desk in eLearning when they have canvas issues or other tech issues.
- ii. Faculty look to eLearning when they want to put their courses on canvas and revamp their canvas.
- iii. Technology accessibility is a huge obstacle for students and there are so many levels of support that students need. Accessibility services works with students and eLearning works with faculty to ensure they are providing accessible options for their students.

**j. Corrections Education- Sultana Shabazz, Director**

- i. Multiple prison sites: WCCW, Mission Creek, and one in Yakima.
- ii. ABE, GED, and beginning courses all the way up to AA and certificate degrees.
- iii. The pilot for the coding program has continued this quarter with secured internet and have been given the option to expand to a few other sites. We are hoping to get access to FAFSA and JSTORE. Dr. Shabazz is working with JSTORE to have a secure way to offer this resource.
- iv. Partnering with reentry navigators in case a student in corrections is transferred from pierce to king so they can continue their education.

- k. Gig Harbor Campus-** Olga Inglebritson, Dean
- i. This is the first quarter the campus has reported to Academic Affairs.
  - ii. Janine Mott is still supporting the campus as the executive director of continuing education.
  - iii. Brining ABE and GED back to Gig Harbor. Working with the peninsula school district to bring Fresh Start to the area.

**I. Goals**

- i. Fill Dean Vacancies: all searches moving on the same timeline
- ii. TCCFT contract renegotiations
- iii. Updated curriculum processes; it is a very difficult process right now
- iv. Increase visibility and inclusion of GH and CE – Dean team will be holding meetings at both sites this year
- v. Alignment of policies, practices, and timelines across all instructional units
- vi. Continue to listen and learn

**III. REMARKS**

- a. Pat- how can trustees best support efforts? – Marissa: Remain interested and active in learning about the campus so that you can best advocate outside of the college. Technology throughout the campus need to be updated and there are many resources that we lack to increase course expansion.

**IV. ADJOURNMENT**

Lois Bernstein

There being no further business, the meeting adjourned at 3:55 p.m.

  
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Liz Dunbar, Chair

Interpreters for people with hearing impairments and Braille or taped information for people with impairments can be provided. Please contact Karyssa Mathison, Office of the President at 6501 South 19<sup>th</sup> St., Tacoma WA 98466; Tel: 253/566-5169; Telephone Device for the Deaf TDD 253/566-5169; or e-mail: [kmathison@tacomacc.edu](mailto:kmathison@tacomacc.edu).