

# **Board of Trustees Summer Retreat**

Friday, June 12, 2020 8:30 a.m. – 12:00 p.m. **Minutes** 

### Call to order

Chair Dunbar called the retreat to order at 8:40am

- Will need to discuss having a second meeting to get through all items.
- Faculty Professional Leave has been added to the agenda after published.
  MOTION: Upon a motion by Trustee Bernstein and seconded by Trustee Ryan, the Board unanimously approved the agenda as presented.

#### **Action Items**

College Operating Budget 2021-2022 (2nd Read)

Ivan Harrell

**MOTION:** Upon a motion by Trustee Ponepinto and seconded by Trustee Ryan, the Board unanimously approved College Operating Budget 2021-2022.

No changes or revisions since presented on June 10, 2020.

The 2020-21 Proposed Operating Budget is built on an expected State Allocation to TCC of \$24,874,005 (projected reduction), and Local Revenue of \$46,502,027 for a total operating budget of \$71,376,032. The prior year revenue budget was \$48,818,735; an increase of 32% (due to budgeting all funds).

#### **Questions/Discussion:**

- Trustee Ryan: Since we will not be receiving WEI for Guided Pathways, will we still be able to continue with this work since it affects our vulnerable students. Dr. Harrell: Yes, we were already doing this work and we continue to work on this. We do not know if we will receive the funding from SBCTC but we have many items that do not require additional funding that we can keep working on. Since Guided Pathways aligns with the Strategic Plan, we can use those budgeted funds as well if needed.
- Chair Dunbar: Question regarding the collective bargaining agreement and notices for classified staff. Rick Brady: There are a few options to comply with CBAs. One would be to create a campus wide announcement that there will be riffs and they will be in accordance to policy or CBA. This updates everyone on what may be coming. Other option is to notify the unions directly. Dr. Harrell: It sounds like we will not have latitude to make a change and we need to determine correct language to present this information.

- Chair Dunbar: Asked if there was anything, the trustees could do to help with this unfair policy. Our classified union has opted into the CBA organized through the Governor's office rather than negotiating directly with the college. Dr. Harrell: Discussed if this is the best practice to moving forward especially due to salary inconsistencies that we are unable to rectify because it is negotiated at the governors level. If the agreement is not changed and we can only provide the 30-day notice, we may be able to provide faculty and exempt notices at the end of June and then classified two months later. However, this could be challenging with multiple notices. Rick Brady and Stephen Smith will be joining the Leadership Team meeting on Tuesday and we will have a plan on how to handle this particular situation.
- Chair Dunbar: Commented that this is a conservative budget and does its best to assume the worst-case scenario. What types of discussions have you had that if cuts are not as bad, what is the process to establishing how to move forward? - Dr. Harrell: We are hoping to use the quarterly budget process. If enrollment is not confirmed by the time the legislature determines what the cuts will be, we will wait to make any decisions. We do not want to do anything until we know what enrollment is. If the cut is similar to 15%, we will wait until mid-year to make any decisions. We would not bring back any riffed positions.
  - As we continue with budget reviews throughout the year, it is important to keep in mind what was used from reserves.

## • ASTCC Budget 2020-2021 (2nd Read)

**MOTION**: Upon a motion by Trustee Ponepinto and seconded by Trustee Bernstein, the Board unanimously approved the ASTCC Budget 2020-2021.

No changes or revisions since presented on June 10, 2020.

### • Temporary Revisions to Mandatory Student Fees (2<sup>nd</sup> Read) Ivan Harrell

**MOTION**: Upon a motion by Trustee Bernstein and seconded by Trustee Shuman, the Board unanimously approved the Temporary Revisions to Mandatory Student Fees.

As discussed, due to COVID-19 we do not have all students on campus and so we did a review to see what fees could be reduced to support students during this time. Waiver of Student Center Fee and Facility Fee. Did not want to waive the Safety fee but did reduce it. Recognize this would be loss in revenue but would be able to use CARES funding to recoup the loss. If we continue in this situation further, we will bring recommendations to the Board as needed.

### • Faculty Professional Leave

**MOTION**: Upon a motion by Trustee Ryan and seconded by Trustee Shuman, the Board unanimously approved the Faculty Professional Leave applications for both Dr. Richard Wakefield and Professor Jennifer Sorensen.

#### Ivan Harrell

#### Ivan Harrell

This is a review of Dr. Richard Wakefield and Professor Jennifer Sorensen's applications for faculty leave.

- Dr. Richard Wakefield: One of our longest serving faculty at TCC. Dr. Wakefield is requesting one quarter of professional leave to explore a self-study in Dramaturgy to revive the drama program at TCC. This self-study aligns with our strategic plan to provide arts programming to the community and campus.
- Professor Jennifer Sorensen: Has served as Program Chair and full-time faculty at TCC for seven years. Professor Sorensen is requesting three quarters of professional leave to gain a better understanding of the changes to administrative functions of paralegals in WA. This work will help to keep class materials and outcomes up to date with what is needed in the field.

### **Questions/Discussion**

Trustee Bernstein: After Dr. Wakefield's study, would we begin to offer drama classes or offer extracurricular theater program? – Dr. Harrell: At this time, it would be extracurricular but it could evolve into programming.

Chair Dunbar: Is it uncommon for professional leave to be three quarters? – Dr. Harrell: No, it can vary between 1-3 quarters. Dr. Harrell explains that as this type of request would have financial implications, he and Provost Schlesinger reviewed the budget to see if the division could afford adjunct faculty for that length of time. This expenditure has been planned for in the budget.

### **Executive Session**

The Board adjourned to Executive Session at 9:20am and will reconvene at 10:30am.

The Board reconvened open session at 10:30am and Chair Dunbar announced the Board would take a break until 10:45am and then adjourn back to Executive Session until 11:00am.

The Board extended Executive Session for 30 minutes.

#### **Board Action as a Result of Executive Session**

Board reconvened to public session at 11:30am.

No actions as a result of Executive Session. Chair Dunbar expressed that the Board is very pleased with Dr. Harrell's performance over the last year and will be extending his contract.

#### **Board Elections**

**MOTION:** Upon a motion by Trustee Ryan and seconded by Trustee Ponepinto, the Board unanimously elected Trustee Bernstein as Board Chair and Trustee Shuman as Vice Chair

The new Chair and Vice Chair will begin their terms on July 1, 2020

## **Board Recruitment**

Chair Dunbar has agreed to continue serving on the Board until we find a new trustee but everyone should be thinking of possible individuals to put forward for consideration.

## **Scheduling Second Retreat**

The Board discussed that a second retreat will need to be scheduled in order to address the agenda items that they could not cover today. Karyssa Mathison will provided several July dates to the board to schedule the new retreat.

## Wrap Up and Adjourn

There being no further business, Chair Dunbar adjourned the meeting at 12:02pm.