

**Tacoma Community College  
Board of Trustees Regular Meeting  
May 8, 2013, 2:00 p.m.  
Building 12 ~ College Room**

**MINUTES**

**Board Members**

Chad Wright, Chair  
Liz Dunbar, Vice Chair  
Don Dennis  
Bob Ryan  
Fred Whang

**Administration/Faculty/Staff/Guests**

Pamela Transue	Tom Angier, AAG
Mary Chikwinya	Scott Marsh
Silvia Barajas	David Endicott
Pat Shuman	James Newman
Dave Howard	Kelley Cadman
Janine Mott	Simba change
Mike Flodin	Jon Maes
Kim Rzeszewicz	Walter Schacht
Clint Steele	Shema Hanebutte
Bill Ryberg	Kim Ward
Erin Hoiland	Ken Fox
Phil Hunter	Val Morgan Krick
Dolores Haugen	John Kellermeier
Jethro DeLisle	Asha Bhaga
John Williams	Chen Yan
Jen Manley	Elizabeth Hyun
Krista Fox	Victoria Ichungwa
Mary Ann Brummond	Justin Lawrence
Shawn Jennison	Rebecca Sliger
Beth Brooks	Jaleel Brown
Julie Benson	Steve Ashpole
Tiffany Repar	Arica Hawley
Carrie Crookshank	Claire Johnson
Valerie Reilly	Bryce Terry
Stefan Whitley	TJ Bridgeman
Ryan Pyke	Jeff Lytle
Cathie Bitz	Judy Colarusso

**I. CALL TO ORDER**

Chair **Wright** called the meeting to order at 4:02 p.m.

**II. General Matters**

**A. Changes/Approval of Agenda**

**MOTION:** Upon a motion by Board member **Dennis**, the board unanimously approved the Agenda as presented.

**B. Approval of Minutes for the April 24 Meeting.**

**MOTION:** Upon a motion by Board member **Dennis**, the board unanimously approved the minutes of the April 24 Meeting.

**C. Introductions**

**Bill Ryberg**, Foundation Director and Development Director, introduced **Asha Bhaga**, Foundation Administrative Operations Coordinator.

**Mary Chikwinya**, Vice President of Student Services, introduced **Shema Hanebutte**, Dean for Advising, Counseling, Worker Retraining and Career Services.

**James Newman**, Director of International Recruitment/Admissions, introduced **Jon Maes**, Assistant Director of International Recruitment/Admissions.

**C. Correspondence – None.**

#### D. Board Report

- Trustee Whang helped secure the Tacoma Yacht Club for the Board retreat on June 27.
- Trustee Ryan met with Larry Seaquist.
- Trustee Dennis attended the Legislative Task Force meeting and went to the legislative luncheon meeting in Olympia with Dan Small and President Transue that included other Pierce County colleges and 12 legislators. He attended the Gig Harbor Campus open house and interviews of the candidates for Executive Vice President of Academic and Student Affairs.
- Trustee Dunbar attended the Rotary 8 auction and spoke on behalf of TCC.
- Board Chair Wright has attended Foundation Board and Finance Committee meetings and is preparing for the Wine Classic. He also gave opening remarks at the Pow Wow.

#### Board Retreat

President Transue asked the Trustees to review the Board retreat draft agenda and to let her know if they would like to add any items.

### III. PRESENTATION

#### Student Voice

**James Newman** introduced **Chen Yan (Erin)**, a student from our Sister City, Fuzhou, China, and stated that she ran into several difficulties in coming here. He was able to assist her and she has since been an excellent student. Erin briefly shared information on her background and reported that she has been accepted to the University of Washington-Tacoma where she plans to major in international business. She remarked that TCC has a powerful team assisting international students.

**Janine Mott**, Executive Director of the Gig Harbor Campus, introduced student **John Williams**. John briefly shared information on his background and interests. He would like to become a paralegal and stated that TCC has an outstanding program. He stated that instructors at TCC are well versed in the subject matter and are practicing their trade, and along with knowledge gained from books, he is getting work experience. John will graduate in June.

**Rebecca Sliger**, Chair/Instructor for Science and Engineering, introduced **Valerie Reilly, Bryce Terry, Stefan Whitley, TJ Bridgeman, Ryan Pyke, and Jeff Lytle**, students from the Engineering Department. She reported that they have tripled their enrollment in engineering. She also remarked that she thinks this Engineering Club is the best she's had. TCC is one of the few community colleges that has an ASME-affiliated club and it enables them to enter into competitions (they were one of only two community colleges entered). The students explained the design and manufacturing processes of their vehicle. They built the parts to the vehicle themselves so that it was their own unique design. In the competition, they took first in the slalom and 5<sup>th</sup> in the drag category. Judges placed them first in creativity, manufacturing, and presentation. Overall, they took third place.

### IV. ACTION ITEMS

#### A. Approve for Study: 2013-14 Course Fees

**Mary Chikwinya**, Vice President of Student Services, provided some background on the proposed course fees. **Krista Fox**, Dean of Allied Health, explained the nursing fees and **Julie Benson**, Nursing instructor, stated that the students believe these fees are worth it. She introduced nursing students **Carrie Crookshank, Tiffany Repar, and Claire Johnson** who expressed their support for the fees.

**MOTION:** Upon a motion by Board member **Dunbar**, the Board unanimously approved for study the 2013-14 Course Fees.

#### B. Approve for Study: 2013-14 ASTCC Budget

**Simba Change**, Vice President of the Student Body, provided a power point detailing the proposed ASTCC budget. It is based on current revenue, not projected revenue, and is set at the state maximum. He explained the program increases.

**MOTION:** Upon a motion by Board member **Ryan**, the Board unanimously approved for study the 2013-14 ASTCC Budget.

#### C. Approve for Study: Funding for Trustee Plaza/Campus Green

**Walter Schacht**, principal at Schacht/Aslani Architects, provided the Board with the final design update and explained that they met with Executive Staff to discuss the pros and cons of materials and plants. He detailed the construction costs. The total amount of funds being requested to cover construction costs falls below the \$1M limit set and Fresh Start funds will be used. The Board discussed some concerns such as the costs of the selected materials, columns, lighting, safety, and reduction in Mt. Rainier view. Walter then went over the timeline. It will be bid in July, construction to begin in August, and completion by December 5. There will be a celebratory opening next spring.

**MOTION:** Upon a motion by Board member **Whang**, the board unanimously approved for study the proposed Trustee Plaza/Campus green project expenditures from the Fresh Start reserve.

**D. Approve: Harned Center Water Feature**

**MOTION:** Upon a motion by Board member **Dennis**, the board unanimously approved the construction of the water feature for the Harned Center for Health Careers from the Fresh Start reserve.

**VII. NON-ACTION ITEMS**

**A. Pathway to Completion: How Instructional Assessment Fosters Student Completion**

**Kim Rzeszewicz**, Program Coordinator, Curriculum and Learning Outcomes in Institutional Effectiveness, **Ken Fox**, Instructor and Co-Chair of Written & Oral Humanities, and **Jethro De Lisle**, Instructor in Communication Studies, provided a power point presentation on how instructional assessment fosters student completion.

Instructional assessment determines whether students (both individually and in aggregate) have learned what instructors said they were supposed to have learned. It fosters student completion by assessing student learning at every step along their educational pathway. Jethro provided an example of the Written and Oral Communication program.

- 2005-06: Program level project showed faculty grading inconsistent.
- 2006-07: Faculty met to redesign course and program learning outcomes/design rubric for grading essays.
- 2007 on: Program level projects have identified specific areas for improvement.
- 2007 on: Faculty are working diligently on improvement efforts.

Kim provided an example of the degree learning outcome assessment project in 2011 in Communication/Information Technology:

- More than 50% of students are able to write at an acceptable level for graduating with a degree.
- Students performed better if had completed English 101.
- They scored better in Research (>70%) than in purpose, critical reading, development, organization or presentation.
- Critical reading skills are stronger than research skills as they near degree completion.

This has to be a faculty-driven process with discussion on what the results mean and how we improve student learning across the campus. What can be done to improve student completion?

- Faculty conversed during Fall Pre-Instructional Days.
- Developed several strategies to improve students/communication/information technology competencies.
  - Core Leadership Team.
  - Librarian consultations in assignment development.
  - Redesign of English 101.
  - Writing, Research, Reading Across the Curriculum (WRRAC).

Ken discussed the English 101 redesign which includes:

- Reduction in number of essays.
- Including both American Psychological Association and Modern Language Association citations (styles).
- Theme-based offerings.

WRRAC includes:

- Faculty across all disciplines.
- Conversations to discuss elements of teaching/assessing writing.
- Encouragement of faculty to assign writing across the curriculum.

Kim said that we do assessments, gather data, and figure out what improvements can be made. They are getting great comments from faculty about this process.

**B. Statway**

**John Kellermeier**, Mathematics Instructor, provided a report on the success of Statway. Nationally, the percentage of students who successfully completed the Pathway (completion is defined as persisting through the final term receiving any grade and did not withdraw, and successful completion is defined as receiving a grade of C or higher in the final term) was 51.1%. TCC was 51.4%. TCC is also doing very well in the percentage of students who remain in Statway. Enrollment in fall quarter was 76%.

Students take math two hours a day, five days a week. **Arica Hawley**, a student in Statway, shared her experience and stated that this program is very valuable and also helps in other classes.

**C. Spring Enrollment Report**

**Steve Ashpole**, Director of Enrollment and Entry Services and Registrar, provided a report on Spring enrollment. Our state allocation is 4,570 FTEs. (In 2011-12 our enrollment was 5,938 FTEs and in 2012-13 we had 6,129 FTEs). Other areas of growth are Running Start which is up 78 FTEs, and International, up 89 FTEs (and aren't included in the state FTE count). Our headcount is staying much the same and includes Continuing Education and contract courses. Statewide colleges are serving 105% of their allocation while TCC is serving 134%. According to Steve, the data shows we have bucked the trend of the rest of the system, and there may still be student demand for growth. Board Chair Wright mentioned that this shows us that current allocation systems are broken. President Transue stated that this conversation is being held but we have to wait to see what the Legislators will do with enrollment.

**D. Budget Status Report**

**Silvia Barajas**, Vice President of Administrative Services, discussed the third quarter budget. We received an additional allocation from the State so we are up about 3.5% on the state allocation. On local revenue, we have an increase in Running Start. Building fees are up. The largest item is in excess revenue. We had originally budgeted \$15.7M but are slated to come in at \$18M. Total operating resources are 14.1% above revenue but we are over extended on salary and benefits due to hiring adjunct faculty and providing other services for students (such as tutors). We are over extended on operating expenses but predict to end the year with a balance of just over \$200,000.

**E. Mildred Street Project**

**Silvia Barajas** reported that on April 16 the City held an open house here on campus to discuss the bike lanes the City plans on adding on Mildred Street which would reduce the number of driving lanes. Approximately 20-25 people were in attendance and included community members from Lakeside Landing and merchants from James Center. Lakeside Landing approves of the project but merchants from James Center are concerned about access to the stores. The City assured them that wouldn't happen. Discussion was held on the impact on the Pierce Transit location and the backup of traffic on Mildred. Students also voiced concerns. The City has received a grant to go ahead and construction will begin in July with completion in December.

**F. Legislative Report**

**President Transue** reported that the Legislature will be back in special session on May 13. (It finished its 105 day session without approving the important transportation budget or a state operating and capital budget.) The House and Senate are very far apart. They disagree mostly on taxes.

A key to budget development is the Supreme Court order through the McCleary decision that the legislature must fully fund basic education in K-12 by 2018. The total bill is estimated at about \$4.5 billion – Both the Senate and House want to make at least a \$1 billion down payment in the budget for 2013-15.

The House and Senate have taken different approaches to balancing the budget. The Democratic House majority is willing to raise taxes while the more conservative Senate coalition of 23 Republicans and 2 Democrats will not increase taxes.

The House budget raises \$900 million by extending expiring tax hikes and eliminating some tax exemptions – The Senate budget includes no new tax revenue. It relies on spending cuts, fund transfers and government efficiencies.

Tough negotiations are needed to reach a budget deal during the maximum 30-day special session. The difficulty with a special session is that legislators can revive bills that failed during the regular session. They could get side tracked on many issues – instead of focusing on the critical issues of passing the state Operating and Transportation budgets. We hope to come out with the restoration of the 3% pay cut of the classified staff.

**VIII. REPORTS**

**1. Administrative Report**

**President Transue** mentioned the following:

- Dr. Tod Treat was hired as our new Executive Vice President of Instruction and Student Affairs. He will officially start on July 1. He has been invited to the June 27 Board retreat and might attend if he has arrived in the area by then.

- Each year, in connection with Earth Day on April 22<sup>nd</sup>, the Point Defiance Zoo and Aquarium recognizes organizations whose policies and activities contribute to sustainability and to mitigating climate change. They call this the "Polar Bear Award." This year, TCC is one of the four organizations receiving this award. Some of the projects for which we received this recognition include our fleet of electric vehicles, our electric vehicle charging stations, our solar panels on the Science and Engineering building, our LEED Gold Early Learning Center, our LEED Gold Harned Center for Health Careers, and our recycling efforts. In addition to the award itself, we will be invited to "Breakfast with the Bears" where ten people from TCC will attend a special breakfast and see the polar bears. President Transue showed the Board the award we received.
- We selected Pierce County Councilmember Connie Ladenburg as our 2013 Distinguished Alumnus. She said she was very honored to receive this award. Connie has an amazing community service background and she earned 92 credits while attending TCC. We will be having our annual Distinguished Alumnus and Honorary Degree dinner on May 28 beginning at 6:30.
- President Transue recently attended the American Association of Community Colleges Convention in San Francisco.
- The Tacoma Community House Luncheon on April 5 was very inspiring.
- The President hosted her annual reception for Classified and Professional staff on April 11. This year it was held in the Art Gallery and had a wonderful turnout of employees, over 80 individuals that included trustee Liz Dunbar and Foundation Board Chair Pat Shuman and members Wade Neal and Jeanette Lunceford.
- We held our 6<sup>th</sup> annual Athletic Hall of Fame Auction and Dinner on April 13 and raised much-needed funds for athletic scholarships.
- Our Spring Professional Development Day was held on April 19 during which the President gave her state-of-the-college remarks.
- We signed a new MOU with the University of Kitakyushu. For the past five years, 250 Japanese students from the University of Kitakyushu have participated in this program, and now we have an agreement allowing our students to go there to study.
- Simba Change has been selected to receive a Jack Kent Cooke Foundation Undergraduate Transfer Scholarship. He is one of 73 scholars selected from around the country to receive the award this year. The scholarship will pay up to \$30,000 per year and is the largest private scholarship for community college transfer students in the country.
- Members of our Phi Theta Kappa club went to San Jose to the national/international convention where they were awarded a top three in the nation award for their project based on the water dispute between Mexico and the US.
- President Transue recognized WCCW faculty member Ed Tharp who won the Teacher of the Year Award from the Washington Correctional Education Association along with five other instructors throughout the state. He was also elected Secretary of the Board for the Washington Correctional Education Association.
- Our Fresh Start program has been named a recipient of a 2012 Washington Achievement Award for Language Art and received its award on May 2 at a Tacoma Public Schools Board meeting.
- On April 16 we had 166 sixth graders from the Bethel School District here for a tour and presentation.
- Our Outreach office hosted the first of three annual Ways2Pay4College sessions. Over 100 people attended the workshops including: Paying for College, TCC Foundation Scholarships, How to Write a Great Application Essay, and more. Also offered for the second year in a row was free tax prep help in a partnership between TCC and the Pierce County Asset Building Coalition and IRS. The TCC Foundation provided support for the event.
- Copies of our spring 2013 *TCC Magazine* were provided to the Board.

- A viewpoint article in *The News Tribune* was provided to the Board about science, technology, engineering and math training being a solid investment for the state.
- The President reminded the Board of the upcoming and final events for the year:
  - Ellen Pinto Interviews on May 15 from 3:30-5:00, Board Room.
  - Student Awards Ceremony, May 21, 6:00-8:00, Student Center
  - The Distinguished Alumnus/Honorary Degree Recognition Dinner is on May 28, 6:30-8:00 in the Student Center.
  - Our Retirees Reception is scheduled for June 4 from 2:30-4:00, Student Center.
  - The Multicultural Advisory Council meeting is June 5.
  - The Pierce County Coordinating Council breakfast meeting at Clover Park is on June 6.
  - Commencement is on June 15, 10:00-12:00, Tacoma Convention and Trade Center.
  - The board retreat is on June 27 at the Tacoma Yacht Club.

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

- Dave acknowledged the hard work of faculty and students.
- He thanked John Kellermeier, Ken Fox and the other instructors for the fine work they are doing to increase student completion and success.
- The Union is very engaged. There has been a lot of hiring and that is good news.
- He is impressed with the selection of our new Executive Vice President of Academic and Student Affairs. He expressed his appreciation for President Transue and how she lead the interview process.
- We are in the process of hiring a counselor.
- The AFT Washington Conference was held this last week end and the keynote speaker was Governor Inslee who spoke about the importance of higher education and how community colleges are part of the engine of economic recovery.
- Dave discussed the importance of technology tools. As we serve more students, it is important to provide faculty with the right technological tools with which to teach. He suggested that as we invest in new computers, we need to give a thorough look at the technology we are purchasing to make sure it fits well with the software and platforms we are using.
- Dave looks forward to the next legislative session. He thanked Trustee Dennis and the Legislative Task Force for their efforts. He feels the Task Force is very informative and he feels a sense of involvement with them.
- Dave read a letter from a student expressing appreciation for our Financial Aid Department.

**3. Classified Staff Report— No report.**

**4. Associated Students Report – Simba Change, Student Body Vice President, reported:**

- Simba highlighted two recent student events:
  - Students hosted the viewing of the documentary, “The Revolutionary,” by Sidney Rittenberg who attended and then participated in a question and answer period after the film.
  - The students hosted Secretary of State Kim Wyman.

**5. TCC Foundation Report – Pat Shuman, President of the Foundation, reported:**

- The Foundation was able to raise approximately \$50,000 from the Rotary 8 Fund-a-Need auction item. The money will go towards the Simulation Man 3 in the Harned Center for Health Careers. Several people were instrumental in making this happen: Foundation Director Bill Ryberg, Nursing instructor Fred Howard, Dean Krista Fox, and Trustee Liz Dunbar.
- The Wine Classic will be held May 18 and we have a lot of exciting and unique auction items, many of which were provided by TCC faculty and staff.
- Another “Meet the President” reception will be held on June 5 at the home of Foundation Director Dorothy Lewis and one will be held in August at the home of Foundation Director Bob Draggoo.
- On June 26 the Foundation will hold its first “President’s Circle” reception in the Art Gallery for donors who have given \$1,000 or more. BNY Mellon is sponsoring it.
- June 1 is Alumni Night at Cheney Stadium.
- She remarked that Bill Ryberg has done an outstanding job this year for the Foundation.

**IX. PUBLIC COMMENT/REMARKS**

None.

**X. EXECUTIVE SESSION**

At 6:55 p.m. Chair Wright announced that the Board would adjourn into Executive Session for approximately 30 minutes for consultation with legal counsel regarding agency litigation. No action was expected to be taken as a result of the Executive Session.

At 7:29 p.m. the Board reconvened to open public meeting.

**XI. ADJOURNMENT**

There being no further business, the meeting was adjourned at 7:30 p.m.