

**Tacoma Community College
Board of Trustees Regular Meeting
February 19, 2014, 4:00 p.m.
Tacoma Community College
Building 12 ~ College Room**

MINUTES

Board Members

Chad Wright, Chair
Liz Dunbar, Vice Chair
Don Dennis
Bob Ryan
Gretchen Adams

Administration/Faculty/Staff/Guests

Pamela Transue	Pat Shuman
Tod Treat	Anne Shaw, AAG
Silvia Barajas	Bill Ryberg
Angela Wheeler	Meg Estep Woolf
Jeanette Smith-Peronne	David Endicott
Mike Flodin	Clint Steele
Janine Mott	Kelley Sadler
Shawn Jennison	Paula Sheldon
Charlie Crawford	Rachel Payne
Steve Ashpole	Krista Fox
Erin Hoiland	Victoria Ichungwa
Mary Ann Brummond	Barb Peterson
Val Robertson	Matt Lane
Kim Matison	Kim Ward
Victor Lara	Jason Prenovost
Mecca Salahuddin	Elizabeth Hyun
Vanessa Arpin	Stacey Romero
Rosemary Starling	Amy Murphy
Kent Tse	Sean VanDommelen
Elizabeth Turnbow	Thornton Olberg
Pamela Carl	Brett Clubbe
JoAnn Yoshimoto	Judy Colarusso
Cathie Bitz	

I. CALL TO ORDER

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

II. General Matters

A. Changes/Approval of Agenda

Chair Wright announced that the action item to approve for study the American Honors program will be removed from the agenda and that Pat Shuman and JoAnn Yoshimoto will be presenting the Alford Group Campaign Readiness Assessment report.

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

B. Approval of Minutes for the January 15 Regular Meeting.

MOTION: Upon a motion by Board member **Ryan**, the board unanimously approved the minutes of the January 15 Regular Meeting.

C. Introductions –

Tod Treat, Executive Vice President of Academic and Student Affairs, introduced **Jason Prenovost** who was recently hired as the new Athletic Director.

C. Correspondence - None.

D. Board Report

- Trustee Dunbar attended the Board retreat on January 31 and stated that it was a good session with in-depth discussions and information. She appreciates the work staff put into it. She also attended the Board retreat, the Reach Higher Fundraising Luncheon and the TACTC conference.
- Trustee Adams attended the TACTC new trustee orientation, conference and Board retreat. She also attended the fundraising luncheon and felt it was a huge success with a great deal of excitement. She particularly appreciated the comments by keynote speaker James Curtis.

- Trustee Dennis attended the TACTC conference and the Board retreat. He also attended the Gig Harbor Rotary meeting where Tod Treat gave a good presentation that was well received. He and Shawn Jennison met in Olympia with the new Gig Harbor legislator.
- Trustee Ryan attended the Board retreat.
- Chair Wright attended the Board retreat and the fundraising luncheon.

President Transue announced that the order of reports to the Board will be alternating each month so that each division has an opportunity to report out earlier in the meeting.

III. PRESENTATIONS

Student Voice

Kim Matison, Director of Financial Services, introduced Civil Engineering student **Victor Lara** who is here for a transfer degree. Victor briefly shared his background, how he came to TCC, the positive experience he has had here, and his plans for the future.

IV. ACTION ITEMS –

A. Approve: Student Proposal for Health & Wellness Center COP

MOTION: Upon a motion by Board member **Dunbar**, the Board unanimously approved the student proposal for the Health & Wellness Center.

B. Approve: Foundation/TCC Quid Pro Quo Agreement

MOTION: Upon a motion by Board member **Ryan**, the Board unanimously approved the TCC/Foundation Quid Pro Quo Agreement.

V. NON-ACTION ITEMS

A. Alford Group: Campaign Readiness Assessment

Pat Shuman President of the Foundation, introduced **JoAnn Yoshimoto** of the Alford Group who reported on the Foundation campaign readiness assessment report. The Alford Group was hired last June to conduct this study and brought it before the Foundation Board at its January meeting. After hearing the report, the Foundation Board believes in concept that we should move ahead with the campaign, but it also agreed with the Alford Group that we aren't ready yet and need to get prepared. A lot of preparation work will need to be done in order to embark on this campaign. There are two major recommendations:

1. Develop a compelling case for support.
2. Deepen the donor experience through relationship building.

We have to start with broad community support. The more we can deepen the support of donors, the better position we will be in to begin a campaign. There are major pieces we are doing well such as the President's Circle, but involving executive staff, Trustees, and Foundation Board members and staff will provide the best return to us in the long run.

Some specific recommendations she gave:

1. Develop a culture of philanthropy.
2. Continually educate faculty about the Foundation's work.
3. Trustees play a role as leaders and are recognized in the community; their role as ambassadors is sometimes overlooked.
4. Equip Trustees, faculty, staff, and students with key messages that all can use when out in the community.
5. Deepen the level of knowledge of TCC's excellence. Let people know.
6. Bring people to TCC. Identify community members to tour the campus or provide them with executive briefings and information about special events.

Trustee Dunbar commented that she appreciates the thoroughness of the report and the very detailed focus and recommendations that came from it.

B. Cyber Security Grant

Tod Treat and **Jeanette Smith-Perrone**, Program Chair of Networking and Cyber Security explained the grant recently submitted to the National Science Foundation for the CyberCorps®: Scholarships For Service program. If funded, TCC's proposed project, "Expanding Capacity to Train Cybersecurity Professionals," will provide returning veterans and qualified IT workers living in Washington State with an opportunity for an accelerated pathway to cybersecurity employment.

Jeanette provided a history of the program and how it teaches team dynamics. She mentioned the program prepares for careers in network administration and technical support for both traditional and wireless networks. She mentioned the need for full-time faculty and lab assistants.

C. Pathway to Completion: Gateways

Kelley Sadler Program Director of Institutional Research (IR), reported that the successful course completion dashboard is an interactive dashboard of all classes offered within each program. (This replaced the lower course completion list where IR was identifying the gatekeeper courses and their relative successful completion rates.) We now call these classes "gateway" classes. Students need to go through these gateway courses successfully to move on to the next step.

The dashboard is designed to get the individual course success rates into the hands of those that are effectively making curriculum and other changes. Rather than updating a list through IR each time a curriculum change is made, the courses are automatically pulled in and reported.

Kelley gave a power point presentation which detailed how faculty and administrators can use the interactive dashboard. The dashboard is on the portal inside the program reviews and also inside the institutional research portion. Faculty like the fact that it helps them access information and data quickly. Tod mentioned that two important aspects of this are that the data we provide is linked to the strategic plan, and that it provides reflexivity.

Kelley stated that next we will be looking at those students who are completing successfully and how many are going on to other institutions.

D. Mid-Year Financial Report

Silvia Barajas, Vice President of Administrative Services, went over the 2013-14 mid-year financial report. In operating resources, we are coming in at about \$5.7M more than our original budget. Under expenses, because of the influx of students and the need to hire more adjunct faculty and hourly help, as well as create more accommodations, we are paying out about \$2.5M more than budgeted. Goods and services, leases, etc. are within budget.

At end of year and after operating expenses are taken out, we expect to put \$3.3M into reserves, similar to last year.

Trustee Dunbar asked for an update on the Harned Center for Health Careers and the Campus Commons. The Harned Center is expected to be at substantial completion by the end of June and the artwork should arrive in time for the opening on Sept. 4. The Campus Commons has been delayed a bit. The goal is to have it completed and walkways open before the accreditation visit in mid March.

E. Legislative Report

Some of the points **President Transue** made regarding the legislature:

- The legislature is expected to conclude March 13.
- The biggest issues are approval of the transportation package (which included an 11 cent per gallon gas tax) and funding for the K-12 McCleary decision.
- The Dream Act (now named "Real Hope Act") passed. We might have a few students attend the signing by the Governor.
- There are a number of Veterans' bills that would provide academic credit for service members who completed military training.
- A bill passed the House allowing colleges to offer credit courses leading to an Associates Degree in the state prison system. However, there is no additional funding for the Department of Corrections and that might prove to be problematic for us.
- Yesterday was the cutoff for bills to pass through the house of origin. Several higher education-related bills died such as providing two separate unions for faculty, one for part-time faculty and one for full-time faculty; and expanding College in the High School to 10th graders.

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

- The second annual Reach Higher Fundraising Luncheon was a great success, raising \$58,000 so far with more donations still coming in. All expenses were covered by the sponsors. Pat thanked Bill Ryberg and the Foundation staff for the excellent job they did in putting this on.
- The Tacoma Wine Classic is coming up on May 17. This year it will be held in the gymnasium (athletic center) and will be a different format. In order for guests to mingle more, there will not be a formal sit-down dinner. We will serve tapas (appetizers) and wine and tickets will be \$150 per person. Pat asked the Trustees to help with auction items, especially personal type items such as hosting an event of some type. She also asked Trustees to let her or Bill Ryberg know if they have any suggestions for potential sponsors.

B. Administrative Report

President Transue reported on the following:

1. Trustee Gretchen Adams was selected to receive the 2014 Girl Scouts Women of Distinction Award. A luncheon honoring the recipients is being held on April 23 at the Hotel Murano and TCC will have a table reserved.
2. TACTC's New Trustee Orientation was held on Sunday, January 19, and President Transue attended with Trustee Adams. Afterwards the President and several of the Trustees attended the Transforming Lives dinner at which our former student, Jeffery Ray, was one of the five recipients of this award.
3. President Transue commented on the success of the Reach Higher fundraising luncheon on February 6.
4. Mary Chikwinya had her picture in *The News Tribune* twice. One was of her raising the 12th man flag on campus prior to the Seahawks/San Francisco game. The picture also included James Newman, Director of International Services, and his two sons who arrived with all the other children from the Early Learning Center to participate in the flag raising event. There was also a picture of her in the paper when she attended the Foundation for Tacoma Students Graduate Tacoma event.
5. The President reminded the Board that the March 12 Board meeting will begin at 2:45 so we can hold an executive session for three tenure interviews. The regular portion of the meeting will begin as usual at 4:00. We also have the Multicultural Advisory Council breakfast meeting on March 5 and Pierce County Coordinating Council at Pierce College Puyallup on March 6.

C. Faculty Report- Dave Howard, Faculty Union Representative, was unable to attend due to illness.

D. Classified Staff Report— Angie Wheeler, Classified Staff President, reported on the following:

- Breakaway on May 2 at Rainiers Stadium Cheney.
- Classified staff put out an email regarding the Dragon Boat Race on April 26.
- Classified staff are wearing green t-shirts on Wednesdays to encourage Classified staff to become more involved.
- There has been a movement on campus regarding contract negotiations for Exempt Staff and the labor union.

E. Associated Students Report – Jen Nagy, Student Body President, was unable to attend.

VII. PUBLIC COMMENTS/REMARKS –

Vanessa Arpin and Elizabeth Turnbull from the Washington Federation of State Employees presented to the Board a petition with supporting signatures. The verbiage on the petition stated:

“We need a fair contract now!

Dear President Transue and Board of Trustees,

We the undersigned respectfully request that exempt employees, currently in contract negotiations, be granted the same rights and respect given to other campus workers. We support a fair contract. We demand the Tacoma Community College exempt employee contract be finalized quickly, respectfully and fairly!

Tacoma Community College is a great place to work and learn, and together we can continue to provide the best education for our students.”

Vanessa stated that it has been two years since they began contract negotiations for Exempt staff at TCC and their request is that Exempt employees be given the same opportunities as others on campus such as seniority, longevity, and just cause. They go back to the negotiating table on Friday and wanted the Trustees and President to understand what they are trying to accomplish.

VIII. EXECUTIVE SESSION

At 5:50 p.m. Chair Wright announced that the Board would adjourn into Executive Session for approximately 15 minutes for consultation with legal counsel regarding agency enforcement actions. No action was expected to be taken as a result of the Executive Session.

At 6:02 p.m. the Board reconvened to open public meeting.

IX. ADJOURNMENT

There being no further business, the meeting was adjourned at 6:03 p.m.

Chad Wright, Chair