

**Tacoma Community College
Board of Trustees Regular Meeting
December 11, 2019 4:00 p.m.
College Board Room, Building 12**

MINUTES

Board Members

Liz Dunbar
Bob Ryan
Pat Shuman

Administration/Faculty/Staff/Guests

Ivan Harrell	Char Gore
Bill Ryberg	Jennifer Fountain
Angelique Odom	Patrick Brown
Rick Brady	Marissa Schlesinger
Will Howard	Katie Gulliford
Stephen Smith	Judy Loveless-Morris
Analea Brauburger	Karyssa Mathison
Tony Kaburu	John Falskow
Tamyra Houser	Chris Soran
Sarah Van Wyhe	Patti Hermoso
Mike Van Whye	Candice Watkins
Christi Rose	Jennifer Snoek-Brown
Dolores Haugen	Dale Coleman
Dave Howard	Olga Inglebritson
Julie Benson	Kelley Sadler
Sarah Lewandowski-Noble	Shawn Harlacher
Jason Hindman	Sean Arent
Daisy Compton	Joy Legalam
David O'Neil	David Fischer
Nina Osberg	Nicole Davis

I. CALL TO ORDER

Board Chair Dunbar called the meeting to order at 4:05 p.m.

Additional Comments by Chair Dunbar: Please sign in for public comment. This will be at the end and each person will have 3 minutes. Dr. Harrell will keep time for each person with a warning for one minute left and also 30 seconds.

- Remember the board will not respond to public comment but will take note and listen.
- Change to agenda: James Newman's presentation on Denmark will be moved to the January 8th, 2020 meeting.
- The Governor has appointed our new Trustee. We are very excited to welcome Dona Ponepinto to the Board of Trustees. Due to previous commitments, she will be unable to attend today.

II. General Matters

A. Changes/Approval of Agenda

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

B. Approval of Minutes from Special Session on November 20, 2019

MOTION: Upon a motion by Board member **Bob Ryan** and seconded by Trustee **Pat Shuman**, the Board unanimously approved the minutes for the October, 2019 Special Session.

C. Approval of Minutes from Regular Board Meeting on October 9, 2019

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

D. Introductions and New Hires

Board Chair **Dunbar** introduced **Vice President Judy Loveless-Morris**, who introduced Natalie Boes, the new Executive Assistant within the office of Equity, Diversity, and Inclusion.

Board Chair **Dunbar** introduced **Director Christina Nakada-Alm**, who introduced Christy Rose, the new Outreach and Recruitment Specialist.

Board Chair **Dunbar** introduced **Vice President Bill Ryberg**, who introduced Andre Jimenez, the Foundation Operations & Database Coordinator.

E. Correspondence

President Ivan Harrell

- Evaluation from Dean Katie Gulliford- Shannon Rivera in MESSA Program. Named director of the year.
- Letter read: Nov. 22nd from Metro parks from Shon Silvia
- Letter read: Dec. 6th Robert and Celia Warren – referenced potential Heidelberg complex.

F. Board Report

Trustees shared the events they attended this past month:

- Chair **Dunbar**:
 - November Special Board Meeting
 - November Regular Board Meeting
 - Met with Pat and Ivan regarding new trustee orientation.
 - PCCC Legislative Breakfast
 - TCC's Legislative Council. Arlen Harris from SBCTC was able to attend in person to give a preview of what to expect during the session.
- Vice Chair **Bernstein**:
 - November Special Board Meeting
 - November Regular Board Meeting
- Board Member **Ryan**:
 - November Special Board Meeting
 - November Regular Board Meeting
 - Presentation regarding proposal for student trustee position
 - PCCC Legislative Breakfast
 - SBCTC
- Board Member **Shuman**:
 - November Special Board Meeting
 - November Regular Board Meeting
 - Met with Liz and Ivan regarding orientation plans for new trustee
 - Wrap up meeting with Jaqueline and Charlie at Primo Grill regarding the auction.
 - PCCC Legislative Breakfast
 - Continue working on ACCT trustee orientation project.

III. PRESENTATIONS

A. Accreditation Update

Analea Brauburger

- Analea is TCC's accreditation liaison and chair for the Institutional Effectiveness Committee (IEC).
- There are new standards for accreditation set by NWCCU, but they are not yet on the website.

- Reviewed the time line leading up to the Spring 2021 7-year visit. The hope is to our final draft of the accreditation report ready in October 2020, several months prior to the visit to allow for multiple reviews.
- NWCCU standards changed from 5 to 2 standards: 1: student success and intuitional mission and effectiveness, and 2: governance, resources and capacity.
- Financial Resources: NWCCU no longer requires the artificial 9-month audit timeline. We can now use our preferred timeline and provide justification/information for the timeline.
- IEC changes: Canvas will now be used to document all information and have added oversight committee to the IEC.
- Moving forward, IEC and the Leadership Team will work to send out monthly accreditation update emails. These will include an opportunity for everyone to contribute how their work may be related to accreditation outcomes.
- Questions: Bob- Will IEC be able to present a progress report to the Board once the accreditation drafts are complete (schedule projects this for Winter 2020)? – Analea: I will present when needed and Dr. H will provide update throughout the process.

B. Program Update: OER:

Candice Watkins/Chris Soran

- Open Educational Resources or OER are free and openly licensed learning resources, which mitigate barriers for students that can be caused by high cost materials and textbooks. Also allows for more flexibility from faculty regarding outcomes and instruction.
- Between 2012 and 2018, TCC has reported the highest savings for its students in the state.
- OER steering group encompasses voices from various departments like the library, eLearning and many others.
- Savings have continued to increase over the years. Additionally, students can access these materials right away rather than waiting for a paycheck which could put them behind in their course work.
- OER is great for student retention and helps them keep their momentum.
- The OER steering group is collaborating with ASTCC leaders to create a student toolkit for textbook affordability and OER resources.
- Goals for 19-20: showcasing faculty and their great work, working with student govt. to explore OER print on demand options, improve textbook adoption process.
- Question: Pat- Are there courses that do not work with OER? – Chris: some do not if they are very specific but they could be supplemented with OER materials. Candice: this can also be paired with library resources as well.

IV. ACTION ITEMS

A. IT Networking – Information Systems and Technology BAS (2nd Read)

Char Gore

MOTION: Upon motion by Trustee Bob Ryan and second by Pat Shuman to accept the 2nd review. The Board unanimously approved the second read of the IT Networking- Information Systems and Technology BAS

- Ivan Harrell: it will still need to go to NWCCU and will need to go through the budget process at TCC.
- Question: Bob - What kind of student enrollment are you potentially anticipating? – Char: enrollment would be capped at 20 due to the size of rooms and resources.

B. Strategic Plan - (2nd Read)

Ivan Harrell

MOTION: Upon motion by Trustee Pat Shuman and 2nd by Bob Ryan to adopt the 2nd read. The Board unanimously approved the second read of the 2020-2025 Strategic Plan.

- Updates for the second read: metrics were added for tracking each core theme. Board would continue to give yearly updates on these core themes and will provide quarterly updates on the actions. Each department will write to the plan so there will be many actions that will be added along with metrics.
- Comments
 - Bob: metrics give us the opportunity to focus on specific things.
 - Liz: this structure allows for accountability, as there are metrics along with “ownership” for each area.
 - Ivan: In January, we will begin moving toward action items and official rollout of the plan in February.

V. NON-ACTION ITEMS

A. Economic Modeling SI Study (EMSI)

Charles Santos & Sterling Smith

- Conference Call, Power point & handout
- Earnings and return of investment – looking specifically at the difference between earnings when considering different levels of education.
- Industry and occupation in the region will be reviewed in the report to see what TCC contributes to the local GDP or GRP.
 - Question: Liz-The number of total jobs listed in the presentation seems very high and would like to understand what this number is reflecting (living Pierce County/working in Pierce County? Living somewhere else and commuting in?).
- Results of economic impact to the region – The 4175 jobs listed is not a specific reflection of students employed in the region but a representation of what the 311.6 million equates to in jobs.
- **Economic Impact Analysis:** used counterfactuals to obtain a net impact. Amounts listed in presentation are based on yearly numbers.
 - Operations spending impact
 - Student spending impacts
 - alumni impact
 - Total Impact: this is impacts on industry broken down based on type of industry.
- **Investment Analysis:** this shows the different levels of investment and benefit to three groups. All are measured in the span of the working life of the student (average age of student body and calculate out over life time taking into account variables of unemployment, retirement, etc.)- These are based on the amount of students served during 2017-2018 over the life course.
 - Student Perspective
 - Tax Payer Perspective
 - Social perspective
- **Next Steps: ways to use this information**
 - Legislature
 - Foundation funding
 - Proposals, grants, and strategic planning

B. BOT Winter Retreat

Liz Dunbar

- The retreat will take place at the Eastside Community Center
- Winter retreat draft agenda presented to board.
- No additions made at this time.

VI. REPORTS

A. Associated Students Report – Tony Mwoga, ASTCC President

- a. Presenting to President Harrell and Trustee Ryan regarding a potential student trustee position.
- b. ICC in fall was very big and planning for winter.
- c. Census advocacy days – trying to inform students on the impact and importance of the information that can be provided.
- d. Welcome week planning.

B. Faculty Report—Dave Howard, Faculty Union Representative

- a. Excited to meet new trustee and expand into the community.
- b. Happy to participate in the accreditation process in IEC.
- c. OER has been a great benefit to students and the quality of the work provided through OER is high quality. Having the resources on campus that help faculty find accessible materials has played a large role in faculty using it within the class.
- d. Negotiated agreement is coming in June so the Faculty Union has been meeting often. Really focusing on EDI initiatives and how best to serve students.
- e. Discussion regarding evaluation processes that are being done at TCC.

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

- a. No report for classified staff

D. Foundation Report – Brandon, TCC Foundation Board

- a. Reach Higher luncheon February 6, 2020

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

- a. First legislative council meeting of the year was held today. Arlen Harris from SBCTC was present to discuss the upcoming session.
- b. Legislative send off at Gig Harbor, Thursday January 9, 2020 at 5:30pm – 7:00pm
- c. Gig Harbor Town Hall hosted by Sen. Emily Randall. Saturday January 11, 2020 at 2:00pm

F. President's Report – Dr. Harrell

- a. Will begin sending his board report after presenting it to the trustees.
- b. Attended WCCW graduation for the Web Development Certificate program. Our hope is that the program will continue. Thank you to all those that supported this great work. Media presence by KOMO and KEXP.
- c. 2020-2021 budget development. Officially will kick off in January – multiple rounds of review and refinement.
- d. All Gender Restrooms – on track to be complete by January 2nd.
- e. Updated Organization chart.
- f. Leadership Team update:
 - i. Joseph Colon has been chosen as the Coordinator of Guided Pathways & Special Assistant to the President
 - ii. Vice President of Student Affairs: the position is now closed and we received 35 applications. Initial review of the candidates from the committee is being conducted. On track to determine a candidate for the position by the end of January.
 - iii. Dean searches: Math, Science & Engineering; Arts, Humanities & Social Sciences – start process in Winter Quarter with candidates chosen by July.
- g. Vacation beginning at 12pm on Friday. – Bill Ryberg will serve as acting president until January 2nd.
- h. Meeting and Events:

- i. Northwest Commission on College & Universities Annual Conference (Seattle, WA)
 - ii. Accreditation Site Visit for the Health Information Management Bachelor's Program
 - iii. Monthly Town Hall (about 150 participants, face-to-face, and online)
 - iv. TCC Foundation Board Meeting
 - v. Meeting with Students and Trustee Ryan regarding a proposal to add a student trustee position.
 - vi. College Spark Site Visit
 - vii. Brian Boyd, Grantmaker Consultants (philanthropic arm of the Weyerhaeuser family)
 - viii. Rotary Club
 - ix. Onboarding for the Board of the Foundation for Tacoma Students
 - x. Public Officials Holiday Reception
 - xi. Leadership Team Holiday Dinner
 - xii. Legislative Council Meeting
- i. Winter celebration is planned for December 12th at 11:30am

VII. PUBLIC COMMENT/REMARKS

- a. **Sean Arent:** graduated from TCC about year and half ago. Oppose potential development of the wetlands in the back 40. This is a living classroom that has supported his advancement and drive to continue with education. With climate change impending this should be considered when deciding to potentially get rid of it. Believe that efforts to restore it could be done in another manner.
- b. **Daisy Compton:** Walk the trail many times. Wants to speak on the voice of the many animals that live in that area. There are many community benefits that it brings. It supports the environmental needs of ecological impact to best support the earth.
- c. **David O'Neil:** graduated from TCC in 1977. Live on Pearl Street and enjoy looking out at the field rather than a parking lot or soccer fields. Different courses have used that area for many years as part of their classes. TCC doesn't need the money that much.
- d. **David Fisher:** the forest area is meant for people and residence to feel connected to the forest environment. Ecological reasons and importance it should not be built over as it is a natural recharge for the area. There are other sites that would be better for the soccer complex like the landfill site. The landfill could support the bleachers and restrooms proposed.
- e. **Nina Osberg:** has large respect for natural land and animals. In Denmark this area would be sanctioned as an area that you could not build on. Tacoma area and the wetland have been an anchor and support system when moved here. Believe that TCC needs to comply with its strategic plan and be stewards of the environment. The soccer fields don't need to be built here. Metro parks needs to come up with a better and more sustainable plan.
- f. **Nicole Davis:** speaking about wetlands. Support what the others who have talked spoken today. With state of emergency on climate change presented we need to look at ways to mitigate climate change. This is done through public resources with trees and the aquafer in the wetlands.
- g. **Mike Van Wyhe:** land behind TCC is one of the reason why they bought their home in the area. The land should be a treasure as it provides for the community. Hopes that his children can share in the community resources around them like TCC and the close forest site.

VIII. EXECUTIVE SESSION

No Executive session was held.

X. ADJOURNMENT

There being no further business, the meeting adjourned at 6:06 p.m.

Liz Dunbar, Chair