

Board of Trustees Retreat
 Friday, June 17, 2016 – 8:00 a.m. – 4:30 p.m.
 Breakfast/Coffee available at 7:30 a.m.
 3017 Ruston Way, Executive Board Room (First Floor)
 Tacoma, WA 98402

AGENDA

8:00 a.m.	Working Breakfast	All
8:30 a.m.	Call to Order	Bob Ryan
8:35 – 10:30 a.m.	<p>Executive Session: Under RCW 42.30.110, an executive session may be held for the purpose of receiving and evaluating complaints against or reviewing the qualifications of an applicant for public employment or reviewing the performance of a public employee; consultation with legal counsel regarding agency enforcement actions or actual or potential agency litigation; considering the sale or acquisition of real estate; and/or reviewing professional negotiations.</p> Performance Evaluation - President	Trustees/President
10:30 – 10:45 a.m.	Board Action as a result of Executive Session	
10:45 – 11:00 a.m.	Break	
11:00 – 11:45 a.m.	Board Evaluation/Review/Assessment/Governance <ul style="list-style-type: none"> ▪ Board Self-Evaluation (pages 2-4) ▪ "Report Card" Review (pages 5-6) ▪ Assessment of Board Goals for 2015-16 (pages 7-8) ▪ Set Board Goals 2016-17 ▪ Trustee Search 	Trustees/President
12:00 – 1:00 p.m.	Working Lunch	
1:00 – 2:00 p.m.	Electronic Board Packets	Judy Colarusso/Clay Krass/Jason Sandusky
2:00 – 2:45 p.m.	Board Evaluation/Review/Assessment/Governance (cont.)	Trustees/President
2:45 – 3:00 p.m.	Break	
3:00 – 3:45 p.m.	2016 PACE Survey Executive Summary (file attached)	President
3:45 – 4:00 p.m.	Board of Trustees Policy Manual (file attached) <ul style="list-style-type: none"> ▪ Review/Revise process ▪ Election of Officers-Sept. to July (manual page 8) ▪ Action by Motion (manual pages 10-11) ▪ College Advisory Groups (manual page 20) 	Trustees/President
4:00-4:30 p.m.	Board Representation/Meetings/Committee Assignments <ul style="list-style-type: none"> ▪ Board Representation (ACT, ACCT, Other) (page 9) ▪ 2017 Board Meeting Calendar (page 10) <ul style="list-style-type: none"> ○ Retreat ○ Strategic Plan ▪ 2016-17 Board Committee Assignments (page 11) <ul style="list-style-type: none"> ○ ACTION ITEM: Approve Board of Trustees Committee Appointments 	Trustees/President
4:30 p.m.	Adjourn	All

**BOARD ACTIVITY REPORT
2015-16**

	Event/Date	Liz Dunbar	Bob Ryan	Don Dennis	Gretchen Adams	James Curtis
TCC	Board meetings					
	Board retreats(2)	2	2	2	1	2
	Special Board Mtgs.(4)	4	4	4	4	4
	Regular Board Mtg.(10)	9	10	10	9	10
	Multicultural Advisory Council Mtgs.(4)	3		4		
	PCCC Mtgs. (3)	3	1	1		
TCC Events:						
	TCC Men of Distinction Celebration					XX
	TCC Athletics Golf Tournament				XX	
	September PDD activities		XX			XX
	Health & Wellness Center Groundbreaking	XX	XX			XX
	Holiday Luncheon		XX	XX		XX
	Men's Summit at TCC					XX
	Present at TCC Paralegal Class					XX
	Boards of TCC Reception	XX	XX		XX	
	April PDD					XX
	TCC Student Awards Ceremony		XX			
	Community Garden Celebration					XX
FOUNDATION	Foundation Board Meetings (4)				4	
	Foundation Board Retreats (2)				2	
Foundation Events:						
	Alumni Rainiers Baseball Game					XX
	Meet & Greet at Foundation Chair home		XX			
	50 th Anniversary Dinner	XX				XX
	Donor/Student Recognition Luncheon				XX	XX
	Reach Higher Luncheon		XX		XX	XX
	Tacoma Wine Classic	XX	XX		XX	
LEGISLATIVE	Legislative Council Meetings (5)	4		5		
	Meetings with legislators		XX	XX		
	Legislative Showcase – ASTCC political forum			XX		XX
	House Higher Education Meeting at TCC		XX	XX		

		Liz Dunbar	Bob Ryan	Don Dennis	Gretchen Adams	James Curtis
COMMUNITY	List events attended:					
	New CEO Tacoma Youth Foundation Reception				XX	
	New UWT Chancellor Pagano				XX	
	Rotary 8 – Rep. Kilmer, Heck				XX	
	Multicare Rock the Foundation Event	XX			XX	
	Children’s Museum Fundraiser	XX				
	Museum of Glass Fundraiser	XX				
	Hilltop Artist Luncheon					XX
	Gig Harbor Chamber Retreat			XX		
	Tacoma School Board Candidates Forum				XX	
	Chamber of Commerce Holiday Reception for Legislators	XX				
	THA Event	XX			XX	
	Stadium H.S. Student of Color – Real Talk					XX
	Tacoma Community House Luncheon	XX	XX			
	Emergency Food Network Fundraiser	XX				
	Goodwill Back to Work Luncheon	XX				
	Palmer’s Scholar Luncheon Presenter					XX
Gig Harbor Issues Forum		XX				
ACT/ACCT	List events attended:					
	ACCT Leadership Congress – Oct.		XX		XX	XX
	ACT Fall Conference & Leg. Mtg.		XX	XX		XX
	ACT New Trustee Orientation					XX
	ACT Transforming Lives Dinner					XX
	ACT Winter Conference		XX	XX		
	ACCT NLS – Feb.					XX
ACCT GLI – April	XX	XX		XX		
OTHER	Senate Hearing Confirmation	XX				XX
	CCID – Hawaii		XX			
	Reception – Bob& Meg Ryan’s Home		XX	XX	XX	

**TACOMA COMMUNITY COLLEGE
BOARD OF TRUSTEES GOALS & OBJECTIVES
2015-16**

"The Board will govern with a style that emphasizes outward vision rather than an internal preoccupation, encouragement of diversity in viewpoints, strategic leadership rather than administrative detail, clear distinction of Board and presidential roles, collective rather than individual decisions, future rather than past or present, and proactive rather than reactive."

1. **STRATEGIC PLAN:** The Board will review progress on the initiatives of the Strategic Plan on a rolling monthly basis.
2. **TCC MISSION:** The Board shall review the vision, culture, student learning outcomes, and performance measures.

TCC VISION: At annual Board retreats, the Trustees will explore future scenarios for the college (trends, demographics, finances, open learning, mobile learning, online, etc.)

3. **TCC BOARD PARTICIPATION:** Each trustee shall participate in Board meetings, committee meetings and the annual retreat to the maximum extent consistent with responsible governance.

- One hundred percent of regularly scheduled Board meetings shall have a quorum.
- Each board member will attend no less than 75% of scheduled board meetings.
- Board members shall serve as active members of at least one Board committee.
- The Board shall annually review their commitment to the concept of governance by policy.
- The board shall actively participate in the areas of legislation, community contacts and fundraising.
- There will be at least one board member present at each graduation ceremony that TCC hosts.
- Board members shall make every effort to attend college-wide and student activities.
- The Board will be actively involved in planning, promoting, and participating in the 50th Anniversary activities and celebration.

4. **EDUCATIONAL ADVOCACY:** The Board shall maintain advocacy for TCC as well as the whole community and technical college system by its members serving on ACT board and committees, the Pierce County Coordinating Council and the Legislative Task Force.
 - Each Board member shall annually attend at least one ACT board meeting or an ACCT conference.
 - Each Board member shall make themselves available to contact legislators on behalf of TCC and/or the community and technical college system as requested.
 - A Board member shall chair the Legislative Task Force.
 - Two Board members shall serve on the Pierce County Coordinating Council.
 - A Board member shall attend each Pierce County Coordinating Council meeting.
 - The Board shall review ACT committee opportunities annually and place as many Board members as practicable on ACT committees.

5. **TCC FOUNDATION:** The Board shall support the goals and objectives of the TCC Foundation.
 - One Trustee shall sit on the Foundation Board.
 - The TCC Board shall receive a report from the Foundation Board at every regularly scheduled Board meeting.
 - One hundred percent of TCC Board members shall participate in fundraising activities of the Foundation.
 - Each TCC Board member will make an annual gift to the Foundation.
 - Each Board member shall participate in at least two Foundation activities.

6. **TCC IMAGE:** The Board shall improve its communications and involvement with business, industry, its stakeholders, and other communities.
 - The Board agrees to be active participants in the marketing and development efforts.
 - At the President's request, the board will make themselves available to attend meetings in the community.
 - Board members will make an effort to identify themselves as members of the TCC board when attending community functions.

7. **DIVERSITY:** The Board shall promote pluralism (diversity) of TCC faculty, staff and student body and inclusion of multi-cultural contributions in curriculum.
 - The Board will monitor recruitment strategies, selection process and retention efforts at a spring Board meeting.
 - The Board will annually review the effectiveness of current policies and ensure that curriculum development incorporates multi-cultural dimensions.
 - The Board fully supports the use of all available tools in the recruitment and retention of faculty, staff and students.
 - The Board will participate in the Multicultural Advisory Council by insuring that a Board member attends a minimum of 80% of the Council meetings.

**ANTICIPATED TRAVEL MEETINGS FOR BOARD OF TRUSTEES
2016-2017**

Meeting	Date	Day	Location	Board Member(s)
ACCT Annual Congress	Oct. 4-8, 2016	Tuesday-Saturday	New Orleans	James Curtis Gretchen Adams
Legislative Action Committee Retreat	November 2016	TBD	SeaTac Area	
ACT Fall Conference	November 2016	TBD	SeaTac Area	
ACT New Trustee Orientation	January 2017	Sunday	Red Lion, Olympia	
ACT Winter Conference and Transforming Lives Award Dinner	January 2017	Sunday-Monday	Red Lion, Olympia	
ACCT National Legislative Conference	February 13-16, 2017	Monday-Thursday	Washington, DC	
ACT Spring Conference	May 2016	TBD	TBD	

Board of Trustees Meeting Schedule 2017

All meetings are scheduled for the 2nd Wednesday of the month to be held in Bldg. #12, Room 120 – College Room, unless otherwise noted

Month	Day	Time	Comments
January 11, 2017	Wednesday	4:00	Board meeting
TBD		8:00 – 5:00	Winter Board Retreat
February 8, 2017	Wednesday	4:00	Board meeting
March 8, 2017	Wednesday	4:00	Board meeting,
March 15, 2017	Wednesday	1:00 – 5:15	Tenure Interviews
April 12, 2017	Wednesday	4:00	Board meeting, Gig Harbor Campus
May 3, 2017	Wednesday	3:30 – 5:00	Ellen Pinto Interviews
May 10, 2017	Wednesday	4:00	Board meeting
June 14, 2017	Wednesday	4:00	Board meeting
TBD		8:00 – 5:00	Summer Board Retreat
July 12, 2017	Wednesday	4:00	Board meeting
August 9, 2017	Wednesday	4:00	Board meeting
September 13, 2017	Wednesday	4:00	Board meeting
October 11, 2017	Wednesday	4:00	Board meeting
November 8, 2017	Wednesday	4:00	Board meeting
December 13, 2017	Wednesday	4:00	Board meeting

TACOMA COMMUNITY COLLEGE
TCC Board Appointments for 2016-17

	2015-16	2016-2017
ACT Legislative Action Committee:	Don Dennis (Primary) James Curtis (Alternate)	_____ _____
TCC Legislative Council:	Don Dennis, Chair Liz Dunbar	_____ _____
TCC Foundation Board:	Gretchen Adams	_____
Pierce County Coordinating Council	Liz Dunbar (Chair, 2016) Bob Ryan Don Dennis	_____ _____ _____
ACCT Voting Delegate:	James Curtis	_____
TCC Art Committee	Liz Dunbar Gretchen Adams	_____ _____ _____
Multicultural Advisory Council	All Trustees	_____