

**Tacoma Community College
Board of Trustees Regular Meeting
November 14, 2012, 4:00 p.m.
Gig Harbor Campus, 3993 Hunt Street,
Gig Harbor, WA**

MINUTES

Board Members

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

Administration/Faculty/Staff/Guests

Pamela Transue	Mary Chikwinya
Tim Stokes	Silvia Barajas
Pat Shuman	Anne Shaw
Evelyn Tompkins	Dave Howard
Janine Mott	EJ Iglesias
Charlie Crawford	Melody Griggs
David Endicott	Elizabeth Hyun
Clint Steele	Scott Marsh
Pat Skiffington	Bonnie Blair
Jonny Buckles	Barbara Hanson
Tracy Clark	Maria Hays
Simba Change	Rachel Payne
Sonya DeLisle	Cathie Bitz

I. CALL TO ORDER

Chair **Wright** called the meeting to order at 4:07 p.m.

II. General Matters

A. Changes/Approval of Agenda

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

B. Approval of Minutes for the October 22, 2012 Regular Meeting.

Dave Howard, Faculty Union Representative, asked that the following changes be made to his report to the Board on October 22:

- Bullet 3: Remove reference to Marilyn Walton and change to Anna Gorman.
- Bullet 6: Change verbiage to read: "He thanked Kim Ward and Val Robertson for their use and acknowledgement of HD101, a class developed and taught by the counseling department, as a key component in their projects."
- Bullet 8: Change verbiage to read: "Dave asked the Board to fully fund Professional Activity Units in order to recruit and retain excellent faculty."

MOTION: Upon a motion by Board member **Dennis**, the board unanimously approved the minutes of the October 22 Regular Meeting as amended.

C. Introductions

Janine Mott, Executive Director of the Gig Harbor Campus, introduced Gig Harbor Campus faculty and staff: **Sonya DeLisle**, Instructor of Anthropology & Sociology; **Melody Griggs**, Student Services; **Pat Skiffington**, Advisor; **Bonnie Blair**, Business Instructor; **Barbara Hanson**, Administrative Assistant; **Tracy Clark**, OA3 Program Support; and **Maria Hays**, English Instructor.

D. Correspondence

None.

E. Board Report

Trustees reported on their activities:

- Trustee Ryan met with Trustee Dennis, Janine Mott, and Pat Shuman to discuss Foundation issues. He has been following up on that.
- Trustee Whang has been communicating with TACTC regarding programs coming out and with ACCT regarding transitions that are happening.
- Trustee Dennis was in the same meeting mentioned above with Trustee Ryan, and he has also had weekly conversations with Rep. Larry Seaquist. He attended the faculty and retirees reception at the home of President Transue.

- Trustee Dunbar has been out of the office a great deal this past month.
- Trustee Wright also went to the President's reception and has been involved with the Foundation.

Trustee Whang mentioned that former Trustee, Senator Derek Kilmer, will be in Washington, DC on Capitol Hill when Trustees Whang, Dunbar and Wright attend the ACCT conference in February.

President Transue mentioned that there were over 100 people at her reception with many new faculty attending along with retirees. There was also a nice representation of Trustees and Foundation Board members.

III. PRESENTATION

Student Voice

Melody Griggs introduced Fresh Start student **Jonny Buckles**. Jonny briefly described her background and stated that it was the Fresh Start Program (and the assistance of Melody Griggs) that helped her get excited about school, a job, and her future.

IV. ACTION ITEMS

None.

V. NON-ACTION ITEMS

A. Pathway to Completion: 1st 15 College Level Credits

Scott Marsh, Director of Institutional Effectiveness, reported on the first 15 credits which are aligned with the Student Achievement Initiative and momentum points.

How do we help students achieve those first 15 college level credits?

1. Acceleration to get them to the college level courses.
2. Provide policies and structures that remove barriers to student success such as Universal Design for Learning, supplemental instruction, curricular innovation, HD101, etc.
3. Services and policies that support students during this critical time.
4. Innovations as specified in our operational plan aligned with the Student Achievement Initiative.

How are we doing? Scott explained three graphs he provided:

- Student Achievement Points (total points achieved): The blue bar shows the first 15 credits and the red bar reflects the total momentum points. Since 2006-07, we have increased in our first 15 credits and in the total credits.
- Points per Student: There is an increase since 2006-07. Scott explained that momentum points are from basic skills testing, developmental education course completion, transition from development education to college level, quantitative math completion, and certificate and degree completion.
- First 15 Credits Points per Student: Scott explained that this data will be used next month when we compare the data with the first 30 credits.

In conclusion, we are noticing a consistent upward trend from our baseline year of 2006-07 to 2011-12, with only one minor fallback in 2010-11.

B. Gig Harbor Campus (GHC) Update

Janine Mott provided handouts including a summary of what is happening at GHC. Among the items she mentioned:

- The Gig Harbor Garden Tour Association donated \$20,000 for Adult Basic Education.
- Assistant Attorney General Anne Shaw and Janine continue to work on the details of the Community Garden that is being proposed on the GHC property. The Board shared continued concerns about such issues as liability and making certain the property is put back to its original state when the community garden is no longer there. Anne is drafting language in the agreement that states that PenMet Parks will assume all liability and will ensure property is put back to original state. Anne will bring back the draft agreement to TCC for informal review and approval prior to taking it to PenMet.
- Outdoor seating has been added and the counter at the front of the office will be ADA compliant.
- A new TCC sign has been placed at the entrance of the campus.
- Public Speaking classes are now being offered and Music 105 (introduction to music) will be offered this winter. Dean David Endicott will be teaching his film-making class.
- Janine provided handouts on GHC's "Aging Smart Network" which includes several workshops for our aging community. This fall was the first time it has been offered and it was very well attended.

- Regarding the need for GHC to expand, President Transue explained that based on the way the State capital budget works and how it assigns points to projects, it will be a very long time before a GHC expansion will be able to move its way up on the State project priority list to be funded. President Transue will ask Silvia Barajas to work on a financing plan for the expansion. We will also need to put together a plan that will involve some private funding (from some local Foundations and private individuals) and somehow combine that with bonds and cost of participation bonds that can be a part of the TCC Foundation effort if the Foundation approves. She stated that, however we choose to raise funds, it is time we begin to focus on this. Trustee Ryan asked about what the cost of an expansion might be, and Silvia will research that.
- Don Dennis has confirmed the annual Legislative Session Kickoff at GHC for Friday, January 11 beginning at 5:30.
- Enrollment for winter quarter is strong and FTEs for this fall are up over last fall.

C. Gig Harbor Completion Pathway

Janine Mott shared some new GHC marketing materials. Included were the rack card that provides basic information and detailed information on GHC Course Offerings. GHC has offered all of the classes needed for an Associates in Arts & Sciences and provided information on how students can achieve that degree with its two-year rotating plan. GHC has a variety of options for evening and day students.

VI. REPORTS

A. Administrative Report

President Transue mentioned the following:

1. President Transue expressed her appreciation for the attendance of Trustees and Foundation Board members for attending her faculty and retirees reception.
2. The President, Trustee Dennis, and Dan Small met with Representatives Jan Angel and Hans Zeiger. They also have meetings scheduled with Representatives Fey, Seaquist, Kirby, Jinkins and Dammeier, as well as Senators Darneille and Carrell. We are currently preparing for the Pierce County Coordinating Council breakfast with Legislators on Dec. 7 that TCC is hosting. Trustee Dennis asked that an opportunity for Trustees to ask questions be added to the agenda.
3. Dan Small is back on campus serving as Special Assistant to the President for Legislative Relations. He is also helping with the archives project.
4. On Oct. 31 the City of Tacoma Urban Planners paid a visit to the Student Senate to update them on the progress of the Mildred Street project which they plan on beginning next spring. The students were very respectful and listened but then asked questions and voiced their concerns about the project. The City indicated they would get answers and communicate back at a later date but we have not heard back from them. Board Chair Wright asked if there are any avenues we have through the permit process to appeal? Assistant Attorney General Anne Shaw stated that she isn't sure but she and Silvia Barajas will look into it and report back.
5. The President has been attending meetings with organizations such as Simpson Kraft and Maritime Industries Manufacturing (a consortium of 40 businesses at the Port) regarding the value of Invista to their organizations. All are having the same issues of not being able to find employees who have basic skills set (basic math, computer skills, communication, etc.).
6. The Veterans Resource Fair on November 9 included representatives from organizations such as the Pierce County AmVets, American Legion, WorkSource Veterans, and Washington State Vets Corps. There were at least 50 veterans who attended, and Valerie Robertson, who spearheaded this event, was very enthusiastic about our first annual Veterans Resource Fair.
7. We received a letter from the College Success Foundation letting us know that to date they have provided to TCC \$164,334 for 64 students.
8. A copy of an opinion piece from *The News Tribune* was provided to the Board about how two year colleges are the number one stimulus tool for higher employment but the rise in tuition is making it more and more difficult for people to attend college and the legislature should restore funds back to the colleges.
9. The December Board meeting agenda will include discussion on the January 24 board retreat. Agenda items have been planned including a review of the Board policy manual and a presentation on future scenarios with regard to trends, demographics, finances, etc.

10. The next MAC meeting is scheduled for Wednesday, November 28.

11. The President reminded the Board that the Holiday Luncheon is scheduled from 11:30-1:00 on Thursday, Dec. 13.

B. Faculty Report- Dave Howard, Faculty Union Representative, expressed his thanks to Janine Mott and her staff for hosting this board meeting and providing a tour of the Gig Harbor Campus. He also thanked Cathie Bitz for her assistance with Board minutes, President Transue for hosting a wonderful reception at her home, and the Board for its efforts in retaining our excellent President, Dr. Transue.

C. Classified Staff Report— Evelyn Tompkins, Chair of the Classified Staff Council:

- Classified Staff recently held a meeting and have another meeting scheduled for December 19. It will be a “suggestion box” meeting with cards for staff to fill out with suggestions on such subjects as a smoke-free campus and the Classified Staff Breakaway agenda. They currently plan on having consultant Robin Rose make a full-day presentation.
- Plans are being made for a late winter or early spring training by Shawn Jennison on social media.

D. Associated Students Report – EJ Iglesias, Student Body President:

- EJ attended the Washington State Legislative Academy hosted by CUSP and the State Board. It included interesting breakout sessions and he enjoyed working with other college leaders.
- He is excited to have Dan Small back to assist with legislative issues and action plans to get students more involved. Trustee Whang mentioned the Pierce County Coordinating Council (PCCC) and asked EJ if the students have anything similar to that. EJ said there isn't, but the students are trying to start a Washington Community & Technical College Student Association through which they will be able to connect with all students. He also said that he has been talking to Pierce County Colleges for a combined student voice. Trustee Whang suggested that EJ mention the PCCC organization to his Pierce County counterparts in case it is something they might consider creating for students. Trustee Dennis asked EJ to bring students to the January 11 Legislative kickoff reception at the Gig Harbor Campus.

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

- The Scholarship reception dinner for donors was a nice success with lots of students and many donors. Jody Matthews and the Foundation staff did a very nice job decorating and designing tables and the program went very quickly. This is an important activity for the Foundation because our donors are able to meet the students for whom they provide scholarships.
- Bill Ryberg and Pat are working on sponsorships for the fundraising luncheon on February 8. We currently have 15 table captains confirmed, but we need 30. Pierce County Sheriff's Spokesperson Ed Troyer has agreed to be the keynote speaker about the importance of college.
- The Foundation has developed an initiative to get to know the campus better. Members of the Foundation have been having one-on-one meetings with various people on campus, discussing issues such as how we can help each other. The meetings have been very productive with good ideas produced on how to work together more effectively.
- More house parties have been scheduled. The February house party will be held at the Gig Harbor Campus. In April, Directors Barry Weled and Sandra Reilley are co-hosting a house party and Director Dorothy Lewis will be hosting in May.
- The Foundation is hosting a holiday reception in the Art Gallery on December 5 from 4:00-6:00 for faculty, staff, and donors.

VII. PUBLIC COMMENTS/REMARKS

None.

VIII. EXECUTIVE SESSION

None.

ADJOURNMENT

There being no further business, the meeting was adjourned at 5:29 p.m.

Chad Wright, Chair