

**Tacoma Community College
Board of Trustees Regular Meeting
February 18, 2015, 4:00 p.m.
Building 12 ~ College Room**

MINUTES

Board Members

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

Administration/Faculty/Staff/Guests

Pamela Transue	Tod Treat
Silvia Barajas	Rick Brady, AAG
Pat Shuman	Beau Jackson
Dave Howard	Angie Wheeler
Dolores Haugen	Janine Mott
James Newman	Shema Hanebutte
Bill Ryberg	Shawn Jennison
Charlie Crawford	Beth Brooks
Krista Fox	Jaleel Brown
Andy Duckworth	Kodi Cumbo
Tina Celentano	Rachel Payne
Janice Stroh	Kim Ward
Val Robertson	Vicky Qi
Victoria Ichungwa	Will Howard
Olga Webstad	Laura Koval
Bruce Simonetti	Sakura Moses
Cathie Bitz	Val Morgan-Krick

I. CALL TO ORDER

Chair Dunbar 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 submitted.

B. Approval of Minutes for the January 14, 2015 Regular Meeting.

MOTION: Upon a motion by Board member **Ryan**, the board unanimously approved the minutes of the January 14 Regular Meeting.

C. Introductions

President Transue detailed the accomplishments of the Spring-Summer 2014 Tahoma Award recipients. She introduced to the Board **Laura Koval, Rachel Payne, and Sakura Moses. Tracy Clark, Cait Flood, Michael Huffman, Elizabeth Russell, and Igor Beschieru** were unable to attend.

Tina Celentano, Educational Planner, introduced **Kodi Cumbo**, Running Start student who scored a perfect SAT test and is a National Merits finalist. Kodi thanked TCC for giving him this opportunity and stated that TCC has provided opportunities to he wouldn't have otherwise had. In response to a question by Trustee Wright, Kodi spoke of his volunteer work in the community.

D. Correspondence

Chair Dunbar announced that Dr. Transue was selected as a recipient of the prestigious *Michael Bennett Lifetime Achievement Award* from the national Phi Theta Kappa organization. Retiring college presidents, campus chief executive officers and state community college directors, nominated by their Phi Theta Kappa chapter, are selected for this award based on outstanding support provided to Phi Theta Kappa.

E. Board Report

- Trustees Dennis and Ryan attended the TACTC Conference in Olympia, President Transue's retirement reception, and the Reach Higher luncheon.
- Trustee Adams attended the TACTC Transforming Lives dinner, the Luncheon, and the retirement reception for President Transue.
- Trustee Wright attended the retirement reception. Chair Dunbar expressed the appreciation of the Board that Mr. Wright continues to remain on the Board until the Governor appoints a new trustee.

- Chair Dunbar attended the TACTC Transforming Lives dinner, the Reach Higher Luncheon, and was emcee at the retirement reception for President Transue.

III. PRESENTATION Student Voice

James Newman introduced International student Qi Yu Meng (Vicki) from China who shared information on her background and told about the wonderful experiences she has had at TCC.

IV. ACTION ITEMS

A. Approve: Stormwater Retention

MOTION: Upon a motion by Board member **Dennis**, the Board unanimously approved the following:

1. Authorizing the college to work with the City of Tacoma to draft language for an easement that includes:
 - Design of the water retention site which will include input from the college, with the college giving final approval of the design;
 - The city will be responsible for the maintenance of the water retention facility and any associated future liability including contamination.
 - Faculty will have access to the site to conduct teaching.
2. Establishment of a campus committee composed of faculty and staff, the Capital Projects Manager, the Director of Facilities and Capital Projects, and the Vice President for Administrative Services to work with the City of Tacoma on a proposed design for consideration by the Board of Trustees in the May/June 2015 timeframe.

V. NON-ACTION ITEMS

A. Pathway to Completion: Key Peninsula Project

Janine Mott, Executive Director of the Gig Harbor Campus (GHC), gave a brief overview of adult education in the Key Peninsula. She is working closely with Kim Ward to make sure that the GHC is aligning its projects with the main campus.

TCC has offered Adult Basic Education (ABE) skills in the Gig Harbor area for many years. It is supported by the Gig Harbor Garden Tour Association, and classes were offered at the Gig Harbor Campus and at the fire station in Home, WA. Enrollment was spotty and classes were very GED-focused. The program was put on hiatus winter quarter 2014 to build capacity and broaden its focus. The ABE department was redesigning curriculum to align with the State's new HS21+ diploma completion change.

TCC received \$3,800 from the Gig Harbor Garden Tour Association to support rental fees at the Red Barn Youth Center, and classes began this spring. The broader focus included preparing students for the GED test, preparing them for college/vocation school placement, increasing job skills, and working towards a high school diploma. As such, enrollment is increasing. TCC is supporting students with laptop computers that they can keep all quarter. There is internet access for each student, and they take students on field trips. Upcoming plans:

- There is need for additional classroom space.
- They will expand back to the Gig Harbor Campus.
- They are exploring an option for a part-time site coordinator position.

Challenges include transportation and child care.

Janine invited the Board to attend an event at the Gig Harbor Campus on April 8 to hear about the ABC Center, Harbor Institute, BizEd, and other topics.

B. ctcLink Go Live Status

Andy Duckworth, ctcLink Project Director, provided an update on the status of ctcLink.

The Go Live date has been delayed and a new date will be decided sometime in March. The current status is:

- Customizations, Extensions, Modifications, Localizations, Interfaces and Reporting (CEMLIs):
 - 232 CEMLIs total.
 - 54% are currently being tested.
 - 3% are done with testing and ready for gold environment.

- o 27% have not yet entered a testing phase.
 - o 16% are transitioning between test phases.
- Training: As of February 18, 152 TCC staff have attended over 3,000 hours of training.
- Re-plan meeting:
 - o College readiness items have been incorporated in project plan.
 - o ctcLink team will be conducting research on Financial Aid impact Feb. 16-Feb 27.
- Upcoming events:
 - o Business process and system familiarity workshops with college, ctcLink and Ciber staff.
 - o Upgraded sandbox.
 - Loaded with latest conversion data.
 - Security roles applied.
 - Gateway and Activate Your Account applications integrated.

C. Mid-Year Financial Report

Silvia Barajas went over the financial report covering the period through Dec. 31. Local revenue is expected to end the year about 3% higher than the adopted budget. We continue to exceed our state enrollment allocation, although there is a slight drop in enrollment. Overall, we are forecasting to have at year end a little over \$1 million in revenue than when we began the year. We are forecasting that we will be under budget about \$1.6M in expenses, most of which comes from salary and benefits from vacant positions. We expect that after adding in operating expenses, we will end the year with a \$2.7M balance.

D. Legislative Report

Shawn Jennison provided the Trustees with a list of the legislative bills to watch and important cut-off dates. January 20 was the first day of the legislative session, February 20 is the policy cut-off date, March 11 is the last day to consider bills in the house of origin, and April 26 is the last day allowed for regular session under state constitution. Shawn briefly went over some of the bills and tax proposals made by the Governor. Some highlights:

- Cap the cost of textbooks at \$100.
- Allowing community/technical colleges to provide AA degrees in corrections institutions.
- Expanding access to basic education for adults.
- A Building and S&A waiver for military.
- Expanding College in the High School.
- Dual credit education opportunities.
- Mental health and suicide prevention task force at higher education institutions.

A student rally in Olympia was held and it went very well.

E. Wellness Center Update

Mary Chikwinya and **Beau Jackson** provided a power point update on the Health & Wellness Center plans so far. They showed a schematic of the design and layout which will include new locker rooms, classroom, restrooms, new offices, storage, a new student area with fireplace lounge, fitness center, and an NCAA-rated gym that can be rented out for events for up to 4,200 people. Mary stated that the budget has made it difficult to add a new classroom, but she applauded the students for wanting more instructional space, so the design will include a second classroom. McGranahan Architects will be putting together an RFP to go out. The plans will go to the City for review, and we hope to have a June bond sale so that work can begin work in July. Timeframe for construction is 17 months.

VI. REPORTS

A. Faculty Report—Dave Howard, Faculty Union Representative, reported:

- Dave appreciates Andy Duckworth's work on ctcLink.
- He congratulated Michael Huffman on his Tahoma award. Michael has been a lifelong supporter of TCC, and we are lucky to have him here.
- He is grateful to the Foundation for all their work in raising funds. The Tacoma Community College Federation of Teachers will continue the Tim Keely scholarship.
- He is grateful for the contributions of President Transue and Trustee Chad Wright and is pleased that they will remain involved with TCC through the community. He is looking forward to the arrival of President Ruhland.

B. Classified Staff Report—Angela Wheeler, Chair of the Classified Staff Council, reported:

- Angela regretfully reported that the Classified Staff Council is dwindling.
- Mecca Salahuddin and Jo Munroe have been working with Classified Staff to see what areas they would like professional development/training on.

- The 2015 Classified Staff Breakaway is schedule for April 17 at Cheney Stadium.
- C. Associated Students Report – Beau Jackson, Student Body President, reported:**
- Artist Richard Hight was on campus on Feb. 10 and did two paintings for the students: one of Rosa Parks and one depicting the diversity of birds. These will be framed and hung in the Student Center and Senate room.
 - A blood drive was held yesterday with 57 students participating for a total of 153 blood products. The next one is scheduled for May 18-19.
 - Tomorrow is the Veterans Recognition Ceremony in the Student Center.
 - A legislative mentor group for students is being formed by Beau and Shawn Jennison.
 - Two vans of students attended the rally in Olympia on Feb. 5 where they were able to meet with some legislative aides.
 - The PB&J project is moving along and making progress. They hope to have a launch of this pilot project during finals week, March 17-20, with different stations located throughout campus.
- D. TCC Foundation Report – Pat Shuman, President of the Foundation, reported:**
- Foundation Director Sandra Reilley has offered to be a Foundation liaison with the PB&J project.
 - Babe Lehrer, a long-standing member of the Foundation Board, passed away. She provided a good deal of support to TCC and its students over the years.
 - The Reach Higher Luncheon was the most successful yet. The initial tally shows that \$118,000 was raised. CHI Franciscan gave a \$50,000 endowed scholarship. The luncheon brought in several four figure donations and one five figure donation.
 - The Foundation's goal is to raise new scholarship money for our students and they are making great progress in that area.
 - The Foundation is preparing to welcome Dr. Ruhland with several receptions. An all-campus reception will be held on March 12 in the Student Center, a donor reception on March 18 in the Art Gallery, and a community leader reception on March 25 in the Harned Center. Chair Dunbar encouraged Trustees to let Pat know if there are groups or individuals that should meet Dr. Ruhland.
- E. Administrative Report - President Transue:**
1. President Transue extended her appreciation to Foundation President Pat Shuman, Directors Mark Lindquist, Dianna Kielian and Bill Ryberg and Foundation staff for everything they did to make the Reach Higher luncheon such a successful event.
 2. On February 4 President Transue met with incoming President Sheila Ruhland to discuss TCC and its future. Dr. Ruhland is looking forward to beginning her work here on March 9.
 3. President Transue addressed the Gig Harbor Rotary.
 4. A meeting with State Farm was held on January 27. Discussions were held on educational opportunities, designing training specifically for their employees, and internships. They are very interested in philanthropy, our Men of Distinction program and Veterans. They will be reviewing potential opportunities for a partnership with us.
 5. TCC is now part of the newly formed South Sound Together Campaign. The group is comprised of 20 CEO's from organizations such as Multicare, Franciscan, Port of Tacoma, UWT, PLU, and United Way. The plan is to market the South Sound as a good place for business and a great place to live. Another aspect of this campaign is forming a Board of Directors made up of the CEOs of these organizations to choose and fund civic projects that highlight the South Sound. This partnership will cost each organization \$30,000 a year and will provide an intense media campaign for the organizations while at the same time marketing our community. Each organization will get 16 front page ads and four quarter-page ads in the course of a year. There will be a launch in an insert in this Sunday's *News Tribune*.
 6. Our 50th anniversary website contains a link where people can share their stories about their experiences at TCC. Dr. Transue read two examples.
 7. TCC received the 2014 Higher Education Seahawks Champions of Sustainability award. The recognition honors organizations that are committed to reducing the global impact of their facilities and campus through energy efficiency, reducing waste, influencing positive changes in behavior, acting as community stewards, and general support the life of our buildings. As part of the award TCC was recognized throughout the November 23 Seahawks game on reader boards, in game day

programs, and throughout the radio broadcast of the game. Silvia Barajas was invited to the game with a pre-game field pass for photo opportunities with other award winners.

8. TCC won the national NCMPR Paragon Award for our Pandora radio series which was narrated by our SOTA Senior students. This is a difficult award to win because the judges are from ad agencies around the country.
9. Copies of two newspaper articles were provided to the Board:
 - *The Peninsula Gateway* wrote an article about a reception and exhibit by artist and TCC faculty member Alice DiCerto at the TCC Gig Harbor Campus. Her exhibit, called "Strong – Portraits and Stories," includes portraits of students alongside an essay chronicling their experiences with bullying. The art will be displayed until March 25.
 - *The News Tribune* had an article about our Running Start student Kodi Cumbo.
10. The March 4 MAC meeting will include Mayor Strickland who will be reporting on diversity issues in the community.
11. President Transue stated that it has been wonderful working with Board. The Board in turn thanked the President for all she has done. Chair Dunbar stated that the reason many of them agreed to serve on the board was because of Dr. Transue.

VII. PUBLIC COMMENT/REMARKS

None.

VIII. EXECUTIVE SESSION

At 5:52 p.m., Chair Dunbar announced that the Board would adjourn into Executive Session for approximately 15 minutes for consultation with legal counsel regarding employee performance. No action was expected to be taken as a result of the Executive Session.

At 6:11 p.m. the Board reconvened to open public meeting.

IX. ADJOURNMENT

There being no further business, the meeting was adjourned at 6:12 p.m.

Liz Dunbar, Chair