

Tacoma Community College
Board of Trustees Regular Meeting
April 8, 2015, 4:00 p.m.
Gig Harbor Campus, 3993 Hunt Street, Gig Harbor, WA

MINUTES

Board Members

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

Administration/Faculty/Staff/Guests

Sheila Ruhland	Tod Treat
Mary Chikwinya	Rick Brady, AAG
Pat Shuman	Dylan O'Connor
Dolores Haugen	Angie Wheeler
Betsy Abts	Janine Mott
Ben Paganelli	Shema Hanebutte
Mike Mixdorf	Shawn Jennison
Kim Peterson	Will Howard
Leigh Sutherland	Mecca Salahuddin
Melissa Titus	Rachel Payne
Bruce Simonetti	Janice Stroh
Victoria Ichungwa	Kelley Sadler
Val Robertson	Elizabeth Hyun
Cathie Bitz	

I. CALL TO ORDER

Chair Dunbar called the meeting to order at 4:01 p.m. and thanked Gig Harbor Campus (GHC) Executive Director Janine Mott and staff for hosting the Board meeting.

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 March 11 Regular Meeting and the March 19 Special Meeting

MOTION: Upon a motion by Board member **Adams**, the Board unanimously approved the minutes of the March 11 Regular Meeting and the March 19 Special Meeting

C. Introductions

Mary Chikwinya introduced Betsy Abts, Dean of Entry and Enrollment Services.

D. Correspondence

None.

E. Board Report

- Trustee Dennis attended the Legislative Connection Committee, the tenure interviews, the campus welcome for President Ruhland, and attended a luncheon with legislators in Olympia with representatives from the other Pierce County Colleges (he thanked Shawn Jennison for his work on this). He and Mary Chikwinya, Dolores Haugen and Janine Mott met with members of the Peninsula School District.
- Trustee Wright mentioned that this is his last official meeting, but he looks forward to watching TCC continue to grow under the leadership of Dr. Ruhland and the Board. He stated that he is available to the College if and when needed.
- Trustee Adams attended the Foundation Board meeting and the legislative luncheon from which she learned a great deal. She enjoyed the tenure interviews and she was reminded of the level of commitment, dedication, and talent that we have at TCC. She also attended the community welcome reception for President Ruhland.
- Trustee Ryan participated in the tenure interviews.
- Chair Dunbar participated in tenure and said that the faculty members interviewed were very impressive. She emceed the community reception for Dr. Ruhland, and along with President Ruhland, attended a roundtable meeting with Congressman Heck. Although the news wasn't very encouraging, she did feel that the Congressman heard and understood the higher education issues brought before him.
- Chair Dunbar announced the appointment of our new trustee, James Curtis. She provided the Board with his background and the Trustees stated that they are very excited to have him.

- Chair Dunbar thanked Trustee Wright for his service and leadership (serving twice as Board Chair). President Ruhland presented him with the commencement medallion that was engraved with his name and years of service. She stated that she has enjoyed her brief time working with him.

**III. PRESENTATION
Student Voice**

Janine Mott introduced ABE faculty members Leigh Sutherland and Kim Peterson who work at the Red Barn Center on Key Peninsula. Kim introduced Melissa Titus who works at the Washington Correctional Center for Women. Melissa provided the Board with her background and stated that she owes TCC and the Red Barn (located next to Key Center) a great deal. The Red Barn Adult Basic Education program helped her after 19 years of giving up on an education. It took a lot of courage, but it has been a wonderful experience and she has now been hired as a teacher. She thanked Kim for her patience and encouragement. She will be getting her AA then plans to get her BA in Criminal Studies. A power point by student Aaron Murphy was then shown. Aaron's presentation, entitled "The Road to Success," details how the ABE courses are helping him reach his educational goals. They have helped him obtain his high school diploma, provided a convenient location to take classes (which are small with less than ten students), and provide one-on-one and after school help.

IV. ACTION ITEMS

A. Approve: 2016-17 Instructional Calendar

MOTION: Upon a motion by Board member **Dennis**, the board unanimously approved the 2016-17 Instructional Calendar.

B. Approve: Faculty Professional Leave Request

MOTION: Upon a motion by Board member **Wright**, the Board unanimously approved the Faculty Professional Leave Request of faculty member **Blaine Hunt** for Winter quarter 2016.

C. Approve: Exceptional Faculty Awards

Prior to the Board meeting, three names were submitted to the Board for the Exceptional Faculty Awards. Although the names were not publicly announced at this meeting because there will be a surprise announcement at the April 24 Professional Development Days, the President recommended that each of the following three faculty members receive the Faculty Excellence Awards with a cash award of \$3,500 each.

Faculty Excellence Awards:

Trung Tran, Sociology
Dr. Dave Howard, Counseling
Ken Fox. Written Communications

MOTION: Upon a motion by Board member **Ryan**, the Board unanimously approved the Exceptional Faculty Award recipients and the award amounts.

V. NON-ACTION ITEMS

A. Pathway to Completion: SENSE Survey 2015

Victoria Ichungwa provided a power point presentation that provided highlights of the SENSE Survey. Six benchmark composites compose the SENSE which focuses on the first three weeks of the initial academic term and offers benchmarks that compare TCC with the 2014 SENSE three-year cohort. TCC was in the top 10% of colleges performing in the cohort.

Tod Treat stated that the six composites help us to look for gaps. Those six composites are:

1. Effective track to college readiness.
2. Engaged learning.
3. Academic and social support network.
4. Early connections.
5. High expectations and aspirations.
6. Clear academic plan and pathway.

We celebrate where we are successful, but the survey also shows areas in which we would like to improve. He identified the current interventions we have implemented (that were begun before the survey results were received) in order to improve the future for our students:

- Career Coach (Academic Pathways).
- SALT – financial literacy tool for students
- Curriculum Committee is initiating degree and certificate review in an effort to explore structured pathways to advance college completion.
- Conduct student focus groups to assure the collection of meaningful information.

We also are looking at the gaps and working with faculty and staff to identify additional interventions.

B. Gig Harbor Campus Update

Janine Mott reported that marketing and outreach activities in the Gig Harbor and Key Peninsula communities have included five presentations to community groups, new posters and fliers for ABE, a media campaign about TCC's presence in the area, and a booth at the Maritime Gig Harbor Festival to take place on June 6. PenMet Parks will be advertising the programs other ways such as mailings to 136,260 households. These plans follow the operational plan with a focus on Continuing Education.

Janine introduced Ben Paganelli who is the Chair of the volunteer community group that put together the Harbor Institute. He shared information on the Harbor Institute which provides opportunities for lifelong intellectual growth for all adults and aims to offer college-level, non-credit academic experiences and to build a community of inquiry and dialogue around issues of social, cultural and historical significance. It strives to provide high quality learning opportunities at reasonable costs, convenient times and locations, with a high level of student satisfaction. So far it has:

- Had a Fall 2014 kick-off celebration.
- 20 classes for the year.
- 149 enrollments to date.
- An Advisory Committee.
- A marketing plan.

C. Spring Enrollment Report

Mary Chikwinya and **Betsy Abts** provided a report on the Winter 2015 enrollment report. In Winter 2015 enrollments decreased; however, TCC continues to be above its annual allocation by 30%+ for both years, 2013-14 and 2014-15. Fresh Start, Running Start, and International student population enrollments have continued to rise from 2013 to present. Spruce, ABE and Worker Training and Reverse Transfer enrollments have seen a decline that would be commensurate with the decline in overall enrollments. The 9% drop in the Veteran population enrollments since 2012 may be due to the discontinuation of one of the Veteran Benefit Programs – Veteran Retraining Assistance Program. Graduation rates are growing, even though our enrollment has been declining.

D. Legislative Report

Shawn Jennison provided the Trustees with an update of the legislative session. Some highlights:

- A direct mail flyer is being sent to the parents of students. We will send another one out in December. He thanked Meg Estep Woolf and Sakura Moses for the great job they did in putting the mailer together.
- We need to gear up our message to the Legislature.
- The House budget is different from Senate. It is heavy with revenue-based taxes and they are looking to raise more money in the form of taxes, as is the Governor. The Senate came back with a trimmed down budget and the House Democrats are calling it a non-sustainable budget.
- We are asking to preserve and fully fund raises.
- We are asking for increased funding for the State Need Grant
- Some concerns:
 - Using college funds for salary increases which would draw funds away from programs.
 - Underfunding employee compensation. The legislature is talking about giving every employee a flat \$1,000 raise which is not a good idea.

April 26 is supposed to be the last day of the regular session, but we don't know if that will happen.

VI. REPORTS

A. Faculty Report—Dave Howard, Faculty Union Representative, was unable to attend, but President Ruhland provided his report:

- He thanked everyone at Gig Harbor for the excellent work they do for the students.
- He congratulated Jeff Calkins on attaining tenure and acknowledged all the great things Jeff does to make GHC a wonderful learning environment.

- B. Classified Staff Report— Angela Wheeler**, Chair of the Classified Staff Council, reported:
- The Classified Staff are requesting more support from the College in providing different types of trainings Classified staff.
 - They are getting ready for the April 17 Classified Staff breakaway at Cheney Stadium.
- C. Associated Students Report** – Beau Jackson was unable to attend, so ASTCC Vice President Dylan O'Connor reported:
- The ASTCC 2015-16 budget will be provided to the Board at the May Board meeting.
 - The PB&J “food for thought” program kicked off during last quarter’s finals, and in four days they provided 830 free sandwiches to students. He thanked Mary Chikwinya and Bill Ryberg for making this happen. The students are discussing making this a line item in their budget next year with possibly adding this during welcome week and a small daily disbursement during the quarter.
- D. TCC Foundation Report – Pat Shuman**, President of the Foundation, reported:
- The Foundation was happy to participate and provide funds for the PB&J program. Several Foundation Directors participated in handing out sandwiches.
 - The Foundation hosted a reception for President Ruhland and about 100 people attended. Having it in the Harned Center was a great location. She stated that many of the attendees had not been on campus before.
 - The Foundation is working with President Ruhland on a 50th anniversary celebratory event on campus that will include three events, one of which will be a dinner/fundraiser that evening.
- E. Administrative Report - President Ruhland:**
- President Ruhland was over at the student center the first week of classes. She thanked the students for the work they do.
 - On March 12 President Ruhland had the pleasure of meeting several faculty and staff at the all-campus welcome reception.
 - She enjoyed the March 25 reception in the Harned Center with community leaders and donors. She looks forward to developing a great relationship with them. The Foundation did a terrific job in making this a special occasion.
 - She and Chair Dunbar attended a roundtable with Congressman Denny Heck and other Pierce County College representatives regarding current issues facing community and technical colleges.
 - She attended the All Washington Academic Team Ceremony with Mary Chikwinya in Olympia where they honored our All USA Academic Team recipients Kaitlin Dewhirst and Nicole Kauer. Kaitlin was selected as a 2015 Coca-Cola Community College Academic Team Bronze Scholar. TCC is sending Kaitlin to the PTK International Convention in San Antonio to receive her award. President Ruhland will also be attending the AACC convention.
 - She attended her first Washington Association of Community & Technical Colleges conference in Olympia this month and had the opportunity to meet many of her peers in the Washington State colleges, as well as the people from the State Board.
 - The third-year candidates that were interviewed for tenure on March 19 were all very inspiring and they really increased her appreciation for being the President of such an impressive group. She enjoyed the process very much and attended the campus reception for the tenure recipients.
 - The day after the interviews, President Ruhland was able to hand deliver the letters of acknowledgment to all the tenure recipients, as well as the first and second year probationers. It was a fun excursion and she enjoyed talking to many faculty and staff. It is her plan to do this every year.
 - We received word that tenure recipient Matthew Mburu was a recipient of the American Institute of CPAs Elijah Watt Sells Award. This award goes to CPA candidates who have obtained a cumulative average score above 95.50 across all four sections of the Uniform CPA examination, passed all four sections of the examination on their first attempt, and completed testing in 2014. Out of 91,384 individuals who took the examination, only 60 received this award.
 - On March 23 she welcomed from the University of Kitakyushu lecturer and Faculty of Foreign Studies Dr. Chiaki Sameshima, Tsuyoshi Mimiya, Deputy Director-General, Professor of Foreign Studies Mr. Rodger Williamson, and Kenichi Kihara, also Professor of Foreign Studies. They presented her with a beautiful picture and frame, after which they discussed our partnership and future opportunities.
 - She met with the Department of Corrections staff and the Gig Harbor staff.
 - She attended the Art Gallery opening which featured beautiful exhibits from many faculty artists.
 - The Distinguished Alumni/Honorary Degree recipient’s dinner won’t be held this year. She explained that we will now recognize the Distinguished Alumni at the Student Awards ceremony and the Honorary Degree recipient at Commencement.
 - On May 7 the Board will conduct its annual Ellen Pinto Scholarship interviews from 3:30-5:00.

VII. PUBLIC COMMENT/REMARKS

None.

VIII. EXECUTIVE SESSION

At 5:25 p.m., Chair Dunbar announced that the Board would adjourn into Executive Session for approximately 10 minutes for consultation with legal counsel regarding potential agency litigation. No action was expected to be taken as a result of the Executive Session.

At 5:44 p.m. the Board reconvened to open public meeting.

IX. ADJOURNMENT

There being no further business, the meeting was adjourned at 5:44 p.m.

Liz Dunbar, Chair