

**Tacoma Community College  
Board of Trustees Regular Meeting  
May 10, 2017, 4:00 p.m.  
College Board Room #120, Building 12**

**MINUTES**

**Board Members**

Bob Ryan, Chair  
Gretchen Adams, Co-Chair  
James Curtis, Trustee  
Liz Dunbar, Trustee

**Administration/Faculty/Staff/Guests**

Kelly Maxfield	James Newman
Barb Peterson	Will Howard
Dolores Haugen	Red Isaacson
Emilie McCauley	Bill Ryberg
Jeff Phelps	Leia Plaza
Michael Janke	Kristina Blake
Elmira Utz	Jessica Ulery
Sarah Lewandowski-Noble	Natalie Wilkerson
Shema Hanebutte	Valerie Robertson
Jaire Winesberry	Marcel Augustin
Betsy Abts	Mary Fox
Char Gore	Julie Benson
Elizabeth Golen-Johnson	Jill Merritt
Pattie Green	Rosemarie Burke
Rick Brady	Mary Chikwinya
Tod Treat	Sonja Morgan
Tomas Ramos	Teresa Ramos
Eric Ballantine	Eric Corp
Dave Howard	Thomas Digiorgio

**I. CALL TO ORDER**

Chair **Ryan** called the meeting to order at 4:00 p.m.

**II. General Matters**

**A. Changes/Approval of Agenda**

**MOTION:** Upon a motion by Board member **Dunbar** the Board unanimously approved the agenda as submitted.

**B. Approval of Minutes:**

**April 5 Regular Board Meeting**

**MOTION:** Upon a motion by Board member **Dunbar** the Board unanimously approved the minutes of the April 5th Regular Board Meeting.

**C. Approval of Minutes:**

**April 21 Special Board Meeting**

**MOTION:** Upon a motion by Board member **Curtis** the Board unanimously approved the minutes of the April 21st Special Board Meeting.

**D. Approval of Minutes:**

**April 27 Special Board Meeting**

**MOTION:** Upon a motion by Board member **Adams** the Board unanimously approved the minutes of the April 27th Special Board Meeting.

**E. Introductions**

Board member **Ryan** introduced **Co-President Bill Ryberg**, who introduced **Jeff Phelps**, new **Interim Director of Finance**. Jeff is a CPA and has extensive higher education experience, having worked as Finance Director of University Relations at Washington State University, Controller with Lewis-Clark State College, and Director at Accounting at Community Colleges of Spokane. Jeff is an alumni of Washington State University.

**Val Robertson, Dean for Student Development**, introduced **Elmira Utz**, the new **Supplemental Instruction Coordinator** in the Student Development Office. Elmira comes to TCC with a BA in Human Services from Western Washington University. She has taught

English in a Japanese exchange program and worked for the Asia Cultural Education Association.

**Will Howard, Campus Security Supervisor**, introduced new public safety officers **Kristina Blake and Michael Janke**. Kristina comes to TCC from Eastern Oregon having worked as a 911 dispatcher, security at Central Oregon Community College, and an officer for Deschutes County Juvenile Community Justice Center. She graduated from Portland State University and is working on her master's degree. Michael (aka Moose) comes from Waterloo, Wisconsin with an extensive background working as an EMT, Firefighter, and Law Officer in Wisconsin, Colorado, and Texas.

**F. Correspondence**

**Mary Chikwinya, Co-President and Vice President for Student Services** read a letter from Achieving the Dream regarding the annual reflection and Leader College Materials. TCC has been extended another year as a participant in the Achieving the Dream program.

**G. Board Report**

Board Member **Dunbar** attended the regular board meeting on April 5<sup>th</sup>, the special board meetings on April 21<sup>st</sup> and 27<sup>th</sup>, the Ellen Pinto board meeting on May 3<sup>rd</sup>, and the special board meeting on May 3<sup>rd</sup>. She participated in the April 21<sup>st</sup> Professional Development/Listening Circles event. She was involved in the SBCTC interviews for the new director in Olympia. Board Member Dunbar also attended numerous community fundraising events in the Tacoma area.

Board Member **Curtis** attended the regular board meeting on April 5<sup>th</sup>, the special board meetings on April 21<sup>st</sup> and 27<sup>th</sup>, the Ellen Pinto board meeting on May 3<sup>rd</sup>, and the special board meeting on May 3<sup>rd</sup>. He participated in the April 21<sup>st</sup> Professional Development/Listening Circles event. Mr. Curtis attended the TCC Pow-Wow event on April 15<sup>th</sup>, watched the Men's Basketball semi-finals and finals games in Everett, was a speaker in Dr. Cho's Sociology classroom, and attended the Prison/Incarceration Conference and Panel on May 1<sup>st</sup> in the Student Center. He also attended the Girl Scouts of America conference.

Board Member **Adams** attended the special board meetings on April 21<sup>st</sup> and 27<sup>th</sup>, the Ellen Pinto board meeting on May 3<sup>rd</sup>, and the special board meeting on May 3<sup>rd</sup>. She participated in the April 21<sup>st</sup> Professional Development/Listening Circles event.

Chair **Ryan** attended the regular board meeting on April 5<sup>th</sup>, the special board meetings on April 21<sup>st</sup> and 27<sup>th</sup>, the Ellen Pinto board meeting on May 3<sup>rd</sup>, and the special board meeting on May 3<sup>rd</sup>. He participated in the April 21<sup>st</sup> Professional Development/Listening Circles event. He met with former state representative Larry Seaquist and attended Tacoma Community House's 107<sup>th</sup> Annual Luncheon on April 19<sup>th</sup>.

**III. PRESENTATION**

**Student Voice – Val Robertson, Dean for Student Development** introduced **Marcel Augustin**, CASA Student, Men of Distinction, and a Student Representative for Equity & Diversity Council, and Student Government member. Also present at the board meeting was **Jaire Winesberry**, former TCC student and employee of the CASA/MECA Student Development Office.

Marcel took a college preparatory class while attending Foss High School and become involved in the High School College Success Program. That introduced him to the Men of Distinction Program. Neither of his parents attended college and he decided that he wanted to enroll. His major is Music and African American Studies. He is interested in performing, teaching, traveling, and sharing his music. He will be auditioning for the music departments at both PLU and UPS in the winter of 2018. His eventual goal is to get his PhD at NYU. When asked by Board Member Curtis what the most important thing a Trustee could do for the Men of Distinction Program, he answered communicate! Introduce yourself and help students create of network of positive and encouraging role models. Marcel has been the featured musician at the City of Tacoma's Martin Luther King Jr. Celebration

and the Palmer Scholarship event. He plays the saxophone, guitar, flute, drums, and piano. His favorite genre is Jazz.

Jaire Winesberry, an alumni and basketball player from TCC, now works in the CASA/MECA Office mentoring students in TCC's Men of Distinction Program. Jaire is a Tacoma native and former military member. It is important for him to serve his community and the campus to build bridges and expose people to possibilities. He has created a study hall and completion lab to assist students in the MOD Program. He is very excited to work here on campus with these students.

#### IV. ACTION ITEMS

##### A. Approve Nursing Course Fees for 2017-18

**Executive Vice President for Academic & Student Affairs, Dr. Tod Treat** provided information for the 2017-18 Nursing Fees.

**MOTION:** Upon motion by Board member **Adams** the Board unanimously approved the recommendations for Nursing Course Fees for 2017-18.

##### B. Approve Community Health Applied Baccalaureate Degree

**Executive Vice President for Academic & Student Affairs, Dr. Tod Treat and Charlene Gore, Chair for Health Information Technology**, provided information for Community Health Applied Baccalaureate Degree for 2017-18

**MOTION:** Upon motion by Board member **Adams** the Board unanimously approved the recommendations for Community Health Baccalaureate Degree.

##### C. 1<sup>st</sup> Read for ASTCC 2017-18 Budget

**Co-President and Vice President for Student Services, Mary Chikwinya, and Sonja Morgan and Emilie McCauley for Student Engagement**, provided a 1<sup>st</sup> read of the ASTCC Budget for 2017-18.

**MOTION:** Upon motion by Board member **Curtis** the Board unanimously approved the recommendations for the 1<sup>st</sup> read of the ASTCC Budget for 2017-18.

#### V. NON-ACTION ITEMS

**A. Pathway to Completion – International Programs:** **James Newman** presented an overview of the short-term international exchange programs here at TCC. Most students come to the short-term sessions to see what the college experience would be like in the US. It is a "test drive" so to speak. We have 21 four year transfer partners currently. In spring of 2016, 425 students have enrolled in the TCC International Program from over 20 different countries. The average GPA is 3.48.

##### B. Mid-Cycle Accreditation Status Update: **Tod Treat**

The evaluators that visited in April were led by a strong group of faculty and staff. Mecca Salahuddin did a great job! We are currently waiting for the full report from the NWCCU and will be able to share their recommendations next month. We will likely see a few areas of suggestions and will have 2-3 years cycle to demonstrate improvement.

##### C. Spring Enrollment Report: **Betsy Abts**

Softening enrollments are continuing for all colleges across the state. This year a new International student counting rule took effect and TCC was allocated a higher FTE target, 11% higher to be exact. Of the 34 CTC Colleges, 20 are predicted to fall below target. Pierce

County colleges expect target outcomes of 72% for Bates, 93% for Clover Park, and 101% for Pierce. We may see adjustment at the end of spring quarter when the SBCTC will remove the International numbers and redo calculations with the new counting rule.

**D. Phi Theta Kappa Conference**

Tomas Ramos and Teresa Ramos presented the awards won by the TCC's 5-star Phi Theta Kappa members at the Catalyst Conference in Nashville, April 6-8, 2017. The honor society members won 9 awards, seven being 1<sup>st</sup> place and placed 2<sup>nd</sup> in the Instagram "Membership Matters" national competition. Their award winning projects this year included presenting a Veterans Resource Fair and an Adopt a Family project for the Early Learning Center. The TCC PTK Club has 401 members, the second largest in the state of Washington. On May 11<sup>th</sup>, the club will induct seven new members into the group.

**E. TCC's Men's Basketball Team & Coaches**

Mary Chikwinya and James Curtis shared the events from the Men's finals in Everett. Coach TJ Caughill has done a great job of improving the team in the three years he has been at TCC.

**F. Presidential Search Update**

Trustee Curtis congratulated Co-President's Bill Ryberg and Mary Chikwinya on their appointment as the interim Co-President's until July 2018. James Curtis will be the Chair of the Presidential Search Committee to hire a permanent president. The committee will include two faculty, two exempt, two classified, two foundation members, two board trustees, two community members, and one student. Each group will select their own representatives. The Board will make the decision on a search firm but the committee will have input. The committee will set up a web page dedicated to communicate the dates, meetings, and provide an area for campus feedback. James will send out a communications to stakeholders in the next 2-3 weeks. Expect the first meeting to occur around August.

**VI. REPORTS**

**A. Associated Students Report – Red Isaacson, ASTCC President:**

- Red congratulated Bill and Mary on the Co-Presidency selection. He is getting positive feedback from students on campus.
- The elections for the 2017-18 student senate are occurring. Report for next month.
- Red attended the Student Voice Academy held by the State Board in Olympia.
- Student Government members are working with other Pierce County colleges, including UWT and Bates, on speaking and networking events.
- Student Government is working on amending the by-laws.
- Events coming up include the May 12<sup>th</sup> Baseball Tailgate, the Luau on May 26<sup>th</sup>, and the 1<sup>st</sup> Annual TCC Bowling Tournament on May 27<sup>th</sup>.

**B. Faculty Report—Dave Howard, Faculty Union Representative:**

- A copy of the draft contract has been distributed to the faculty membership. Voting has begun and in 25 days (June 5<sup>th</sup>) the ratification vote will take place. He will have information for the Trustees at the June 14<sup>th</sup> Board Meeting.
- Thanks to Bill and Mary for their dedication and hard work as interim acting Co-Presidents. He also congratulated them on their recent appointment to act as interim Co-Presidents.
- He applauded Char Gore and her team on the hard work for the Community Health Baccalaureate Degrees.
- Dave gave kudos to Tomas Ramos on the excellent showing by Phi Theta Kappa in Nashville.
- Faculty received the PDD event with the Trustees present very well. Good feedback.

**C. Classified Staff Report - Eric Corp, Classified Staff Representative:**

- Classified Staff are planning new employee get together times for the future to network and get to know one another.

- Eight employee awards will be presented at the May 25<sup>th</sup> breakaway.
- Classified staff are looking forward to participating in the Presidential Search Committee.
- Jeanie Ernst is the new Classified Staff Representative starting July 1<sup>st</sup>.
- An Ice Cream Social will occur on August 15<sup>th</sup> for both the Tacoma and Gig Harbor Campuses. They will also make sure the night custodians are included in the treats!
- Fall PDD is being planned and they hope to have Pierce County Emergency Management Team on campus for the event.

**D. Foundation Report –Rosemarie Burke**

- The TCC Foundation Wine Classic is May 20<sup>th</sup> with 100 attendees so far. Tickets can be purchased at <https://www.tacomacc.edu/alumniandfriends/tacomawineclassic>
- Rosemarie thanked Bob Ryan and Gretchen Adams for their auction donations.
- There will be three alumni speakers at the event this year including Vikki Martinez and Ed Troyer, and Adrian Scarscella.
- Eight wineries will be pouring tastings then dinner will be served.
- TCC Alumni Night at the Tacoma Rainiers is scheduled for July 13<sup>th</sup>. Tickets are on sale now. <http://www.tacomacc.edu/alumniandfriends/>

**Legislative Report – Bill Ryberg, Co-President and VP for College Advancement:**

- We are halfway through the first special session and not much work is getting done.
- Arlen Harris says a second special session is guaranteed. Parties are very far apart.
- Two bills were signed by Governor Inslee including the Corrections Education Bill and the Workforce Training extension to 24 months. Good news!
- We will have work do in June & July with our Legislative representatives in Olympia.

**E. Co-President's– Mary Chikwinya and Bill Ryberg:**

- Student Awards Ceremony takes place May 16<sup>th</sup> at 5:30 p.m. in the Student Center. Bob Ryan will be the MC again this year.
- Commencement is scheduled for June 17<sup>th</sup> and people are working very hard on the event. The new gym will be a great venue for TCC.
- The RFP for the full financial audit has been awarded to Clark Nuber. They will be on campus and start the process on May 23<sup>rd</sup>.

**VII. PUBLIC COMMENT/REMARKS**

Faculty member **Pattie Green** asked for clarification on the Presidential Search and if each group would be able to select the members for the committee. Board Member **Curtis** confirmed this information. He also stated that no definitive dates were in place but he would send out inquiries to each group in the next 2-3 weeks.

TCC student **Thomas Digiorgio** spoke to the Board and meeting attendees about what the Veterans Club is doing on campus. Some members recently participated in Tacoma Sexual Assault Center's "Walk a Mile in Her Shoes" in downtown. They raised \$1300.00 for the center. The club also is working on a remodeling project for Bryant Montessori School in the hilltop of Tacoma. They also are developing a plan to build gardens to help supply veterans and local food banks with fresh produce.

TCC **Veteran Services Navigator Eric Ballantine** spoke to the American flags lining the sidewalks near buildings 14 & 15 and the Campus Commons. Starting on May 1<sup>st</sup>, Eric places 20 flags out and will continue this daily until May 31<sup>st</sup>. May is Mental Health Awareness Month. The flags represent how many Veterans commit suicide each day in the United States. Statistics show that female Vets are six times more likely to commit suicide than their civilian counterparts. He asked those in attendance to be aware of this crisis and to join him each day at noon when he places the flags lining the walkways.

**VIII. EXECUTIVE SESSION**

At 6:12 p.m. Chair **Ryan** announced that the Board would adjourn into Executive Session for approximately 25 minutes to discuss personnel issues and the Presidential Search Committee.

**IX. BOARD ACTION AS A RESULT OF EXECUTIVE SESSION**

At 6:39 p.m. the open board meeting reconvened. As a result of executive session, Board Member **Dunbar** made a motion to increase compensation for Mary Chikwinya and Bill Ryberg as a result of their additional responsibilities until July 1, 2018. Co-Chair **Adams** seconded the motion. All board members were in approval of the motion. The salary increase will begin May 2017.

Chair **Ryan** asked for a motion to begin the RFP process for a Presidential Search Firm. Board Member **Curtis** made the motion. Co-Chair **Adams** seconded. All board members approved the motion.

**X. PUBLIC COMMENT/REMARKS:**

Faculty member **Mary Fox** asked Board Member **Curtis** about timelines for the Search Committee to commence. He communicated that it would be August before the committee started meeting but he will send information to the respective groups about selecting member participants in the next 2-3 weeks.

**XI. ADJOURNMENT**

There being no further business, the meeting was adjourned at 6:48 p.m.

  
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Robert Ryan, Chair