

**Tacoma Community College  
Board of Trustees Regular Meeting  
December 12, 2018 4:00 p.m.  
College Board Room #120, Building 12**

**MINUTES**

**Board Members**

James Curtis  
Liz Dunbar  
Lois Bernstein  
Bob Ryan

**Administration/Faculty/Staff/Guests**

Ivan Harrell	Mary Chikwinya
Bill Ryberg	Joe Shannon
Cliff Fredrickson	Dave Howard
Rebecca Jayasundara	Renee Greenfield
Dolores Haugen	Tanya Losey
Jill Merritt	Julie Dunbar
Christopher Soren	Krista Fox
Julie Benson	Stephanie Thompson
Mary Fox	Mike Goncharuk
Kelley Sadler	Kristina Pogolian
Katie Gulliford	Cathie Bitz
Angelique Odom	Gwen Powers
Brittany Little	Amunoo Tembo
Tatiana Glazirina	Patti Hermoso
Oscar Herrera	Teresa Ievers
Maria Stillwell	Stephen Smith
Tony Lindgren	Dolores Haugen
Jessica Williams	Aaron Foelsch
Madeline Levesque	Analea Brauburger
Janine Mott	Will Howard
Dale Coleman	Sarah Lewandowski-Noble
Jillian Edwards	Lee Sledd
Andrew Campbell	Tamyra Howser
Jason Prenovost	
Rick Brady	

**I. CALL TO ORDER**

Chair **Curtis** 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 **Lois Bernstein**, the Board unanimously approved the agenda as submitted.

**B. Approval of Minutes of the November 14 Special Meeting and November 14 Regular Board Meeting**

**MOTION:** Upon a motion by Board member **Ryan**, the Board unanimously approved the minutes for the November 14, 2018 Special Board Meeting.

**MOTION:** Upon a motion by Board member **Ryan**, the Board unanimously approved the minutes for the November 14, 2018 Regular Board Meeting.

**C. Introductions and New Hires**

**President Harrell** introduced **Angelique Odom**, Executive Assistant to the President.

**Chair Curtis** introduced **Krista Fox**, Interim Provost/Vice President for Academic Affairs.

**Christopher Soren** introduced newly hired **Dales Coleman**, Instructional Designer & Open Education Coordinator, and **Aaron Foelsch**, Help Desk Specialist.

**Chair Curtis** introduced, **Analea Brauberger**, Dean, Organizational Learning & Effectiveness introduced **Amunoo Tembo** Advisor.

**Chair Curtis** introduced **Stephen Smith**, Executive Director, Human Resources introduced **Teresa Ievers** HR Consultant/Recruiting 1, **Maria Stillwell** HR Consultant 2.

**D. Correspondence**

- a. Dr. Harrell from state board on information technical assets, clean audit.

**E. Board Report**

Trustees shared the events they attended this past month:

- Board Member **Bernstein**:
  - November BOT
  - Tacoma City Council Meeting
  - Seintis 2020 core group to insure inclusion in all of the communities
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- Vice Chair **Dunbar**:
  - November BOT
  - Legislative council meeting
  - PCCC meeting – 2 outstanding student speaker
- Board Member **Ryan**:
  - November BOT
  - PCCC meeting – talked to several of the legislatures
- Chair **Curtis**:
  - Liz Dunbar article on her retirement at Tacoma Community House
  - October BOT
  - MOD – end of qtr check in
  - November BOT

**III. PRESENTATIONS**

**A. New Trustee Appointment**

Chair **Curtis** – Pat Shuman new trustee appointed to board, recognition of Gretchen Adams will be held at the January board meeting

**B. Soccer Team Introduction**

Athletic Director **Jason Prenovost** – Soccer team won the 2018 championship, Co –Leaders Alex finish AA & Johnny finish AA sophomore, team introduced themselves. Jason Prenovost stepping down as coach next year

**C. Student Voice – Nursing**

**Julie Benson**, Associate Dean of Nursing – Jill Edwards Faculty lead - Graduates from various students covering multiple years. Why did you chose TCC - Close to home, connected to community, a transformative experience, lots of moral support, reputation, cost, location and part time status, liked the lottery selection, application process easier than other schools, helped to elevate knowledge.

**D. Program Update – BAS Programs**

**Char Gore**, Interim Dean for Allied Health, Business & Professional Services, power point, these degrees are application over theory, history of BAS, specifics to Washington State, Active

**BAS program** – Health Information Management & Community Health, need to show current faculty & staff, overview of HIM

**Future degrees** – Applied management, Core, HR, Project management, entrepreneurship, ITN-IST – gap of 1200 in Pierce County

**Goals:** Increase scholarship, shareable general education, dedicated supported state wide, dedicated financial aid liaison, dedicated shared space

**Faculty has to have at least a master most will be requires to have a doctorate**

**How are students selected** – Let everyone in as long as they have the minimum requirements

#### IV. ACTION ITEMS

##### A. Applied Management BAS Degree

**Char Gore** and **Jane Oberhofer**, Professor/Program Chair for Business & Logistics Programs.

**Applied management degree** – approved by state board, smooth transition from AA to BA, integrated science of library course for BA research, team effort, lots of staff and faculty involved in getting this created. Has an MOU with Cal Lutheran with a direct path to a master's program.

**MOTION:** Upon a motion by Board member **Rya**, the Board unanimously approved the Applied Management BAS Degree. Recommend to begin in fall 2019

##### B. Nursing Direct Transfer Agreement (DTA)

**Julie Benson** –

Move current program for 117 credits to 170 credits, humanities teaching w/Nursing, state wide initiative, with all state colleges, given to BOT in April of 2018, and program can work on direct articulation

**MOTION:** Upon a motion by Board member **Ryan & Dunbar**, the Board unanimously approved the first read of the Nursing Direct Transfer Agreement.

##### C. College/Foundation Quid Pro Quo Agreement

**Bill Ryberg**, Vice President for College Advancement and Director of the Foundation, An agreement that needs to be updated from time to time when things change. Such as personal, usage, ect. Independent auditors tell us when to update this, approved by the foundation BOT, B section on page 2 states what the college will do, accounting and auditing on a regular bases, G section on page 4 agreement shall continue until updated or terminated by either party, 5% of college president's time will spend his time on foundation business, Walter Chin is not a foundation employee but he does 15% of foundation work,

**MOTION:** Upon a motion by Board member **Ryan & Dunbar second**, the Board unanimously approved the College/Foundation Quid Pro Quo Agreement.

#### V. NON-ACTION ITEMS

##### A. TCC Foundation Audit Review

**Ed Ramos**, auditor from DP&C, went over the 2017-18 Foundation Audit.

No findings, 8.97 mil of assets for the year, 594,000 net income, 497,000 89% of expenses went to programs.

DPC if you wear jeans on Fridays they contribute to a scholarship gave over \$1000.00

##### B. Winter Board Retreat Discussion

**Chair Curtis** – Friday, January 18<sup>th</sup> No winter board retreat.

##### B. Civitas

**President Harrell** – Have been using since 12/2015, contract is up to be renewed, want to purchase a different product degree map, can't see class only advisees, Spend \$133,000

over 3yr contract, need state board to integrate with them, in year one \$173000, goes up \$95000, in year 3 goes up to \$40000, total \$629000 over 3 years, gives us 2 years to plan for additional funding, wants to continue with Civitas, lots of analytics and data, Spring have as an agenda item to board

## VI. REPORTS

- **Associated Students Report – Kristina Pogosian**, ASTCC President
  - Started out with 3 senator now has 15, attended Legislative board, clarify what they want to bring to Legislative board, reaching out to go speak with reps, town hall forum for student rights, gave talk to fresh start students, will give prostration, interview for internship for Legislative board and got the position.
- **Faculty Report—Dave Howard**, Faculty Union Representative
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- **Classified Staff Report - Jill Merritt**, Classified Staff Representative
  - Dale Coleman, 5 staff awards, Will Howard will be taking over as representative starting in January
- **Foundation Report – Tony Lindgren**, TCC Foundation Board President
  - Reach Hire luncheon 2/6/19
- **Legislative Report – Bill Ryberg**, Vice President for College Advancement
  - PCCC handout, highlight new elected officials 25<sup>th</sup> – 29<sup>th</sup>
  - 25<sup>th</sup> – Kelly Chambers & Chris Gildon
  - 26<sup>th</sup> – Emily Randall & Jesse Young & Michelle
  - 27<sup>th</sup> - stayed the same
  - 28<sup>th</sup> – Mari Levitt
  - 29<sup>th</sup> – Melody Morgan
- **President’s Report – Dr. Harrell**
  - Enrollment – Fall qtr. closed, slightly down, will give another update in January, one issue that’s hurting us are the international enrollment and how it was reported previously. Went from 100% international to 2% accounted for.
  - Campus Work|– will give a full report in a few days, it will give recommendation, full report will not be shared immediately.
  - Strategic Planning – 80 page report, redacted 8 comments, some comments about President Harrell were taken out, external SWOT has been sent out and send it to the trustees, future summit 1/30/19, 12 themes, topics, 4 small Ed talks, impact statements.
  - Metro Parks – looking for area to build more sports fields, they would like to have TCC considered in the feasibility study of 9 areas, area around current tennis court to the baseball field, should be done in January, once it’s done they will give a presentation to the board, tis could open up our athletics program and more areas for women’s sport, we would not have to provide any funding, lots of work that has to be done and additional work is 5 years out, different levels of income sharing would be available.
  - 5 ctc proposal \$60 mil on a believe program, fill in the gap of financial aid, residents of ages 17 – 24, request is being done.
  - Open positions – VP EDI, January bring the committee together for this hiring and VP Provost Position.
  - Meeting highlight at Gig harbor, Fircrest city council – very happy about him being there,
  - Regional Pay Task Force – Presidents meeting on Friday, 12/14/18
  - Health care
  - Pat Shuman – Newest Trustee
  - Charlie Earl – Hopesparks leases expires soon

- Asian and Pacific islander group
- Pathway –
- Carli Shiffner – CTC link issues
- Attended a meeting hosted by Lori Jenkins, topic of mental health
- Toured Food Life Line in Seattle – provide food to Nourishes
- Bridge program with Evergreen
- Laura, MOD,
- Holiday luncheon
- On vacation from 12/14 – 1/6, Bill Ryberg will be acting president,

**VII. PUBLIC COMMENT/REMARKS**

None

**VIII. EXECUTIVE SESSION**

a. None

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

a. N/A

**X. ADJOURNMENT**

There being no further business, the meeting adjourned at 5:55 p.m.

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James Curtis, Chair