

# SHORELINE COMMUNITY COLLEGE

## Board of Trustees

### **(Virtual) Special Meeting 2 of Friday, January 15, 2021**

**1:30 PM**

Zoom Link: <https://us02web.zoom.us/j/89032117784> • Webinar (“Meeting”) ID: 890 3211 7784  
(See below for connection information, including connecting via telephone)

## A G E N D A

1:30 PM			
NO.	AGENDA ITEM	RESPONSIBILITY	TAB
1.	<b>Convene Special Meeting</b>	<i>Chair Catherine D’Ambrosio</i>	
2.	<b>Communication from the Public</b> (Send public comments to the Board Secretary at <a href="mailto:lyonemitsu@shoreline.edu">lyonemitsu@shoreline.edu</a> by 1:15 PM on Friday, January 15, 2021. The total public comment period will be no more than ten (10) minutes, and up to two (2) minutes of each public comment received, will be read by College personnel, with adjustments made if more than five (5) public comments are received. All public comments received will be entered into the record, and attached to the minutes of the January 15 special meeting 2.)	<i>Chair Catherine D’Ambrosio</i>	
3.	<b>Action: Designating the Office of Administrative Hearings to provide a Hearing Officer for a Reduction in Force (RIF) Hearing</b>	<i>Phillip King</i>	<b>1</b>
4.	<b>Adjournment</b>	<i>Chair Catherine D’Ambrosio</i>	

•To connect to the January 15, 2021 special meeting 2:

- Via **link**, go to: <https://us02web.zoom.us/j/89032117784>

- Via **telephone**:

Call/Dial/Key-in to one of the following **numbers**. Start with the first number. If you receive a busy signal or an “all circuits are busy” message, try the next number on the list.

(253) 215-8782

(669) 900-6833

(346) 248-7799

(312) 626-6799

- **Webinar (“Meeting”) ID**: 890 3211 7784

**SHORELINE COMMUNITY COLLEGE  
DISTRICT NUMBER SEVEN  
BOARD OF TRUSTEES  
(VIRTUAL) SPECIAL MEETING 2 OF JANUARY 15, 2021**

**TAB 1**

**ACTION**

**Subject: Designating the Office of Administrative Hearings to provide a Hearing Officer for a Reduction in Force (RIF) Hearing**

**Background**

Notices of dismissal due to reduction in force were sent to affected academic employees on November 16, 2020. The notices included the following:

You have ten (10) days from the date of this notice to make a written request for a hearing. An employee who requests a hearing is entitled to one formal, contested case hearing, pursuant to the Administrative Procedures Act (RCW 34.05). Such hearing shall be concluded by the hearing officer within sixty (60) days after written notice of the reduction in force has been issued. Pursuant to Article XI.E.2.o.(2) the only issue to be determined by the hearing is “*whether, under applicable policies, rules or bargaining agreement, the particular academic employee(s) advised of severance are the proper ones to be terminated.*”

A written request from one (1) affected academic employee was received within ten (10) days from the November 16, 2020 notice date.

Per Article XI: Formal Procedures Relating to the Dismissal of an Academic Employee, Section E.1.a. Hearing Officer – Appointment:

Upon receipt of a request for a hearing from an affected academic employee, the College President shall notify the Board of Trustees and request that the Board appoint an impartial hearing officer after consultation with the Federation President.

**Recommendation**

That the board approve designating the Office of Administrative Hearings to provide a Hearing Officer for a Reduction in Force (RIF) hearing.

Prepared by: Cheryl Roberts, President  
Phillip King, Vice President for Student Learning & Students, Equity & Success  
Shoreline Community College  
January 12, 2021