

SHORELINE COMMUNITY COLLEGE  
DISTRICT NUMBER SEVEN  
BOARD OF TRUSTEES  
REGULAR MEETING OF MARCH 20, 2013

MINUTES

CONVENE IN REGULAR SESSION:

The Regular Meeting of the Board of Trustees of Shoreline Community College District Number Seven was called to order by Chair Phil Barrett at 4:01 PM in the Board Room of the Administration Building at Shoreline Community College.

Chair Barrett noted that he would call for an Executive Session right before the Open Comment Period.

MEMBERS PRESENT:

Trustees Phil Barrett, Shoubee Liaw, Roger Olstad, Gidget Terpstra and Tayloe Washburn were present.

Assistant Attorney General Cheryl Bateman represented the Office of the Attorney General.

CONSENT AGENDA

Chair Barrett asked the Board to consider approval of the Consent Agenda.

On the agenda for approval:

- One set of minutes from the Regular Meeting of February 27, 2013

Motion 13:07: A motion was made by Trustee Olstad to approve the Consent Agenda.

Trustee Liaw seconded the motion, which was then unanimously approved by the Board.

REPORT: BOARD OF TRUSTEES CHAIR

Chair Barrett acknowledged that many of the concerns at the February 2013 Board Meeting revolved around communication. He conveyed that he is always amazed at the hard work and dedication of everyone at the College and expressed that he understands that “we are all trying to do the right thing.”

Chair Barrett spoke of the Tenure Process and noted that the process is a difficult one and is taken very seriously by the Board.

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At 4:06 PM, Chair Barrett announced that the Board would convene in Executive Session for approximately fifteen minutes to review the performance of a public employee.

The Board reconvened into Regular Session at 4:29 PM.

OPEN COMMENT PERIOD

Professor of Psychology Diana Knauf read a statement in which she spoke of her twenty years of teaching experience, her fifteen years at Shoreline Community College and her contributions to the College. She noted, "Dissent is not disloyalty." Professor Knauf expressed that President Lambert has clearly articulated a vision of what "SCC needs to become," which is a "new Shoreline Global Corporate College." She spoke of what she saw in the vision and some of the examples included: "A place where...the work and recommendations of tenure committees means little; there are no sabbaticals; we apparently need to think twice before using our sick leave; the majority of classes are taught by inexpensive part time faculty with no responsibilities around advising and shared governance; and we court Veterans and then have no support staff for them." In closing, Professor Knauf stated that she could not work somewhere "where I am not respected and am going to leave education."

Professor of Economics and International Studies Tim Payne read a statement which began with "What we've got here is (a) failure to communicate." He stated that after Chair Barrett's response at the February 2013 Board Meeting regarding the Board not being able to engage in dialogue (with Faculty, Staff, Students), he looked into a number of resources (RCWs, the SCC Board Policy Manual, etc.). Professor Payne added, "I can find nothing about a cloak of silence for Boards of Trustees." "However, there is one notable clause in the SCC Board's Policy Manual stating that the Board will: Seek input from external constituencies and internal college constituencies on Board policies regarding Goals." [SCC Board of Trustees Policy Manual GP-2, Sec. 2.8] He closed his remarks by expressing concern about a lack of process and failure to communicate.

Chair Barrett responded, "This is not the forum for a dialogue. That's what it is about – not engaging in dialogue during a Board Meeting." He added that the Board will discuss ways in which it can receive input from the campus.

Professor of Biology and Federation 1<sup>st</sup> Vice President Kira Wennstrom stated that she was representing the Faculty in support of the Tenure Candidates. She added that the process is a rigorous one and "when we learned that there may be an issue, we put together a *Petition: Respect for Tenure and ARC Process, SCC spring 2013.*" Professor Wennstrom read the text of the petition and noted that over 110 signatures were obtained to support the hard work and recommendations of the Appointment Review Committees (ARCs).

Professor of Gender Studies Rachel David stated that she spoke about morale at the last Board Meeting and noted that the perception is that “we are a whiny few.” She requested that the Board “test the waters to find out if that is true” and added that “issues of tenure have made the morale worse.” Professor David referenced an inspiring speech given by President Lambert during his first Opening Week to a divided and damaged campus, “giving us hope.” She recalled that he had stated during his remarks that when there were problems with morale, “a leader had to take responsibility for fixing it” and added, “I hope our leaders take responsibility.” In closing, Professor David referred to a “recommendation against tenure due to sick leave” and noted how disheartened she was.

Professor of Communications Brooke Zimmers remarked, “With dialogue, you have to strip power out of the room” and spoke of “the community in SCC.” “I feel like the vision of where we are going is corporate—Shoreline Corporate College.” She asked, “Can we have community and meet the goals that we have to meet in order to make it successful? Can we work with the budget decline yet value community?” In addition, Professor Zimmers spoke of the “need to see the actions of feeling valued.”

Full-Time Student Joice Pranata stated, “The College is a great institution.” She spoke of the dedication of the Full-Time Faculty and conveyed her support for Faculty Tenure Candidate Erin Walker—“She is very supportive to me and my fellow students.”

At 4:53 PM, Chair Barrett called for a short break and the Board reconvened into Regular Session at 4:57 PM.

**ACTION: RENEWAL OF FIRST-YEAR TENURE TRACK FACULTY CANDIDATES**

**Background (As Denoted on TAB 1—Renewal of First-Year Tenure Track Faculty Candidates)**

Under separate cover the Board received copies of the appointment review committees’ evaluations for three first-year tenure track faculty candidates.

Under separate cover the Board received a March 15, 2013 letter from President Lee Lambert and Vice President for Academic and Student Affairs James Jansen recommending the renewal of the tenure track faculty candidate contracts for the 2013-2014 academic years.

Listed below are the tenure track faculty candidates and committee chairs.

<u>Faculty Member</u>	<u>Discipline/Area</u>	<u>Years on Probation</u>	<u>Committee Chair</u>
Corinne (Corki) Budnick	Nursing	1	Lynn Von Schlieder
Caroline Conley	Information Literacy Librarian	1	Jeannette Idiart
James Elenteny	Digital Media	1	Stephen Malott

**Recommendation** (As Denoted on TAB 1—Renewal of First-Year Tenure Track Faculty Candidates)

At this time the Board may consider taking action on the tenure track faculty candidates.

Motion 13:08: A motion was made by Trustee Liaw to renew the tenure track faculty contracts for the 2013 – 2014 academic year for the First-Year Tenure Track Faculty Candidates (Corinee Budnick, Caroline Conley, James Elenteny) listed on TAB 1.

Trustee Terpstra seconded the motion, which was approved unanimously by the Board.

**ACTION: TENURE CONSIDERATIONS**

**Background** (As Denoted on TAB 2—Tenure Considerations)

Under separate cover the Board received copies of the appointment review committees' reports and recommendations for three third-year faculty candidates.

On March 15, 2013 the Board met in executive session with the faculty chairs of each of the three appointment review committees to review and discuss the third year Appointment Review Committee reports.

<u>Faculty Member</u>	<u>Discipline/Area</u>	<u>Committee Chair</u>
Ellen Cadwell	HIIM	Carla Hogan
Erin Walker	Advisor	Mayumi Steinmetz

**Recommendation** (As Denoted on TAB 2—Tenure Considerations)

At this time the Board has three options: 1) to grant tenure, 2) to deny tenure, or 3) to take no action, which results in a passive granting of tenure.

Motion 13:09: A motion was made by Trustee Liaw to approve tenure for Faculty Members Ellen Cadwell and Erin Walker.

Trustee Olstad seconded the motion.

Trustee Liaw thanked the Chairs of the Appointment Review Committees (ARCs) and the Committees and Trustee Terpstra spoke of the caliber of the candidates.

Chair Barrett stated that the Board asks very difficult questions of the ARC Chairs and noted, “It’s unfair to approve someone who isn’t as good as all of you are and we are very pleased with the quality of candidates. There is no hostility towards tenure. This is our job.”

The motion was approved unanimously by the Board.

At 5:00 PM, Chair Barrett called for a break and the Board reconvened into Regular Session at 5:15 PM.

#### REPORT: BIOTECHNOLOGY LAB SPECIALIST PROGRAM

Biology Professor and Program Chair Guy Hamilton provided an overview of the Biotechnology Lab Specialist Program related to the Program’s: Core Curriculum; Service to Industry; Student Demographics; Biotech Partners; and Future Directions.

In response to questions from the Trustees, Professor Hamilton noted that:

- The average age of the Program’s students was in the “low thirties.”
- There are many international students in both of the Program’s tracks.
- Depending on the skill of the student, she/he will be placed in internships in concurrence with coursework.
- Companies contact the Program, seeking interns.
- Partnerships came about through building connections with high schools (including having students on campus for a “full day of experiments”), offering professional development trainings for teachers and applying for and receiving grants.

#### REPORT (BMR): PROFESSIONAL DEVELOPMENT

Vice President for Human Resources and Legal Affairs Stephen Smith provided an overview of the Board Monitoring Report on the 2012 – 2013 Professional Development activities for Classified, Faculty and Administrative personnel.

After President Lambert responded to Trustee Liaw’s question regarding the College’s change of its Learning Management System from Blackboard to Canvas, Trustee Olstad stated that he would like training for the Trustees on Canvas.

Trustee Liaw suggested the topic of “Working with Angry Students” as a possibility for the Voluntary Overtime Trainings offered for Classified Staff.

#### REPORT: STRATEGIC PLAN UPDATE

Vice President for Administrative Services Daryl Campbell provided an overview of the document *Shoreline Community College STRATEGIC PLAN 2013* containing three initiatives

(with multiple Goals) as well as the Process and Timeline (Spring 2012 – Winter 2013) for “Creating the Next Generation Strategic Plan.” The three Initiatives: Increase Enrollment and Retention; Leverage Community Engagement; and Develop Physical/Technical Infrastructure and Human Resources. He thanked Strategic Planning and Budget Committee (SPBC) Members Dean Bob Francis, Professor Amy Kinsel, Professor Kira Wennstrom and Program Coordinator Linda Weir for their roles in laying the groundwork for the 2013 Strategic Plan, taking the Plan to the next level and building the Process to “connect the stakeholders to the Strategic Plan.”

Based on questions from the Trustees, President Lambert, Vice President Campbell and/or SPBC Members in attendance, stated:

- “The Core Themes are long lasting and the fundamental goals that the College has. The Strategic Plan is how we get there.”
- “Leveraging community engagement and connecting with the College’s external partners...we are seeing an increase in ‘third party validation’ and this is going to be the most profound piece of the Initiative to Leverage Community Engagement.”
- “The Retention piece is a key factor—we cannot have success without retention.”
- “We looked at how we get to Student Success and directing budgetary allocations, appropriately and in support of Student Success.”
- “There are action plans tied to the 2013 Strategic Plan that are very specific and not included in this document.”

Trustee Olstad stated, “This Board is committed to Student Success. You have to have success along the way, not just in the end product.”

President Lambert spoke of the College’s rigorous Program Reviews which in some instances, led to having to make difficult decisions related to the closure of some Programs. He added that in some cases, if the demand for a particular Program re-emerges, consideration to “bring the Program back,” will happen.

Based on the questions from the Trustees regarding the 2013 Strategic Plan, President Lambert noted that three of the Goals listed under the Increase Enrollment and Retention Initiative related to completion. He suggested that the Initiative be renamed to: Increase Enrollment, Retention and Completion.

Chair Barrett stated, “These are tough decisions to make. Our goal is serve the community. If the community wants jobs or transfer courses, this is what we do.”

#### REPORT: INNOVATION AND OPPORTUNITIES RESERVE UPDATE

Vice President for Administrative Services Daryl Campbell read the criteria from the Board of Trustees Policy Manual related to the Innovation and Opportunities Reserve and provided an overview of the “Draft Under Consideration” generated by the Strategic Planning and Budget

Committee (SPBC) entitled *Application for Innovation Funds*. Vice President Campbell noted that the “funds would be available to Administrators, Faculty, Staff and Students.”

Vice President Campbell and Professor Amy Kinsel informed the Board that the *Application for Innovation Funds* Draft was reviewed by the College Council and additional recommendations from the Council, obtained.

Suggestions for the *Application for Innovation Funds* and for communicating the criteria, etc. of the Innovation and Opportunities Reserve included providing examples of what an innovative program might look like on the *Application* and a Brown Bag Meeting with President Lambert and Vice President Campbell for those interested in applying for Innovation Funds.

#### REPORT: SCC FACULTY

Professor Amy Kinsel spoke of the many Faculty Members in attendance “in support of the Tenure Process” and of the candidates who were not recommended to advance in the Process. She added that “Faculty too, takes the Process very seriously.” In response to questions from Trustee Washburn, Professor Kinsel explained the Process, including the care taken when appointing individuals to serve on a Candidate’s ARC (Appointment Review Committee). She also conveyed that the Faculty shares the Board’s perspective related to the granting of tenure for skilled candidates.

In relation to the Tenure Process, Professor Kinsel stated, “We want to see the challenges. We want to see the growth. The challenge comes when we have candidates, particularly those in the Professional-Technical Programs, who have been in her/his field for some time, and who come to the College with a lot of experiences. They may not have a lot of growing to do. This involves trust.” She added that the Board has to trust that the Faculty is doing its due diligence in relation to the Tenure Process.

Professor Kinsel concluded her report by noting that she had Tenure Candidate Tricia Noreus’ permission to share that “Tricia resigned from the College yesterday despite a unanimous recommendation from her ARC.”

#### REPORT: SCC CLASSIFIED

Instructional Support Technician Jerry Owens shared that the possibility of making the “3% cut, permanent, is bringing morale down for Classified Staff.” He added that he could not say enough about the Voluntary Overtime Training for Classified Staff as it has helped “soften the blow of the pay cuts.” “If the 3% becomes permanent, we are hoping that the Voluntary Overtime Training will continue to be available for Classified Staff.”

Technician Owens shared a graph on *State Higher Education Spending* from The Atlantic magazine. “This highlights what terrible shape Higher Education is in.”

#### REPORT: SCC STUDENT BODY ASSOCIATION

Student Body Association President (SBA President) Kanpong Thaweasuk spoke of the multiple ways students have been working together on co-curricular activities – including a Cultural Fair that was attended by President Lambert and many Faculty and Staff.

SBA President Thaweasuk thanked President Lambert for meeting with the PUB Space Planning Group and is pleased that President Lambert is looking into both short and long term plans for the way space is allocated in the PUB.

SBA President Thaweasuk communicated “that many on campus work hard to make this the best institution” and that it saddened him to hear of the low morale. He spoke of the value that Full-Time Faculty bring to the campus and students and closed by saying, “Support people who are dedicated to students.”

#### REPORT: SCC PRESIDENT

President Lambert shared that the Community and Technical College Presidents were forwarded information from the Office of Financial Management (OFM) regarding the state’s \$1.2 – \$1.3 billion shortfall. He added, “As we become more tuition dependent, our budget processes will move to a quarterly basis. That is why the Strategic Plan is important.”

President Lambert spoke of the Community and Technical Colleges’ transition from the current computer platform (HP3000) to the ctcLink and noted, “This will be a huge disruption.”

In his role as the Board Chair of the NC3 (National Coalition of Certification Centers), President Lambert had an opportunity to visit the Washburn Institute of Technology in Topeka, Kansas and informed the Board that Kansas has wedded its Technical Colleges with its Universities. He spoke of the partnerships that SCC has entered into and noted that TRANE is looking to partner with the College on Climate and Energy Training.

President Lambert thanked Executive Associate for External Affairs McKinzie Strait and Special Assistant to the President for Grants and Contracts Brandon Rogers for developing a white paper “to take Automotive Training into other countries.”

As a result of the explosive growth in International Education, the PUB Space Planning Group has been working to allocate space in the PUB for a number of programs and generated three “Space Redesign” proposals for consideration as a result. President Lambert stated that he will be determining next steps in relation to short and long term plans regarding the allocation of space in the PUB.

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In closing, President Lambert shared that:

- The Dental Hygiene Program will receive a Special Recognition at the IIE's (Institute of International Education's) Best Practices Conference for its partnership with a school in Bolivia.
- The College will be instituting early registration for Veterans.
- He will join International Education Executive Director Diana Sampson and Education Outreach Assistant Director Bo Fu in China to meet with current and prospective partners. They will also visit Zouping High School and to discuss setting up a Language Program at the High School.

REPORT: CLOSING REMARKS – BOARD OF TRUSTEES

Trustee Terpstra attended a meeting where the University of Washington Provost conveyed that only upon becoming an Administrator did she realize that previous cuts “were not being forced by the Administration” but rather by the funding challenges confronting institutions of Higher Education.

Trustee Olstad shared that he has been reflecting on the conversations that have taken place and communicated, “The Open Comment Period is not the place for dialogue and we need another mechanism where this can take place.”

EXECUTIVE SESSION:

At 7:15 PM, Chair Barrett announced that the Board would convene in Executive Session for approximately 15 minutes to discuss collective bargaining and would reconvene in Regular Session only to adjourn.

ADJOURNMENT:

Chair Barrett adjourned the meeting at 7:33 PM.

Signed \_\_\_\_\_  
Phil Barrett, Chair

Attest: April 24, 2013

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Lori Y. Yonemitsu, Secretary