

SHORELINE COMMUNITY COLLEGE
DISTRICT NUMBER SEVEN
BOARD OF TRUSTEES
REGULAR MEETING OF OCTOBER 23, 2013

STUDY SESSION

Strategic Action Plans (SAPs)

Dean Bob Francis referred to Recommendation #1 (“that the college use the results of its evaluation activities and ongoing planning processes to influence resource allocation and to improve instructional programs, institutional services, and activities”) contained in the 2007 Regular Interim Report from the Northwest Commission on Colleges and Universities (NWCCU) and distributed and provided an overview of the College’s Strategic Plan 2013. He spoke of the subsequent work of the College and the Strategic Planning and Budget Committee (SPBC) toward a strategic budget process in response to Recommendation #1.

The SPBC designed the Strategic Action Plan (SAP) process and in the Spring of 2013, “departments and divisions were encouraged to submit requests for projects and expenses beyond the level-funding threshold that would advance the College’s Core Themes and Strategic Plan Objectives.”

Dean Francis referred to the spreadsheet (TAB 1a) entitled Shoreline Community College 2013 – 14 Strategic Action Plan Final Decisions and Rationale, July 2013 containing a listing of SAPs that were approved, conditionally approved and not approved as well as other information (e.g. Conditions on Approval, Next Steps). He added that the departments and divisions receiving funding through the SAP process, would need to “close the loop” by reporting successes and failures during the Spring of 2014.

In response to questions from the Trustees, Dean Francis and/or Interim President Daryl Campbell stated that:

- Funding for the SAPs come from state and tuition dollars.
- Some SAPs are multi-year projects.
- Requests “in dollars” are for the current year.
- The plan is to move the College-wide budget process in the same direction as the SAP process within the next two – three years.
- SAP funding is separate from the Innovation and Opportunities Reserve Fund – “Same idea, different funding sources.”

Year One Self-Evaluation

Interim President Campbell referred to the Year One Self-Evaluation Report contained in TAB 1b and directed the Board’s attention to agenda item #7 (Report: 2013 – 2014 Board Monitoring Reports (BMRs) ↔ Year One Self-Evaluation Report Analysis). While acknowledging that the College was in its infancy in “our capability to analyze and synthesize data,” he asked:

- For guidance from the Trustees about the type of data the Board wanted from the institution in relation to the BMRs for 2013 – 2014.

- What information the Board would need in order to reflect that the College is moving in the right direction in relation to its Core Themes.

After sharing and discussing individual and collective preferences as to what should be contained in the 2013 – 2014 BMRs, Interim President Campbell and the Trustees recognized that there is so much data to analyze and that the focus of the BMRs should be on the Core Themes that would support constructive use of the Board's time.

Interim President Campbell suggested that the emphasis of the 2013 – 2014 BMRs tie to Core Theme 1 (Educational Attainment/Student Success) and Core Theme 2 (Program Excellence).

Chair Liaw stated that in addition to the data furnished to the NWCCU for accreditation purposes, there is also state and federal data for which the College needs to show compliance with.

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 Shoubee Liaw at 4:07 PM in the Board Room of the Administration Building at Shoreline Community College.

MEMBERS PRESENT:

Trustees Shoubee Liaw, Gidget Terpstra and Tayloe Washburn were present.

Assistant Attorney General (AAG) John Clark represented the Office of the Attorney General.

CONSENT AGENDA

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

On the agenda for approval:

- One set of minutes from the Regular Meeting of September 25, 2013
- One set of minutes from the Special Meeting of October 7, 2013
- Board of Trustees 2014 Meeting Schedule

Motion 13:40: A motion was made by Trustee Washburn to approve the Consent Agenda.

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

REPORT: BOARD OF TRUSTEES CHAIR

Chair Liaw shared that she, Trustee Barrett and Trustee Washburn attended the Association for Community College Trustees (ACCT) Leadership Congress at the Washington State Convention Center where there was a “wealth of information, especially for first time attendees.”

OPEN COMMENT PERIOD

Dean Kathie Hunt stated that several Appointment Review Committee (ARC) members have requested that the practice of the Board meeting with ARC Chairs during Year-Two of the tenure track process, be reinstated. “There are strong sentiments that if issues arise during the process, it is beneficial for concerns to be brought forward sooner rather than later.”

Executive Director Ann Garnsey-Harter introduced eLearning Faculty-in-Residence Amy Rovner who in turn, shared that she provides peer support to fellow faculty and noted that the feedback she has received thus far has been positive.

Executive Associate McKinzie Strait provided an update on the Foundation’s activities and spoke of the passing of Jack Rogers, a long serving and dedicated member of the Foundation’s Board of Directors. The 16th Annual Student Success Breakfast is scheduled for November 6.

Professor Steven Bogart spoke about being nominated to serve on the Presidential Screening Committee, and noted that he declined the nomination due to his concern about the speed at which the process is moving. In order for the campus to “buy-in” to the process, he communicated that it was essential for the Committee to be afforded the time for deliberation.

Professor and Campus Diversity Action Committee (CDAC) member Ernest Johnson concurred with Professor’s Bogart’s sentiments and shared his concerns with the abbreviated timeline for the Presidential Search. Professor Johnson noted that the CDAC had assisted with the development of questions for the College’s last Presidential Search and spoke of the necessity for the members of the Presidential Screening Committee to “work through a multicultural framework” and the importance asking questions of candidates and finalists that further assess one’s multicultural competencies and practice.

Professor and Faculty Senate Chair Kira Wennstrom also expressed concerns about the “relatively aggressive timeline” and that she too, was nominated to have her name placed on the

ballot for the Presidential Screening Committee. She added that a number of faculty members turned down the opportunity and expressed her unease about the “voices that were excluded.”

Director and Co-Dean of Students Yvonne Terrell-Powell reinforced Professor Johnson’s statements related to multicultural competencies and practice and spoke of holding training for the Presidential Screening Committee on Multicultural Competencies. “We know that many candidates can answer the questions. However, can they integrate a multicultural and international perspective?”

REPORT: PRESIDENTIAL SEARCH

Vice President for Human Resources and Legal Affairs Stephen Smith distributed and provided an overview of a document containing a tentative timeline for the Presidential Search Process and noted, “This is a proposed timeline that has not yet been published to the campus and is being presented for Board discussion and approval.”

Chair Liaw referred to the Campus Open Forums scheduled for October 24 and 25 as opportunities for members of the campus and the community-at-large “to tell us what you would like to see in our next President” and noted that the input from the Forums would be used to develop a Presidential Profile.

Trustee Washburn stated, “This is a challenging issue. Selecting a President is the most important decision that the Board has to make.” He communicated understanding the need “to get things right” but also spoke to the possible consequences of extending the timeline too far out.

Trustee Terpstra shared, “The Board interviewed three search consultants/firms and all three suggested similar timelines and recommended moving swiftly. We really want a top candidate and top people get committed to another institution very quickly.”

Chair Liaw read a statement from Trustee Barrett who was unable to attend the October 23, 2013 meeting. (Statement attached.)

While responding to a question from Chair Liaw regarding Cognitive Errors Training, Professor and Federation of Teachers President Amy Kinsel stated that she had prepared a memorandum regarding the Presidential Search Process and Timeline denoting the Federation’s “request that the Board of Trustees reconsider the tentative timeline for the Presidential Search prepared for presentation at its October 23, 2013 meeting (a draft document dated 10/18/13).” Professor Kinsel indicated that the request was “to slow the process down by three weeks by extending the application deadline through December 31st”—the Winter Break period when faculty and students are not on campus.

Trustees Terpstra and Washburn came up with some alternate timelines for the Board to consider and along with Chair Liaw, agreed to a revised timeline that would be disseminated to the campus.

Chair Liaw requested that the Presidential Screening Committee participate in a Cognitive Errors Training and that there also be training for the Board on Multicultural Competencies.

REPORT (BUDGET): BOARD GOALS, PRIORITIES & PROCEDURES

Chair Liaw removed this item from the agenda.

REPORT: 2013 – 2014 BOARD MONITORING REPORTS (BMRs) ↔ YEAR ONE SELF-EVALUATION REPORT ANALYSIS

Chair Liaw announced that she and Interim President Campbell will meet to determine the focus areas and reporting timeline for the 2013 – 2014 BMRs.

REPORT: SCC FACULTY

Professor Kinsel distributed the Presidential Search Process and Timeline 2013-14 Memorandum. (Memorandum attached.)

Professor Kinsel informed the Board of the Dedication Ceremony of the tree planted in memory of Erin Walker scheduled for 11:00 AM on Saturday, November 2.

In closing, Professor Kinsel stated that the quarter has been productive, a good turnout is expected at the Campus Open Forums and that the Federation membership will be voting on the increase to Faculty salaries.

REPORT: SCC CLASSIFIED

Instructional Support Technician Jerry Owens thanked Chair Liaw for arranging a meeting for him with Representative Cindy Ryu and expressed his appreciation for the Board's flexibility on the Presidential Search Timeline.

Instructional Support Technician Owens stated that with more and more visitors touring the campus and programs, it is becoming more evident that there is a need for a new Science Building.

REPORT: SCC STUDENT BODY ASSOCIATION

Student Body Association (SBA) Prime Minister (PM) Tony Owuor read the SBA's draft mission statement.

PM Owuor spoke of recent SBA led activities including the allocation of mini-grants to social and educational programs, interviewing students to serve on campus-wide committees and encouraging students to be more engaged on campus via an Involvement Fair.

PM Owuor noted that the Student Parliament is in the midst of establishing a process related to Student Club Advisors.

REPORT: SCC PRESIDENT

Interim President Campbell reported that the campus is “grieving yet again” and spoke of the recent passing of J.D. Humphreys, a student in the Energy Program.

In his role as a Board Member of a Non-Governmental Organization (NGO) since 2010, Interim President Campbell had an opportunity to spend approximately a week at a secondary school in eastern Kenya—a trip he described as “invigorating.” He communicated that this second trip to Kenya and the school provided him with the opportunity to meet with national and local officials and spend time with the school’s 130 “extraordinary students.”

Interim President Campbell stated that he “thought a lot about the similarities between what I saw there and what we have here (skills gaps, for example) and the key is education.”

Interim President Campbell also attended the ACCT Leadership Congress and mentioned the keynote by Bill Gates, who spoke about MOOCs (Massive Online Open Courses)...not in the context about being the way to go, but rather as a mode of experimentation. He spoke of the need for the College: “to show the ways that we are world class; to be open to new approaches and innovation; and to be more sophisticated about data.”

Interim President Campbell continues to visit classes and recently spent time in Professor Judy Penn’s Microbiology Lab and Professor Kira Wennstrom’s Biology Lab.

Student Housing is moving forward and Interim President Campbell expects that a revised Memorandum of Understanding (MOU) will be signed when he and Trustee Washburn are in China as part of the Governor’s Trade Mission Delegation.

REPORT: CLOSING REMARKS – BOARD OF TRUSTEES

Trustee Terpstra communicated that she knows the family of J.D. Humphreys and learned that he “felt accepted here and was able to get a good job.”

ADJOURNMENT:

Chair Liaw adjourned the meeting at 5:32 PM.

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Signed _____
Shoubee Liaw, Chair

Attest: December 4, 2013

Lori Y. Yonemitsu, Secretary

Statement from Trustee Phil Barrett for October 23, 2013 Regular Meeting of the Board of Trustees

As you are aware, I will miss the October Board of Trustees meeting.

It should be no surprise that I am concerned about the pace of the Presidential search. On the current trajectory, it looks like next June or July will be the earliest that a Permanent President can be seated. Shoreline CC has a number of senior administrators that are either in acting or interim roles. Coupled with an Interim President, I worry that outsiders may see SCC as unstable. Prospective students, faculty and administrators may pause when considering SCC. There is a clear reluctance to resolving those interim and acting positions prior to the arrival of a Permanent President. This pushes the resolution of those positions out into late 2013 or even 2014. I believe this does not serve our students at all well.

In addition, there is a major retirement wave going on among university presidents. According to ACCT over 800 presidents and chancellors will retire within the next 2 years. The demand for qualified candidates will hit unprecedented levels. This will make our search for a Permanent President all the more challenging. Every day, there will be more colleges vying for the limited pool of qualified applicants.

So, I support anything that can be done to accelerate the process. I have the utmost confidence in the Chair of the Board of Trustees and my fellow trustees. I will support whatever actions the Board takes towards this goal in the October meeting.

Phil

October 11, 2013



Shoreline Community College

Federation of Teachers

AFT Washington

Local 1950

Date: October 23, 2013

To: Shoreline Community College Board of Trustees

From: Amy Kinsel, President SCCFT Local 1950

Subject: Presidential Search Process and Timeline 2013-14

The Shoreline Community College Federation of Teachers respectfully requests that the College Board of Trustees reconsider the tentative timeline for the Presidential Search prepared for presentation at its October 23, 2013 meeting (a draft document dated 10/18/13). The Federation asks that the application period extend to December 31, 2013, and that the application review period begin on January 6, 2014, with subsequent dates in the timeline adjusted accordingly. The finalist could be identified by the third week of March under this revised timeline, which leaves plenty of time to hire an excellent new president by the Board's target date.

Everyone has an interest in identifying a new Shoreline Community College president as quickly as possible. However, a rushed process will likely shortchange the candidate pool by cutting down on the number of applicants, and it runs the risk of a poor decision. In addition, a rushed process will make it more difficult for the Shoreline community to accept the results of the process.

The proposed accelerated hiring schedule creates unintended obstacles for the Shoreline community by inviting two major campus constituencies to participate in the search process—faculty and students—while scheduling critically important steps in the search process during times when members of these constituencies are not on campus. In addition, the proposed timeline requires significant work by screening committee members from all constituencies during the holiday season when everyone has family commitments.

The result of a presidential search process is not only actually to hire a great president for Shoreline, but also to convince everyone at the College that the candidate who is selected will in fact be a great president for the institution as a whole. In order to accomplish this second objective, the campus community must be assured that the selection process was inclusive, thoughtful, and transparent. A process that is rushed unnecessarily will not achieve that goal.