

SHORELINE COMMUNITY COLLEGE
DISTRICT NUMBER SEVEN
BOARD OF TRUSTEES
REGULAR MEETING OF MAY 22, 2013

MINUTES (REVISED – June 26, 2013)

STUDY SESSION

College Fees

Financial Services Director Stuart Trippel referred to the contents of TAB 1 (College Fees): *Shoreline Community College, Parent-Child Center Rate Comparison – April 2013; Fee Revision Proposal: 2013-2014 (Submitted by the Parent-Child Center); Expedited Transcript Fee; International Diploma Mailing Fee*. In addition, he distributed the following documents to the Board: *Parent Child Center Fee Increase Analysis; Discussion of Parking Fee Options; 2013 SCC Parking Permit Cost Comparison*.

Director Trippel noted that proposals for fee increases were solicited, presented to the Operations Leadership Team (OLT) and then to the Senior Executive Team (SET) with “less than 50% of the proposals, brought forward.”

Acting Dean Bob Francis and Parent-Child Center Director Darlene Bakes spoke about the justification for the Parent-Child Center’s proposed changes to the current fees and the proposed new fees while Director Trippel and Registrar Chris Melton went over the justification for the proposed Expedited Transcript Fee and International Diploma Mailing Fee.

Vice President for Administrative Services Daryl Campbell joined Director Trippel in going over the *Parking Fee Options* and the *2013 SCC Parking Permit Cost Comparison*. “The Parking Budget does not receive any state monies and the vast majority of the Safety and Security Budget is funded by the revenue from parking. It takes approximately \$413,500.00 to run the parking operations.”

Vice President Campbell and Director Trippel also shared with the Board how the Metro Program has changed dramatically and costs have risen substantially resulting in the Student Parliament looking into “decoupling” the Sustainable Commuter Options Fee (SCOF) Budget from the Parking Budget so that SCOF revenue is used solely to subsidize student bus passes.

Knowing about how the Board feels about increasing fees for students, Vice President Campbell asked the Board for its thoughts. Trustee Liaw noted that she likes the “idea of a shuttle” and suggested the use of a punch card in relation to the option of charging students for the shuttle service.

2013 – 2014 Student Services & Activities (SS&A) Budget

Alex Peterson, SBA Minister of Treasury and SS&A Committee Chair and Dillinger James, SBA Minister of Finance, summarized and provided a slide presentation of the key elements of the *2013-2014 Student Services and Activities (SS&A) Budget Proposal*—the 2013-2014 proposed allocation; anticipated expenditures of programs; budget breakdown; budget change rationale.

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As noted in the Executive Summary of the *2013-2014 Student Services and Activities Budget Proposal* document submitted to the Trustees prior to the Board's May 22 Regular Meeting:

The SS&A Committee would like to propose a **fee-neutral budget** to the Board of Trustees. In other words, there will be no request for a fee increase this year. This proposal will provide **\$1.2 million** of funding to SS&A-funded items for the 2013-2014 academic year.

Minister of Treasury Peterson and Minister of Finance James spoke about Echo, a pilot project (software program) implemented in Fall Quarter 2011 to track "student involvement in extra-curricular activities and serve as a platform for clubs and programs." While the number of registered users and club and program participation has steadily increased, there have been difficulties in getting the campus "on board with Echo"—primarily because "there is no one qualified in the Student Leadership Center to maintain and run it."

The Trustees commended Minister of Treasury Peterson and Minister of Finance James for their excellent, thoughtful and professional presentation.

Chair Barrett called for a ten-minute break.

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 Barrett at 4:12 PM in the Board Room of the Administration Building at Shoreline Community College.

MEMBERS PRESENT:

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

Assistant Attorney General Alan Smith 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 April 24, 2013
- One set of minutes from the Special Meeting of May 6, 2013
- One set of minutes from the Special Meeting of May 7, 2013

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Motion 13:12: A motion was made by Trustee Terpstra to approve the Consent Agenda.

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

REPORT: BOARD OF TRUSTEES CHAIR

Chair Barrett called upon President Lambert. President Lambert spoke of Shoreline Community College being a special place and announced that he has accepted the opportunity to serve as the Chancellor of Pima Community College and referred to a letter he had submitted to the Board, noting that his last day on campus would be Commencement (June 9, 2013) and that he would utilize his annual leave from June 10 – 30, 2013. He expressed his appreciation to the campus, noting, “We did it together.”

Referring to the section (BPR-6.1) in the Board’s Policy Manual related to an Acting President, President Lambert noted that he had submitted another letter to the Board, recommending that Vice President for Administrative Services Daryl Campbell serve as the Acting President from June 10 – 30, 2013.

Chair Barrett conveyed that he learned a lot from President Lambert and appreciated his hard work and commitment.

Trustee Liaw read Resolution No. 125 (Commending Service of President Lee D. Lambert).

Motion 13:13: A motion was made by Trustee Liaw to approve Resolution No. 125 (Commending Service of President Lee D. Lambert)

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

Chair Barrett noted that he had great faith in Vice President Campbell to serve in the Acting President position. He then spoke about the next steps in relation to the filling of the Interim President position and asked the Board, “What do you think we need in an Interim President?”

Trustee Olstad stated, “An interim needs to recognize and be familiar with the programs that this Board has endorsed. This is not a time to stand still and go backward but the time to keep going forward and keep the day-to-day...going.”

AAG Smith noted that it was important for the Board to think about the amount of time an Interim President will serve. Chair Barrett expressed uncertainty at how long the search process for a permanent President could take and noted that it took the Lake Washington Institute of

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Technology approximately nine months to conduct its Presidential Search. He added, “I hope that we can do this quickly and have a new President in six months. This is only based on hope. Summer is going to slow us down. It could be a year from now.”

AAG Smith noted that the College is in a good position to have a new President by July 1 of 2014. “This summer will involve a lot of preparatory work.”

Trustee Washburn stated, “Time and process is secondary. Do not want to rush things. The Interim President has to hit the ground running, deliver on current initiatives as well as move with new initiatives. Let’s not worry about the timeline and take our time to find a right person.”

Trustee Liaw spoke about what is happening in the Legislature and mentioned, “I have heard that there may be a second Special Session.” “I want the Interim President to know how to sustain our campus without our budgets in place; someone to continue the initiatives and who knows what our finances are like.”

Trustee Terpstra recalled that during the last Presidential Search, “We had a very large committee and the committee could not come to a unanimous decision.” In regard to an Interim President, Trustee Terpstra stated that it was important to not drop the Student Housing Project.

Trustee Olstad agreed with Trustee Washburn regarding the timeline—“We want to get the best person. Really good candidates are not going to leave in the middle of an academic year.”

President Lambert shared what the process what like for the Chancellor position at Pima Community College. He suggested that the Board consider a “mini process” for its selection of an Interim President.

Chair Barrett stated that he would like members of the campus community to send thoughts and ideas regarding the Interim President position to Lori Yonemitsu, Executive Assistant to the President and Secretary to the Board of Trustees.

OPEN COMMENT PERIOD

Ric Heideger, President of the Shorewood Hills Homeowners Association, communicated that he and his brother attended Shoreline Community College and that many of his employees attend trainings on campus. He read a letter addressed to the Board of Trustees. (Letter attached.)

Dean Susan Hoyne complimented the “Grounds Crew” and the Classified Staff members who organized the recent and very successful, Closet Swap. She distributed and provided an overview of a document entitled *Our Students’ Successes from the Science (STEM) Division* that included the Colleges and Universities where SCC students are transferring to, or have graduated from.

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Director of the Virtual College and eLearning Services Ann Garnsey-Harter recognized the students and Faculty members who have moved to the Canvas platform, noting that 197 classes “are on Canvas this quarter” and read some of the pro Canvas comments she has received.

College Retiree and former Vice President for Academic and Student Affairs John Backes shared that he worked with President Lambert since “Lee came to the College” and watched the whole process of his learning to be a President. He added, “Whether you agree with Lee or not, there is hard evidence that shows the College is in a much better place than 2005. Anyone who disagrees is not being respectful.” To the Board, he stated, “You will have to pay for a top notch consultant as well as pay the salary to attract a true leader.” To the Campus Community, he conveyed, “You are not going get the candidates you want unless you pay more than what you currently pay.”

Kim Thompson, Office of Special Services Director, Associate Dean of Student Services and Chair of the ADA Committee presented a certificate to Faculty Member Grace Rhodes on behalf of the ADA Committee for her work in making sure that the campus is accessible.

STUDENT RECOGNITIONS

Collegiate DECA Members

Professor Stephen McCloskey introduced the Collegiate DECA (Delta Epsilon Chi) Members— “the most successful group since the 1990s, winning more awards than other colleges” at the national DECA Competition. Professor McCloskey spoke of the individual and collective achievements of the Members and noted that the group received Presidential Level honors at the competition—“the only chapter in the state to receive this honor.”

All Washington Academic Team Members

Professor Terry Taylor provided an overview of Phi Theta Kappa (PTK), an International Honor Society of the two-year college and noted that seventy-one new members have been inducted to the College’s chapter. Professor Taylor expressed his appreciation to the campus personnel who assist with PTK activities and introduced (and presented certificates to) Ms. Robin Fahlstrom and Ms. Jane Lo, Shoreline Community College’s members of the 2012 - 2013 All-Washington Academic Team.

REPORT (BMR): I-BEST PROGRAMS/ENROLLMENT

Director of ESL/ABE/GED & I-BEST Bill Sperling provided an overview of the Board Monitoring Report on I-BEST (Integrated Basic Education & Skills Training) Programs/Enrollment and stated, “Shoreline Community College has been a leader in I-BEST and in fiscal year 2012, was one of the top five I-BEST schools by FTE.” He included information related to the “Dramatic Results of I-BEST in Washington State and the Cost Benefit to Students and Society.”

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In addition to the four I-BEST Programs (Automotive General Services Technician; CNC Machinist; Office Technology; Nursing Assistant Certified) at the College, Director Sperling stated, "We are looking at the Apartment Maintenance I-BEST Program."

At 5:45 PM, Chair Barrett called for a break and the Board reconvened into Regular Session at 5:52 PM.

REPORT: LEGISLATIVE UPDATE

Executive Associate to the President for External Affairs McKinzie Strait distributed and provided an overview of a document entitled *Washington State Legislature: Post-session update*—an outline of key bills. She noted that the "Regular Session ended without a budget and there are very different budgets from the Chambers" and that the Special Session (which began last week) is unique in that "the Governor asked the Legislature to act upon policy bills." Executive Associate Strait conveyed that the community colleges are requesting funding at maintenance levels and that "we should be prepared for the final budget to look very different."

Chair Barrett noted that if SB 5893 (International student tuition surcharge) were to pass, "it could significantly hurt us."

Trustee Liaw spoke about the impact to part-time employees if SB 5905 (Health coverage for part-time employees under ACA) passes.

REPORT: SCC FACULTY

Professor Kira Wennstrom, SCCFT 1st Vice President/Parliamentarian, congratulated President Lambert. She noted that she attended one of the Open Forums with the Team from Pima Community College during the Team's visit to SCC and spoke of the many positive things communicated at the Open Forum. Professor Wennstrom stated that the Faculty is looking forward to working with Acting President Campbell and offered the SCCFT's support in choosing an Interim President. "We are pleased to hear that the Board is going to run an inclusive process that we hope is open and transparent."

Faculty contract negotiations have concluded. One of the main changes includes the addition of an article related to Senior Associate Faculty.

REPORT: SCC CLASSIFIED

Instructional Support Technician Jerry Owens expressed his appreciation for Trustee Liaw's comments about SB 5905. "We already have difficulty attracting good part-time employees and the impact if this Bill was to pass, would result in a loss of all benefits for part-time Classified Staff."

Instructional Support Technician Owens spoke about the labor unrest at The Evergreen State College and is concerned that “we will see labor unrest all over the state.” He thanked President Lambert for being a “Labor Advocate from day one, being supportive of Classified Staff and being the one who suggested the overtime trainings.”

REPORT: SCC STUDENT BODY ASSOCIATION

Student Body Association President (SBA President) Kanpong Thaweasuk shared that while Echo did not function as planned, he feels that the co-curricular transcript that Echo generates, assists in strengthening students’ applications to other institutions. “The program needs oversight in order to be successful.”

SBA President Thaweasuk noted that the SBA will no longer be able to provide monetary compensation to students serving on campus wide committees. He informed the Trustees that a Retreat and Training for new and current SBA Officers will take place soon.

In closing, SBA President Thaweasuk provided “insight from my perspective, not advice” to the Board about Trustees coming to campus more frequently to see what is going on.

REPORT: SCC PRESIDENT

President Lambert expressed his appreciation to College personnel for Shoreline’s successes and his gratitude for the opportunity to “work with each of you.”

In regard to the Innovation Fund, President Lambert anticipates that six of the eight sabbatical proposals, will be awarded funding via the Innovation Fund and that Vice President for Academic and Student Affairs James Jansen, will develop metrics related to the R.O.I (Return on Investment) tied to the activities financed by the Innovation Fund.

President Lambert provided an overview of a potential opportunity with the Wadhvani Foundation, the College’s receipt of a College Spark grant and the ways in which the College has rebuilt its relationships with the Shoreline School District and the City of Shoreline. In addition, he informed the Trustees of Professor Emeritus Margaret Svec’s Legacy Gift totaling \$200,000.00 to the College’s Library, Nursing Program and Women’s Center.

In closing, President Lambert thanked the Board for its service and stated that he believes the “College will have many great years ahead.”

REPORT: CLOSING REMARKS – BOARD OF TRUSTEES

The Board discussed the challenges and aspects related to filling the permanent President position and “authorizing the Administration to develop an RFP to look for an Executive Search Consultant.”

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Motion 13:14: A motion was made by Trustee Liaw to approve moving forward with the RFP process related to the search for a permanent President.

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

*Note: The Board will discuss and approve an Executive Search Consultant Budget at its June 2013 Regular Meeting.

Trustee Liaw communicated to AAG Smith that the Board would like to have continuity in relation to one AAG serving the College.

Trustee Terpstra shared that the TACTC (Trustees Association for Community and Technical Colleges) does a great job of bringing Trustees from across the state, together. However, at the last TACTC Convention, she stated that the SCC Trustees were the lone “no” when voting on whether or not to raise the TACTC Membership Dues for a second year in a row.

On behalf of the Board, Trustee Liaw thanked President Lambert for his service to Shoreline Community College.

ADJOURNMENT:

Chair Barrett adjourned the meeting at 6:49 PM.

Signed _____
Phil Barrett, Chair

Attest: June 26, 2013

Lori Y. Yonemitsu, Secretary

MAY 22, 2013

SCC HOUSING - LETTER TO THE BOARD.

HELLO MY NAME IS RIC HEIDEGER. I AM THE PRESIDENT OF SHOREWOOD HILLS HOMEOWNERS ASSOCIATION. I REPRESENT OVER 200 HOME OWNERS THAT LIVE JUST ACROSS INNIS ARDEN WAY. I AM HERE TODAY TO PERSONALLY TELL YOU THAT YOUR NEIGHBORS DO NOT WANT THE STUDENT HOUSING BUILT ON THE CAMPUS. WE LIVE WITH YOUR TRAFFIC EVERY DAY. WE LIVE WITH YOUR NOISE EVERY DAY. WE HAVE LIVED WITH YOUR DRAINAGE PROBLEMS, YOUR LIGHTS AND YOUR WEEKEND RENTAL OF YOUR PARKING LOTS. IN THE LAST 10 YEARS, YOUR TRAFFIC AND PARKING HAS BEEN GETTING WORSE EVERY YEAR. WE HAVE PUT UP WITH IT AND ARE STILL PUTTING UP WITH IT BECAUSE OF THE BENEFIT THE COLLEGE PROVIDES TO THIS COMMUNITY AND THE PEACE AND QUIET WE GET ON THE WEEKENDS.

THE STUDENT HOUSING ON CAMPUS WILL CHANGE THIS CAMPUS AND THIS NEIGHBOR HOOD. 400 STUDENTS, 24 HRS A DAY 7 DAYS A WEEK, 365 DAYS YEAR; IS THAT WHAT YOU WOULD WANT BUILT RIGHT ACROSS THE STREET FROM YOUR HOUSE? YOUR OWN TRAFFIC DESIGN TEAM HAS NO ANSWER OF HOW TO FIX

THE ENTRANCE AND EXIT PROBLEMS. DURING THE NEIGHBOR HOOD QUESTION AND ANSWER MEETINGS YOUR TEAM DID NOT EVEN TALK TO OTHER COLLEGES ABOUT HOW HOUSING HAS CHANGED THEIR CAMPUSES AND TRAFFIC. YOUR TEAM TELLS US THIS HOUSING PROJECT WILL NOT HAVE ANY IMPACT ON TRAFFIC OR NOISE OR ANYTING ACCORDING TO THEM. YET I KNOW 400 STUDENTS LIVING ON CAMPUS WILL NOT JUST STAY IN THEIR DORM ROOMS. MY SON IS SOPHMORE IN COLLEGE RIGHT NOW AND LIVES IN A DORM. I KNOW EXACTLY WHAT STUDENTS IN THE EVENINGS AND WEEKENDS ARE DOING. SIGNING A LEASE WILL NOT STOP STUDENTS FROM LOUD MUSIC AND PARTIES. ESPECIALLY WITH A VERY CONVIENENT PARK THAT IS RIGHT NEXT DOOR. HOW MANY FAMILIES ARE GOING TO WANT TO WALK THEIR KIDS THROUGH A PARK THAT NOW BUTTS UP AGAINST A 400 BED HOUSING PROJECT. HOW DOES THIS IMPROVE OUR COMMUNITY AND OUR NEIGHBORHOODS. THIS IS AN INSULT TO US. 2 YEARS AGO WHEN YOU ASKED US ABOUT HOUSING, WE TOLD YOU NOT ON CAMPUS. TODAY WE STILL SAY NOT ON CAMPUS.

AS YOU KNOW SHORELINE COMMUNITY COLLEGE WAS STARTED BY SHORELINE SCHOOLD DISTRICT TO SERVE THE STUDENTS OF THIS COMMUNITY. SHORELINE COMMUNITY COLLEGE IS A VERY UNIQUE CAMPUS, SET IN A VERY RESIDENTIAL NEIGHBORHOOD, WITH 2 LANE ROADS ON 3 SIDES AND A PARK ON THE OTHER.

JUST BECAUSE YOU HAVE AN INVESTOR THAT WANTS TO PUT HOUSING ON
CAMPUS DOES NOT MEAN THAT THIS IS THE BEST IDEA. IF YOU REALLY CARE
ABOUT THIS COMMUNITY YOU WILL PUT THE HOUSING WERE IT BELONGS ON
AURORA AVENUE. A LOCATION THAT HAS THE INFRASTRUCTURE (ROADS, BUSES,
FOOD, ETC...) TO HANDLE 450+ PEOPLE 24 HRS A DAY.