

SHORELINE COMMUNITY COLLEGE  
DISTRICT NUMBER SEVEN  
BOARD OF TRUSTEES  
REGULAR MEETING OF FEBRUARY 26, 2014

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 Vice Chair Tayloe Washburn at 4:01 PM in the Board Room of the Administration Building at Shoreline Community College.

MEMBERS PRESENT

Trustees Phil Barrett, Catherine D'Ambrosio, Tom Lux and Tayloe Washburn were present.

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

CONSENT AGENDA

Vice Chair Washburn asked the Board to consider approval of the Consent Agenda.

On the agenda for approval:

- One set of minutes from the Regular Meeting of January 22, 2014
- One set of minutes from the Special Meeting of January 27, 2014
- One set of minutes from the Special Meeting of January 31, 2014
- One set of minutes from the Special Meeting of February 6, 2014
- College Calendars (Academic Years: 2015-2016; 2016-2017)

Trustee D'Ambrosio identified and submitted an amendment for the Study Session portion on the minutes from the Regular Meeting of January 22, 2014.

Motion 14:04: A motion was made by Trustee Barrett to approve the amended minutes from the Regular Meeting of January 22, 2014 and the minutes from the Special Meetings of January 27, 2014, January 31, 2014 and February 6, 2014.

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

Motion 14:05: A motion was made by Trustee Lux to approve the calendars for academic years 2015 – 2016 and 2016 – 2017 as presented.

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

REPORT: BOARD OF TRUSTEES CHAIR

Vice Chair Washburn provided an overview of the items on the February 26, 2014 agenda.

OPEN COMMENT PERIOD

Student and SBA (Student Body Association) President Michelle Wu read a statement, resigning her position as SBA President. In addition to sharing that she was fortunate to hold a leadership position in Student Government, she spoke of the challenges she faced during her tenure and that it was difficult for her to step down.

Professor Ernest Johnson and Director Yvonne Terrell-Powell thanked the Board for its leadership and guidance and noted that they were asked by Chair Liaw to put together a Multicultural Competency Model for Leadership positions. In addition, a recent training on Cognitive Errors was attended by twenty employees and Professor Johnson and Director Terrell-Powell have received requests to provide additional sessions.

Director James Wagner announced that student Frenchie Loveheart “took first place in the Entrepreneurship area” in a recent DECA (Delta Epsilon Chi) competition.

Executive Director Ann Garnsey-Harter introduced new Grants Director David Pinter. Director Pinter comes to the SCC with nine years of development experience.

ACTION: FACULTY SABBATICAL PROPOSALS (2014 – 2015)

Interim Vice President for Academic and Student Affairs Alison Stevens thanked Professor Dutch Henry for chairing the Sabbatical Selection Committee and read the following from the Agreement By and Between The Board of Trustees Of Community College District Number VII and the Shoreline Community College Federation of Teachers, Local No. 1950, AFT Washington/AFT/AFL-CIO:

The purpose of a sabbatical leave for Shoreline Community College academic employees should primarily be to deepen, enrich, and renew the individual for his/her primary task. Duties of an academic employee involve not only classroom instruction, counseling, reference and research, but also a wide range of related and supportive activities. The sabbatical leave should serve to make the academic employee more effective in as many of these roles as possible.

The Trustees spoke of the value of sabbaticals and how struck they were by the number that “are extending into the online space.” Based on questions from several Trustees, Professor Amy Kinsel confirmed that post-sabbatical reports are submitted to the Board.

### **Excerpts from TAB 2 (Faculty Sabbatical Leaves, 2014-2015)**

#### **Background**

For the 2014-2015 academic year a total of fourteen (14) quarters of sabbatical leave is being recommended. All faculty recommended are eligible for a sabbatical leave, and the faculty Sabbatical Selection Committee has complied with the provisions of Article XIII: Leaves of the 2013-2016 Agreement.

Six sabbatical applications were submitted for consideration to the faculty Sabbatical Selection Committee, chaired by Professor Dutch Henry. The Committee recommended full year (three quarters) sabbatical leave for three faculty members at 86% compensation, two quarters sabbatical leave for two faculty member at 86% compensation, and one quarter sabbatical leave for one faculty member at 100% compensation.

#### **Recommendation**

It is recommended that sabbatical leaves be granted to Emanuela Agosta, Gary Parks and Davis Oldham for three quarters each during the 2014-2015 academic year at 86% compensation; to Mark Hankins and Shannon Flynn for two quarters each during the 2014-2015 academic year at 86% compensation; and to Paul Herrick for one quarter during the 2014-2015 academic year at 100% compensation.

Motion 14:06: A motion was made by Trustee Lux to approve the granting of sabbatical leaves for 2014 – 2015 as recommended in TAB 2 (Faculty Sabbatical Leaves, 2014-2015).

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

### **REPORT: PRESIDENTIAL SEARCH**

Vice Chair Washburn and Trustee Barrett served on the Presidential Search Screening Committee (PSSC). Vice Chair Washburn expressed appreciation for the perspectives from those serving on the PSSC and shared “out of the process, came excellent candidates.” He and Vice President for Human Resources and Legal Affairs Stephen Smith spoke of the factors (scheduling challenges, for example) that contributed to extending the Presidential Search timeline, into April. Vice Chair Washburn added, “We have received comments expressing frustration with the delay.”

Vice President Smith asked the Board to consider taking action on three items.

- A. An adjustment to the proposed interview schedule (week of April 7-11, 2014) in order to accommodate two candidates (finalists)—with the Board interviewing Presidential finalists on April 7, 8, 10 and 11, 2014.

Motion 14:07: A motion was made by Trustee D'Ambrosio to approve the dates of April 7, 8, 10 and 11, 2014 for Presidential finalist interviews with the Board of Trustees.

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

- B. Communication of the final interview schedule to the ACCT Search Consultants and finalists as well as updating of the Presidential Search page on the College's website after the adjournment of the February 26, 2014 Regular Meeting of the Board of Trustees.

Motion 14:08: A motion was made by Trustee Barrett to approve communication of the final interview schedule and the updating of the College's Presidential Search page as proposed.

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

- C. Authorizing the necessary travel and per diem expenses for each candidate (finalist) and her/his spouse.

Motion 14:09: A motion was made by Trustee Barrett to approve the necessary travel and per diem expenses for each finalist and her/his spouse.

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

REPORT: CAPITAL PROJECT SUBMISSION – ALLIED HEALTH & SCIENCE BUILDING

Interim President Daryl Campbell communicated that the Project Request Report (PRR) for the Allied Health and Science building will be submitted to the SBCTC (State Board for Community and Technical Colleges) on February 28. He reiterated the importance of local funds and the positive impact of matching dollars on the scoring of the PRR.

As far as a capital campaign for the Allied Health and Science building, Interim President Campbell and Trustee Barrett spoke of the rationale behind the decision to lower the initial campaign goal from \$5 million to \$3 million and noted that the Foundation's Board of Directors, "is fully on board."

#### REPORT: STUDENT HOUSING

Interim President Campbell stated that the College and the City continue to work together on the "City's questions and the College's needs." He added that parking, traffic and pedestrian safety are the paramount concerns of the City. In response, the College provides the City with regular updates related to parking and traffic. A walk through of the areas concerning pedestrian safety, including areas off campus, is planned. Trustee D'Ambrosio expressed an interest in participating in the walk through of the areas and suggested such activities also take place during non-daylight hours.

Interim President Campbell informed the Trustees that the hearing on the Student Housing Project at the City is scheduled for April 22.

#### REPORT: LEGISLATIVE UPDATE

Interim President Campbell and Trustee Lux attended the ACCT's (Association of Community College Trustees) National Legislative Summit in Washington, D.C. Highlights included opportunities for the group from the state of Washington to meet with Senator Murray and an aide to Congressman McDermott.

At the state level, Interim President Campbell shared that the Legislature passed the Dream Act and it looks like the supplemental budget will pass and there will be no increases to tuition.

#### REPORT: INSTITUTIONAL ASSESSMENT

Director of Institutional Research Bayta Maring went over a series of graphs denoting the percent of students from the fall quarter returning in the winter quarter related to the following categories: College Priorities (International/Non-International, Veteran/Non-Veteran, eLearning); Student Type (Program, First Time/Returning); and Student Demographics (Sex, Race/Ethnicity).

Director Maring also provided an overview of a series of graphs denoting the percent of course credits completed related to the following categories: College Priorities (International/Non-International, Veteran/Non-Veteran, eLearning); Student Type (Program, First Time/Returning); and Student Demographics (Sex, Race/Ethnicity). All graphs, with the exceptions of the graphs tied to eLearning, reflected percentages from

the fall quarters of 2009, 2010, 2011, 2012 and 2013. The eLearning graphs contained percentages from the fall quarters of 2011, 2012 and 2013.

Interim President Campbell stated, “There numbers assist us in the establishment of the baseline and we will continue to deeply analyze the numbers.”

#### REPORT: SCC FACULTY

Professor Kinsel expressed appreciation to the Board for its approval of the 2014 – 2015 sabbatical applications.

Professor Kinsel distributed a memorandum dated February 26, 2014 with the subject line SCCFT Local 1950 Report and provided an overview of the items contained in the memorandum. (Memorandum attached.)

#### REPORT: SCC CLASSIFIED

Instructional Support Technician Owens stated, “What applies to the Faculty in regard to COLAs is the same for Classified Staff.” While Classified Staff receive step increases, there is a point (approximately after five years) at which the increases “top out.” He spoke of the ongoing challenges in retaining Classified Staff and noted, “We are seeing a 15% turnover annually—not through retirements, but through resignations.”

Instructional Support Technician Owens shared that while he is pleased with plans for the Allied Health and Science Building, he had questions about whether the floor plans presented at the January Study Session would work for the programs that will be housed in the building.

#### REPORT: SCC STUDENT BODY ASSOCIATION

Student Body Association President (SBA President) Michelle Wu shared that the Student Parliament is in the process of hiring new representatives and spoke of merging two positions with like roles and responsibilities, into one position. She also informed the Trustees that interviews related to SS&A (Student Services & Activities) Budget proposals concluded and reviews and recommendations are transpiring in order to prepare for the SS&A Budget presentation to the Board in May.

In response to SBA President Wu’s question to the Board about the Board’s expectations for the SBA President’s Report, the Trustees requested:

- Information about what an institution can do to provide top notch student services.
- Hearing concerns and issues around advising and what constitutes support.

- Learning about what is going right as well as where improvement is needed.
- Helping the Board to understand what the most important things are. What is it that would make a difference?

REPORT: SCC PRESIDENT

Interim President Campbell:

- Welcomed and introduced Dan Fey, the new Dean of Workforce and Continuing Education.
- Reiterated that the College is in the design phase of the Allied Health and Science Building and that the “sketch is part of the PRR process and has no relation to the design.”
- Touched upon the topics at the February 14 All Campus Meeting – Emergency Management, Enrollment. He added that while “revenue has exceeded our expectations and international enrollment is growing, we have experienced 12 consecutive quarters of decline in domestic student enrollment.” He noted, “The decline in enrollment is not unique to Shoreline.”
- Spoke of the need to stay vigilant in regard to the management of the College’s Budget. “We are moving into the budget process and with the involvement of the Strategic Planning/Budget Committee, are adding the Strategic Action Plans (SAPs) to the process.”
- Stated that the College will focus on retention and completion in the next four months.
- Communicated that there has been a leadership change in the Financial Aid Office.
- Shared that the Deans will be holding a retreat on February 28.
- Stated that revisions to the General Education Outcomes are taking place.
- Noted that he is scheduled for more international travel in April in order to solidify partnerships and develop partnerships in new markets.

Interim President Campbell concluded his report by informing the Board that he is a finalist for the position of President at North Seattle Community College.

REPORT: CLOSING REMARKS – BOARD OF TRUSTEES

Vice Chair Washburn stated that “the enrollment issue is a concern” and requested that Professor Kinsel and Instructional Support Technician Owens let the Board know of ways in which the Board can work with others to mobilize efforts.

In relation to the Presidential Search, Vice Chair Washburn stated, “We are determined to have the very best leadership.”

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ADJOURNMENT

Vice Chair Washburn adjourned the meeting at 5:42 PM.

Signed \_\_\_\_\_  
Tayloe Washburn, Vice Chair

Attest: March 19, 2014

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Lori Y. Yonemitsu, Secretary



*Shoreline Community College*

# Federation of Teachers

**AFT Washington**

**Local 1950**

**Date:** February 26, 2014  
**To:** Shoreline Community College Board of Trustees  
**From:** Amy Kinsel, President SCCFT Local 1950  
**Subject:** SCCFT Local 1950 Report

The Federation is pleased that the Administration has recommended Board approval of all the sabbatical leaves that were recommended by the Sabbatical Selection Committee. As the Collective Bargaining Agreement states, "The purpose of a sabbatical leave for . . . academic employees . . . [is] to deepen, enrich, and renew the individual for his/her primary task" as a tenured faculty member at the College. Thank you to the Administration and the Board for approving sabbatical leaves this year. These sabbatical projects will enrich the College and the faculty, who will redesign courses and complete research and writing in their disciplines.

The Federation looks forward to the addition of more than a dozen new tenure-track faculty to the College by Fall 2014. Most of these appointments fill positions that have been vacant for a number of years or have resulted from recent retirements. We expect to fill positions in Mathematics, English, Studio Arts/Photography, Biology, Business, Nursing, and Advising. We have already completing hiring of new tenure-track faculty in ESL, Engineering, and Automotive.

It is unfortunately the case that when I meet with new faculty for their salary placement, I need to let them know that the salary levels listed in the faculty contract do not mean that they will ever actually receive the salary increases they earn through experience and professional development. Faculty have not received Cost of Living Adjustments (COLAs) since 2008, which means with compound interest that some faculty are earning as much as 20 percent less than they would be earning had voter-approved COLAs for two-year college faculty and K-12 educators not been suspended by the Legislature. AFT Washington is pressing the House to include COLAs in the House supplemental budget.

Two-year faculty also have not received full step increases since 2008. These are incremental raises that currently must be funded by direct appropriation of the Legislature. Faculty at two-year colleges are the **only** state education employees who need special legislative approval for contractually-bargained step increases, and they are the **only** state education employees who do not have access to local funding for these locally-negotiated salary steps.

Because of the shift over the past few years from state funding to tuition funding of community colleges, more than half of the operating budgets of 21 of the 34 community and technical colleges come from local revenue, primarily tuition and fees. AFT Washington will testify at a hearing Friday morning at the Senate Commerce and Labor Committee urging the committee to approve HB 1348, a bill that authorizes Boards of Trustees to use local funds for step increases, and that has passed out of the House for the second year in a row.

Restoring COLAs and providing a stable funding mechanism for faculty step increases would go a long way toward improving the ability of Shoreline to recruit and retain the talented faculty we want to attract to meet the complex needs of our diverse student body. It has become increasingly difficult to attract faculty in a number of disciplines, and with the stagnation of faculty salaries, that problem will spread to more disciplines. To provide an example of what faculty salary stagnation looks like, I myself have been stuck at the same step level on the salary scale with no cost of living increase since I earned tenure in 2007. I know I speak for all faculty, full-time and part-time, when I tell you that it is very demoralizing to see one's take-home pay going down year after year in a job that requires a Master's Degree at a minimum and that requires a high degree of dedication to the College and commitment to students.

The Federation and the Administration are working together to help faculty to do their complex jobs as well as possible, even without the COLAs and full step increases they have earned. Student advising is undergoing a revamp at the College. Faculty are implementing new advising protocols and using new online advising tools to better serve students. A series of training workshops for faculty advisors begins this Friday afternoon and will continue into Spring quarter.

E-Learning is another area where faculty benefit from ongoing professional development support. The Federation and the Administration are working together to identify e-Learning faculty mentors who can be readily available in faculty office buildings to answer questions from their peers about online teaching.

Finally, faculty are looking forward to participating in on-campus interviews of the finalists for the College presidency. The Campus Diversity Action Committee this week sponsored an on-campus training in Rising Above Cognitive Errors led by Dr. Ernest Johnson and Dr. Yvonne Terrell-Powell. This well-attended workshop introduced administrators, faculty, and staff to the concept of cognitive errors in hiring practices and gave them some useful information about how to avoid making cognitive errors in the presidential interview process. The Federation supports expanding this training to include screening committee members for other positions on campus, especially faculty positions. A student population that is diverse in race, ethnicity, gender, sexual orientation, class, language, ability, religion, and national origin will surely benefit from working with a diverse faculty.