

## MINUTES

The Special Meeting of the Board of Trustees of Shoreline Community College District Number Seven was called to order by Chair Catherine D'Ambrosio at 9:00 AM in the Heritage Room (#302) at Shoreline City Hall, 17500 Midvale Avenue North, Shoreline, Washington 98133-4905.

## MEMBERS PRESENT

Trustees Phil Barrett, Catherine D'Ambrosio, Doug Jackson, Tom Lux and Clara Pellham were present.

Also present were members of the Executive Leadership Team: President Cheryl Roberts, Special Assistant to the President (and Retreat Facilitator) Laura Rehrmann, Vice Presidents Robert Francis & Stephen Smith, Executive Directors Diana Sampson, Stuart Trippel & Dawn Vinberg and Special Assistant to the President Jim Hills.

## COMMUNICATION FROM THE PUBLIC

None.

## OVERVIEW OF THE AGENDA

Chair D'Ambrosio provided an overview of the agenda for Day 2 (August 12, 2015) of the Board of Trustees Retreat ("Special Meeting").

## UPDATE: 2015 – 2016 BUDGET

### ORIENTATION: COLLEGE BUDGET & FINANCIALS

Executive Director for Budget & Capital Dawn Vinberg provided an overview of a slide presentation on the College's 2015 – 2016 budget which included an orientation to the College's budget and financial reporting. She noted that the Board approved the College's 2015 – 2016 budget at its June 24, 2015 Regular Meeting of the Board of Trustees and that no further action by the Board was needed in relation to the budget.

Executive Director for Business & Student Support Services Stuart Trippel updated the Board about the types of auditing processes the College has undergone or will undergo.

## NEW ALLOCATION MODEL

Executive Director for Budget & Capital Dawn Vinberg provided an overview of the current State Board of Community & Technical Colleges allocation model and the new allocation model. She added that the new allocation model be phased in under a three-year implementation plan.

#### UPDATE: ACCREDITATION

Vice President for Academic & Student Affairs Robert Francis spoke of the changes in the NWCCU's (Northwest Commission on Colleges & Universities) accreditation process. The College is in the midst of preparing its report for the mid-cycle visit in October 2015. He noted that the mid-cycle visit is a formative, rather than summative, assessment.

#### UPDATE: HOUSING

Executive Director for Business & Student Support Services Stuart Trippel provided a report on the status and future of Student Housing.

#### DISCUSSION: 2015 AREAS OF FOCUS ↔ STRATEGIC PLAN

The Trustees and members of the Executive Leadership Team discussed the items on a *Status Report from the Executive Leadership Team (ELT)* consisting of the 2014 – 2015 Projects & Initiatives and the 2014 – 2015 Areas of Focus in relation to the Strategic Plan.

#### STRATEGIC PLANNING PROCESS WITH TOM MESAROS

Tom Mesaros of The Alford Group conducted a SWOT (Strengths, Weaknesses, Opportunities, Threats) exercise with the Board.

#### REVIEW & FINALIZE: BOARD GOALS

Special Assistant Laura Rehrmann led the Trustees through a review and further discussion of the Board of Trustees 2015 – 2016 Goals.

#### EVALUATION OF RETREAT

The Trustees concurred about the value of the retreat and that it would be beneficial for the Board to also hold a mid-year retreat.

#### ADJOURNMENT

Motion 15:35: A motion was made by Trustee Lux to adjourn the Special Meeting of August 12, 2015.

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

Chair D'Ambrosio adjourned the meeting at 4:00 PM.

SHORELINE COMMUNITY COLLEGE  
DISTRICT NUMBER SEVEN  
BOARD OF TRUSTEES  
SPECIAL MEETING OF AUGUST 12, 2015  
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Signed \_\_\_\_\_  
Catherine D'Ambrosio, Chair

Attest: September 23, 2015

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Lori Y. Yonemitsu, Secretary