

## MINUTES

The Special Meeting of the Board of Trustees of Shoreline Community College District Number Seven was called to order by Vice Chair Phil Barrett 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, Doug Jackson, Tom Lux and Clara Pellham were present.

Also present were members of the Executive Team: President Cheryl Roberts, Special Assistant to the President (and Retreat Facilitator) Laura Rehrmann, Vice President for Academic & Student Affairs Robert Francis, Executive Director for Business & Student Supports Services Stuart Trippel and Executive Director for Budget/Capital Dawn Vinberg.

## COMMUNICATION FROM THE PUBLIC

None.

## OVERVIEW OF THE AGENDA

The Special Meeting agenda for February 19, 2016 was reviewed.

## OBSERVATIONS & DISCUSSION: *GOOD TO GREAT AND THE SOCIAL SECTORS – A MONOGRAPH TO ACCOMPANY GOOD TO GREAT*

The Board discussed *Good to Great and the Social Sectors – A Monograph to Accompany Good to Great* by Jim Collins and the intersections with the work at and of, the College.

## BOARD OF TRUSTEES GOVERNANCE MANUAL REVIEW: Section 2 (Executive Limitations)

Board Chair Catherine D'Ambrosio and Vice Chair Phil Barrett worked with President Roberts and Special Assistant Rehrmann on reviewing and recommending changes to the Board's Governance Manual ("Policy Manual").

The Board reviewed and discussed the proposed changes in Section 2 (Executive Limitations) and recommended additional changes. Special Assistant Rehrmann will update the working document of Section 2 (Executive Limitations) and the Board will take action on the changes made to Section 2 at a future Regular Meeting of the Board of Trustees.

BOARD OF TRUSTEES GOVERNANCE MANUAL REVIEW: Section 3 (Governance Process), Section 4 (Board-President Relationship), Travel Reimbursement

The Board reviewed and discussed the proposed changes in Section 3 (Governance Process) and Section 4 (Board-President Relationship). The Board recommended additional changes to both Sections 3 and 4. Special Assistant Rehrmann will update the working document of Section 3 (Governance Process) and Section 4 (Board-President Relationship). The Board will take action on the changes made to Sections 3 and 4 at a future Regular Meeting of the Board of Trustees.

Executive Director Trippel presented information on reimbursement for Board activities and based on the discussion with the Board on the topic, will prepare recommended changes for BPR-7 (Board Travel) contained in Section 4 (Board-President Relationship) of the Board of Trustees Governance Manual. The Board will take action on the changes to BPR-7 at its March 2016 Regular Meeting.

OVERVIEW: VISION & MISSION  
UPDATE: STRATEGIC PLAN

Special Assistant Rehrmann and Executive Director Trippel provided an overview of the process related to the development of the College's Vision and Mission Statements and the draft Strategic Plan 2016-21.

The Board reviewed, discussed and provided feedback on the Vision and Mission Statements and the draft Strategic Plan 2016-21. The Board will take action on the Vision and Mission Statements at its March 2016 Regular Meeting. Executive Director Trippel will report on the Strategic Plan 2016-21 at the March 2016 Regular Meeting of the Board of Trustees.

MID-YEAR REVIEW: 2015 – 16 BOARD OF TRUSTEES GOALS

Special Assistant Rehrmann led a discussion of the Board in relation to its 2015 – 2016 Goals.

COLLEGE UPDATES

The Board acknowledged the Executive Team for its progress on the 2015 – 2016 Areas of Focus.

REPORT: BUDGET

Executive Director Vinberg provided information on the new Allocation Model as well as on tuition revenue.

REPORT: COMMUNITY ENGAGEMENT

Special Assistant Rehrmann, on behalf of Vice President for Advancement/Executive Director of the Foundation Mary Brueggeman, shared highlights from the Office of Advancement – including numerous marketing, outreach and recruitment activities.

REPORT: INSTRUCTION

Vice President Francis spoke about initiatives the College has engaged in to support recruitment, enrollment and retention, including work with American Honors and AVID for Higher Education (AHE).

CAPITAL IMPROVEMENTS

Executive Director Trippel spoke about plans to move forward with a Student Housing Feasibility study.

Executive Director Vinberg shared the progress on the remodeling plans for the Student Union Building—the PUB.

WRAP-UP AND ADJOURNMENT

Motion 16:04: A motion was made by Trustee Jackson to adjourn the Special Meeting of February 19, 2016.

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

Vice Chair Barrett adjourned the meeting at 4:21 PM.

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

Attest: March 16, 2016

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Lori Y. Yonemitsu, Secretary