

## MINUTES

### STUDY SESSION

The Study Session of the Board of Trustees of Shoreline Community College District Number Seven was called to order by Chair Catherine D'Ambrosio at 3:00 PM in the Board Room of the Administration Building at Shoreline Community College. Chair D'Ambrosio noted that a quorum of the Board was present.

President Roberts, Executive Director Dawn Vinberg and Executive Director Stuart Trippel led the Study Session on the 2016 – 2017 College Budget. Topics included:

- The New Allocation Model → Regional Economic Status → External Forces
- Strategically Aligned Investments & Alignment with the Strategic Plan
- The Operating Budget, Fee Requests and Other Funds
- The Budget Planning Process

### 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 Catherine D'Ambrosio at 4:00 PM in the Board Room of the Administration Building at Shoreline Community College. Chair D'Ambrosio noted that a quorum of the Board was present.

### MEMBERS PRESENT

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

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

### CONSENT AGENDA

Chair D'Ambrosio asked the Board to consider approval of the consent agenda. On the agenda for approval:

- a) One set of minutes from the Regular Meeting of May 31, 2016 and one set of minutes from the Special Meeting of June 10, 2016.
- b) Exceptional Faculty Award
- c) Board Resolution No. 135 (Capital Finance Request for Student Housing)

Motion 16:26: A motion was made by Trustee Jackson to approve the consent agenda.

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

#### REPORT: BOARD OF TRUSTEES CHAIR

Chair D'Ambrosio noted that it was her last meeting as the Chair and expressed that it was an honor "to serve our community and to be associated with the outstanding work that each of you do every day."

#### OPEN COMMENT PERIOD

None.

#### COLLEGE UPDATE(S)

President Roberts introduced Alison Stevens, incoming Executive Vice President for Academic & Student Affairs.

Robert Francis, Vice President for Academic & Student Affairs, administered a pop quiz to the Trustees related to Shoreline 101.

#### SUPPLEMENTAL REPORT

In response to requests from the Trustees at the Board's May 31, 2016 Regular Meeting, Vice President Francis and Executive Director Vinberg provided supplemental information related to the 2016 – 2017 College Budget and the 2016 – 2017 Services & Activities (S&A) Budget.

Statements from the Trustees regarding the *Student Survey Questions, Methodology and Preliminary Conclusions* document and the *Student Service and Activity Fee Survey* sent to the Trustees on June 20, 2016 included:

- "It is important that the student body is aware of how the money is spent."
- "Concerned about lack of part-time student participation in the survey."
- "This is a first step to getting good, strong data."
- "Most satisfying...that 85% said tutoring is important."
- "Ask that what the Trustees have conveyed, is forwarded to the new group of student leaders."

ACTION: 2016 – 2017 COLLEGE BUDGET

Executive Director Vinberg provided an overview of the background and read the recommendation contained on TAB 4 (2016 – 2017 College Budget).

Motion 16:27: A motion was made by Trustee Lux to approve the 2016 – 2017 College Budget as presented and written on TAB 4.

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

ACTION: 2016 – 2017 FEE CHANGES

Executive Director Vinberg provided an overview of the background and read the recommendation contained on TAB 5 (2016 – 2017 Fee Changes).

Motion 16:28: A motion was made by Trustee Barrett to approve the 2016 – 2017 Fee Changes as presented and written on TAB 5.

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

ACTION: 2016 – 2017 SERVICES & ACTIVITIES (S&A) BUDGET

Acting Director of Student Life Rezina Habtemariam provided an overview of the background and read the recommendation contained on TAB 6 (2016 – 2017 Services & Activities (S&A) Budget).

Motion 16:29: A motion was made by Trustee Jackson to approve the 2016 – 2017 Services & Activities (S&A) Budget as presented and written on TAB 6.

Trustee Lux seconded the motion.

Chair D'Ambrosio expressed appreciation for having the SS&A Survey data.

The motion was approved unanimously by the Board.

REPORT: STUDENT HOUSING

Executive Director Trippel referred to Resolution No. 135 (Capital Finance Request for Student Housing), noting that it was a procedural step in order to enter into the legislative process. He added that the State Board for Community and Technical Colleges will have a companion Resolution.

The final feasibility study has been received and the pre-development process has begun. Executive Director Trippel stated that the consultants have recommended the location south of the Pagoda Union Building (PUB) as the site for the student housing project.

ACTION: BOARD RESOLUTION NO. 136 (COMMENDING SERVICE OF VICE PRESIDENT FOR ACADEMIC & STUDENT AFFAIRS ROBERT FRANCIS)

Resolution No. 136 (Commending Service of Vice President for Academic & Student Affairs Robert Francis) was read.

Motion 16:30: A motion was made by Trustee Barrett to approve Resolution No. 136 (Commending Service of Vice President for Academic & Student Affairs Robert Francis).

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

ACTION: BOARD RESOLUTION NO. 137 (COMMENDING SERVICE OF SHORELINE COMMUNITY COLLEGE FEDERATION OF TEACHERS (SCCFT) • LOCAL NO. 1950 • AFT WASHINGTON/AFT/AFL-CIO PRESIDENT: PROFESSOR DUVALLE DANIEL)

Resolution No. 137 (Commending Service of Shoreline Community College Federation of Teachers (SCCFT) • Local 1950 • AFT Washington/AFT/AFL-CIO President: Professor DuValle Daniel) was read.

Motion 16:31: A motion was made by Trustee Lux to approve Resolution No. 137 (Commending Service of Shoreline Community College Federation of Teachers (SCCFT) • Local 1950 • AFT Washington/AFT/AFL-CIO President: Professor DuValle Daniel).

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

ACTION: BOARD RESOLUTION NO. 138 (COMMENDING SERVICE OF WASHINGTON FEDERATION OF STATE EMPLOYEES (WFSE) CHIEF SHOP STEWARD JERRY OWENS)

Resolution No. 138 (Commending Service of Washington Federation of State Employees (WFSE) Chief Shop Steward Jerry Owens) was read.

Motion 16:32: A motion was made by Trustee Lux to approve Resolution No. 138 (Commending Service of Washington Federation of State Employees (WFSE) Chief Shop Steward Jerry Owens).

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

ACTION: BOARD RESOLUTION NO. 139 (COMMENDING SERVICE OF ASSOCIATED STUDENT GOVERNMENT PRESIDENT ASHLEY COWAN)

Resolution No. 139 (Commending Service of Associated Student Government President Ashley Cowan) was read.

Motion 16:33: A motion was made by Trustee Jackson to approve Resolution No. 139 (Commending Service of Associated Student Government President Ashley Cowan).

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

ACTION: PRESIDENT'S CERTIFICATION OF COMPLIANCE DOCUMENT

Trustee Lux read the background and recommendation contained on TAB 11 (President's Certification of Compliance Document).

Motion 16:34: A motion was made by Trustee Lux to approve the certified 2015 – 2016 President's Certification of Compliance document.

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

ACTION: PRESIDENT'S CONTRACT

Motion 16:35: A motion was made by Trustee Barrett to approve the 2016 Addendum to the President's Contract • Shoreline Community

College District Number 7 which specifies under II. Purpose of the Addendum:

This Addendum to the June 24, 2015, President's Contract modifies the President's salary in Article V of the Contract ("Salary") and as later amended in the September 23, 2016 Addendum to the President's Contract. The President shall receive a 1.80 percent salary increase, effective July 1, 2016. The President's new annual salary shall be \$209,708 (two hundred nine thousand seven hundred eight dollars). In addition, based upon the Board's extensive evaluation of the President's performance and a determination that her performance merits an extension of her contract, this Addendum modifies Article II of the Contract ("Appointment") and extends the contract to a new end date of June 30, 2019.

Trustee Jackson seconded the motion.

The Trustees remarked, "We are so lucky to have Dr. Roberts as the President of Shoreline Community College" and thanked President Roberts for her vision.

The motion was approved unanimously by the Board.

**ACTION: ELECT BOARD OF TRUSTEES OFFICERS (2016 – 2017) • CHAIR • VICE CHAIR**

Motion 16:36: A motion was made by Trustee Jackson, nominating Trustee Barrett to serve as the 2016 – 2017 Chair of the Board of Trustees.

Trustee Lux seconded the motion.

Trustee Barrett abstained from voting.

The motion was approved with four "ayes."

Motion 16:37: A motion was made by Trustee Barrett, nominating Trustee Jackson to serve as the 2016 – 2017 Vice Chair of the Board of Trustees.

Trustee Lux seconded the motion.

Trustee Jackson abstained from voting.

The motion was approved with four “ayes.”

REPORT: SCC FACULTY

Professor DuValle Daniel did not provide a report.

REPORT: SCC CLASSIFIED

Instructional Support Technician Jerry Owens provided an update on matters concerning state employees and noted, “The state is no longer a competitive employer.”

REPORT: SCC ASSOCIATED STUDENT GOVERNMENT

2014 – 2015 and 2015 – 2016 Associated Student Government (ASG) President Ashley Cowan introduced 2016 – 2017 ASG President Winston Lee and spoke of his values and ability to advocate for students.

While acknowledging that there is still work to do, ASG President Cowan shared that her passion is research and data collection related to diverse populations and that the ASG is committed to having all student voices represented.

REPORT: SCC PRESIDENT

President Roberts distributed and provided an overview of her *Community Connections Report* (June 1 – 22, 2016) and the *Executive Team Highlights to the Board of Trustees* (June 22, 2016) which included information related to:

- Enrollment – “This is the third straight year of an increase in summer enrollment and the second quarter of growth.”
- SIFF at Shoreline – “Over 3,000 film goes visited our campus, most for the first time.”
- The completion of the Strategic Plan and next steps.
- Planning for Fall Convocation and Opening Week.

REPORT: CLOSING REMARKS – BOARD OF TRUSTEES

Trustees Barrett and Lux expressed appreciation for the “new” report (*Executive Team Highlights to the Board of Trustees*).

Chair D’Ambrosio shared her gratitude for being able to serve with “an amazing group of brilliant people.”

Trustee Jackson stated, “We are wrapping up such a wonderful year.”

Trustees Jackson and Pellham spoke of attending the Athletics Banquet and noted the staff's commitment to student athletes and the strong emphasis on the athletes as students first and foremost.

### EXECUTIVE SESSION

At 5:45 PM, Chair D'Ambrosio announced that the Board would convene in Executive Session for twenty minutes:

- To review the performance of a public employee.
- To discuss with legal counsel a matter of potential litigation.
- To discuss planning or adopting the position to be taken during the course of collective bargaining.

Chair D'Ambrosio added that the Board would reconvene in open session following the Executive Session.

The Executive Session commenced at 5:50 PM.

### RECONVENE IN OPEN SESSION

At 6:10 PM, the Trustees reconvened in open session.

### ACTION: FACULTY CONTRACT MEMORANDUM OF UNDERSTANDING

Motion 16:38: A motion was made by Trustee Barrett to approve the Memorandum of Understanding By and Between Shoreline Community College and the Shoreline Community College Federation of Teachers "to extend the 2013 – 2016 bargained agreement, including all of its letters of understanding and memoranda of understanding, through December 31, 2016."

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

### ADJOURNMENT

Motion 16:39: A motion was made by Trustee Barrett to adjourn the Regular Meeting of June 22, 2016.

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

SHORELINE COMMUNITY COLLEGE  
DISTRICT NUMBER SEVEN  
BOARD OF TRUSTEES  
REGULAR MEETING OF JUNE 22, 2016

Chair D'Ambrosio adjourned the meeting at 6:12 PM.

Signed \_\_\_\_\_  
Catherine D'Ambrosio, Chair

Attest: September 28, 2016

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Lori Y. Yonemitsu, Secretary