

## 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 3:01 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.

#### Budget Forecast

Executive Director for Budget/Capital Dawn Vinberg's presentation included information on the College's reserves, investments and revenue. She noted that, "The College is in a strong financial cash position."

#### Board Travel Reimbursement

Executive Director for Business & Student Support Services Stuart Trippel distributed a document, identical to the one he shared and discussed with the Board at its February 19, 2016 Mid-Year Retreat, entitled *Discussion with the Board on Reimbursement for Board Activities*. He added that the Board would take action on a proposed revision to BPR-7 (Board Travel), in Section 4 (Board-President Relationship) of the Board of Trustees Governance ("Policy") Manual during its regular session of February 24, 2016.

### 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 and Tom Lux 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 January 27, 2016.

Motion 16:05: A motion was made by Trustee Jackson to approve the consent agenda.

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

#### REPORT: BOARD OF TRUSTEES CHAIR

Chair D'Ambrosio shared the highlights from an op-ed piece in the recent issue of an Association of Community College Trustees (ACCT) publication focusing on the multiplicity of meanings related to student success. The piece's message: "Our definitions should also incorporate our students' input."

#### OPEN COMMENT PERIOD

None.

#### COLLEGE UPDATE(S)

Professor & Honors Program Co-Director Terry Taylor and Ben Moritz of American Honors shared information about American Honors at Shoreline Community College. After a "Q & A" with the Board, Chair D'Ambrosio requested that the Board receive a quarterly update on the program—including information on the number of students who have applied to Shoreline Community College via American Honors as well as how students are progressing in the program.

#### ACTION: FACULTY SABBATICAL PROPOSALS (2016 – 2017)

Vice President for Academic & Student Affairs Robert Francis read the background and recommendation for TAB 1 [Faculty Sabbatical Leaves (2016 – 2017)].

#### Recommendation

It is recommended that sabbatical leaves be granted to Tony Doupé, Mimi Harvey, and Christine Shafner for three quarters each during the 2016-2017 academic year at 86% compensation; to Ruth Duffy and Ernest Johnson for two quarters each during the 2016-2017 academic year at 86% compensation; and to Stephen Malott, Anna Shanks, and Kira Wennstrom for one quarter during the 2016-2017 academic year at 100% compensation.

Motion 16:06: A motion was made by Trustee Lux to approve the granting of sabbatical leaves for 2016 – 2017 as recommended in TAB 1 [Faculty Sabbatical Leaves (2016 – 2017)].

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

The Trustees expressed interest in having an opportunity to read the post-sabbatical reports which are submitted to the Office of the Vice President for Academic & Student Affairs.

ACTION: TWO-YEAR COLLEGE CALENDAR

Chris Melton, Director of Enrollment Services & Financial Aid/Registrar, provided an overview of TAB 2 (Two-Year College Calendar).

Recommendation

It is recommended that the proposed permanent 2017-2018 and the tentative 2018-2019 College Calendars be approved by the Board of Trustees.

Motion 16:07: A motion was made by Trustee Jackson to approve the proposed permanent 2017-2018 and the tentative 2018-2019 College Calendars as presented in TAB 2 (Two-Year College Calendar).

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

ACTION: REVISION(S) TO BPR-7 (BOARD TRAVEL), SECTION 4: BOARD-PRESIDENT RELATIONSHIP – BOARD OF TRUSTEES GOVERNANCE (“POLICY”) MANUAL

Executive Director for Business & Student Support Services provided an overview of TAB 3 (Revision(s) to BPR-7 (Board Travel), Section 4: Board-President Relationship – Board of Trustees Governance (“Policy”) Manual).

Recommendation

That the Board adopt the recommended revision to Policy BPR-7 by motion.

Motion 16:08: A motion was made by Trustee Barrett to approve the recommended revision to Policy BPR-7.

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

ACTION: AMERICAN HONORS FEES

Executive Director for Business & Student Support Services provided an overview of TAB 4 (American Honors Fees).

Recommendation

That the Board authorize the American Honors Program Fee by the following motion:

RESOLVED, that the Board of Trustees authorizes the College to collect an American Honors Program Fee at the rate of \$695 per quarter for domestic students and \$1,233 per quarter for international students.

Motion 16:09: A motion was made by Trustee Jackson to authorize the College to collect an American Honors Program Fee at the rate of \$695 per quarter for domestic students and \$1,233 per quarter for international students.

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

DISCUSSION: ELECTRONIC BOARD PACKETS

Trustee Barrett recommended that while the Board continue to receive Board packets electronically, that it discontinue having the packets mailed to each Trustee in advance of a meeting. After a brief discussion, the Board agreed that hard copies of the Board packet will be available for each Trustee during a meeting.

REPORT: SCC FACULTY

Professor DuValle Daniel introduced Dr. Elena Esquibel, Dr. Ernest Johnson, Dr. Yvonne Terrell-Powell and Ginger Villanueva, attendees and/or presenters at the January 30, 2016 Diversity & Equity in Hiring and Professional Development (DEPED) conference. Each shared her/his experience from the conference as well as best practices for recruiting, hiring and retaining a diverse workforce.

Professor Daniel expressed appreciation for the approval of the 2016 – 2017 sabbatical proposals.

In regard to the tenure process, Professor Daniel conveyed that she has heard from many faculty members who serve on Appointment Review Committees (ARCs) regarding the perception that the Board may view the ARCs as being too lenient on tenure track faculty candidates. As a result, some ARC members are feeling pressured to “look for problems where none exist.” She asked the Board to consider reframing its message to the ARCs.

REPORT: SCC CLASSIFIED

Instructional Support Technician Jerry Owens referred to Senate Bill 6481 (Establishing the Washington promise program, which provides for universal and affordable access to community and technical colleges for all Washingtonians). He wondered how funding of such a program would occur and the potential impact to the budgets of the community and technical colleges.

REPORT: SCC ASSOCIATED STUDENT GOVERNMENT

Associated Student Government President (ASG President) Ashley Cowan distributed and provided an overview of the *February 2016 Associated Student Government's Report for the Board of Trustees*—including information on Civics Day, elections preparations, a Student Services & Activities (SS&A) fee survey and the Community Read.

REPORT: SCC PRESIDENT

President Roberts distributed and provided an overview of her *Community Connections Report* (January 28, 2016 – February 24, 2016). She informed the Board that she was recently appointed to the Board of the Workforce Development Council (WDC) of Seattle-King County.

President Roberts noted that the College is in the midst of affirming and reaffirming its policies. She added that Policy 1002 (Community Standard Policy):

- Was developed to ensure a common understanding of our College-wide expectation for respectful interaction;
- That both the College Council and the Executive Team have reviewed, revised and recommended approval of the Community Standard Policy; and
- Has her approval and is ready to be formally published for the campus.

REPORT: CLOSING REMARKS – BOARD OF TRUSTEES

Trustee Lux shared that he, Trustee Pellham and President Roberts attended the Association of Community College Trustees (ACCT) National Legislative Summit and that they, along with delegates from other Washington Community and Technical Colleges, had an opportunity to meet with Senators Cantwell and Murray.

At Trustee Lux's request, the Board discussed the concerns raised by Professor Daniel during her report to the Board related to the tenure process. They concurred with Professor Daniel that it is evident that the Appointment Review Committees (ARCs) do exercise due diligence.

The Trustees conveyed that generally, the “point of disconnect” for the Board resided in the student evaluations contained in the ARC reports. Chair D’Ambrosio explained, “Some reports contain student complaints quarter after quarter and are not reflected in the observations written by members of the ARC.”

The Trustees expressed appreciation for the work of the ARCs, the Board’s commitment to the tenure process and concurred that great strides have been made in the structure of the ARC reports.

Discussion between the Board and Professor DuValle included acknowledgement of another “disconnect”—the semantics tied to the language used by the ARCs versus the semantics tied to the language used by the Trustees in relation the ARC reports (e.g. growth versus improvement).

ADJOURNMENT

Motion 16:10: A motion was made by Trustee Barrett to adjourn the Regular Meeting of February 24, 2016.

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

Chair D’Ambrosio adjourned the meeting at 5:42 PM.

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

Attest: March 16, 2016

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Lori Y. Yonemitsu, Secretary