

MINUTES

The Special Meeting of the Board of Trustees of Shoreline Community College District Number Seven was called to order by Chair Phil Barrett at 9:00 AM in the Board Room at the North City Water District, 1519 NE 177th Street, Shoreline, Washington 98155.

MEMBERS PRESENT

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

President Cheryl Roberts, Vice President Mary Brueggeman, Executive Director Diana Sampson, Vice President Stephen Smith, Executive Vice President Alison Stevens, Executive Director Stuart Trippel and Executive Director Dawn Vinberg were also present.

COMMUNICATION FROM THE PUBLIC

None.

OVERVIEW OF THE AGENDA

Chair Barrett provided an overview, as well as changes, to the agenda for Day 2 (August 11, 2016) of the Board of Trustees Retreat ("Special Meeting").

BOARD OF TRUSTEES GOVERNANCE MANUAL – SECTION 2

Executive Directors Trippel and Vinberg spoke of the necessity to revise the Financial Condition and Activities portion of Section 2 (section name is currently Executive Limitations) of the Board of Trustees Governance Manual and recommended that the portion related to reserve funds be revised during the fall quarter and that approval of the changes transpire at either the October 2016 or December 2016 Regular Meeting of the Board of Trustees.

Chair Barrett conveyed that it would be helpful at some point, for the Board to understand how the Innovation and Opportunities fund is used.

2016 – 2017 STRATEGIC PLAN FOCUS

President Roberts recapped her discussion with the Trustees during Day 1 (August 9, 2016) of the Board of Trustees Retreat related to Steering Committee work and the 3 E's – ecological integrity, economic viability and social equity.

COLLEGE DASHBOARD/SCORECARD

Executive Vice President Stevens shared the types of dashboards (informative; evaluative; exploratory) and examples of dashboards from other colleges.

The Trustees discussed other type of information the Board would find helpful on the Shoreline Community College dashboard including:

- Early Alert data;
- Data on the number of students who are able to remain in school as a result of emergency loan assistance; and
- How Shoreline Community College compares with other community and technical colleges.

AMERICAN HONORS AVID FOR HIGHER EDUCATION (AHE)

Executive Vice President Stevens Alison provided an overview of the timeline for AVID for Higher Education (AHE) at Shoreline in the following areas: Ongoing Learning; Professional Learning Events; First Year Experience Seminar. President Roberts added that the goal is to use AHE strategies across campus.

The Trustees reviewed and discussed an American Honors recruitment summary for fall quarter 2016.

STUDENT SUCCESS WORK (Application → Enrollment • First Quarter/Year Persistence Initiatives • Retention Efforts • Completion Efforts → Graduate Rate Growth)

Vice President Brueggeman provided an update related to the outreach efforts in the Communications and Marketing area, as well as, specific program outreach efforts that have been transpiring.

Executive Vice President Stevens Alison presented completion and transfer trends data and the recruitment and retention efforts in Academic and Student Affairs.

Chair Barrett remarked that he believes that all of the efforts will have a positive impact on recruitment and retention.

WRAP-UP

Chair communicated that the Board Retreat was very informative and of very high value to/for the Trustees.

ADJOURNMENT

Motion 16:43: A motion was made by Trustee Lux to adjourn the Special Meeting of August 11, 2016.

Trustee D'Ambrosio seconded the motion, which was then unanimously approved by the Board.

Chair Barrett adjourned the meeting at 2:35 PM.

Signed _____
Phil Barrett, Chair

Attest: September 28, 2016

Lori Y. Yonemitsu, Secretary