

MINUTES - Revised March 15, 2017

STUDY SESSION

The Study Session of the Board of Trustees of Shoreline Community College District Number Seven was called to order by Chair Phil Barrett at 3:00 PM in the Board Room of the Administration Building at Shoreline Community College. A quorum of the Board was present.

At 3:00 PM, the Trustees proceeded to main level of building 4000 for a visit to the Library, Learning and Tutoring Centers.

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 Phil Barrett at 4:02 PM in the Board Room of the Administration Building at Shoreline Community College. A quorum of the Board was present.

MEMBERS PRESENT

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

REPORT: BOARD OF TRUSTEES CHAIR

Chair Barrett spoke of his recent visit to New York and Ellis Island and noted, "We are a country that has been incredibly welcoming of immigrants and will continue to be."

CONSENT AGENDA

Chair Barrett 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 25, 2017.

Motion 17:04: A motion was made by Trustee D'Ambrosio to approve the consent agenda.

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

OPEN COMMENT PERIOD

None.

COLLEGE UPDATE(S)

UW Genome Sciences Summer Research Program

Dean Guy Hamilton provided an overview of the University of Washington's new REU (Research Experiences for Undergraduates) Site: Discoveries in Genomics and Proteomics and noted that Shoreline Community College is one of four colleges or universities from which undergraduate student researchers will be recruited.

REPORT: SHORELINE PRESIDENT

President Roberts distributed and provided an overview of her *Community Connections Report* (January 26 – February 21, 2017) and the *Executive Team Highlights to the Board of Trustees* (February 22, 2017) which included information related to:

- The multitude of messages (recently posted and/or soon to be disseminated) to the campus related to immigrant students; DACA students; the College's *Community Standard*; the First Amendment; and personnel changes.
- Support from the community in holding food drives for the Student Food Pantry.
- Shoreline Community College's 2016 Tree Campus USA® recognition.

REPORT (QUARTERLY) BUDGET

Executive Director & CFO Stuart Trippel provided an overview of the *Shoreline Community College Board of Trustees Mid-Year Financial Summary for Board of Trustees (Information for July 1, 2016 – December 31, 2016)* which included: Operating Budget Analysis by Program; Operating Budget Analysis by Category; and Expense Analysis – Fiscal Year 2016-2017 and Prior Year 2015-2016.

Executive Director & CFO Trippel also provided an overview of a spreadsheet entitled *Operating Fee Revenue Tracking, FY 2017*.

ACTION: FACULTY SABBATICAL LEAVE PROPOSALS (2017 – 2018)

Executive Vice President Alison Stevens provided an overview of TAB 2 (Faculty Sabbatical Leave Proposals 2017 – 2018).

**Recommendation**

It is recommended that sabbatical leaves be granted to:

- Steven Bogart and Lauren Sandven for three (3) quarters each during the 2017 - 2018 academic year at 86% compensation.
- Charles Dodd, Linda Kuehnert, Tim Payne and Mayumi Steinmetz for two (2) quarters each during the 2017 – 2018 academic year at 86% compensation.
- Vincent Barnes and Rachel David for one (1) quarter each during the 2017 - 2018 academic year at 100% compensation.

Motion 17:05:           A motion was made by Trustee Jackson to approve the granting of Faculty sabbatical leaves for 2017 – 2018 as recommended on TAB 2 [Faculty Sabbatical Leaves (2017 – 2018)].

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

The Trustees expressed wanting the opportunity to hear about the sabbaticals after they have been completed.

**ACTION: 2017 – 2018 CALENDAR REVISIONS**

Director & Registrar Chris Melton provided an overview of TAB 3 (2017 – 2018 Calendar Revisions) and stated that starting the quarter later, appeared to have a positive impact on enrollment.

Trustees Barrett and Jackson noted that the positive impact on enrollment may be due to a number of factors and requested that data be kept related to “late starts” and impact on enrollment.

Motion 17:06:           A motion was made by Trustee Lux to approve the revised 2017 – 2018 College calendar.

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

**ACTION: TWO-YEAR COLLEGE CALENDAR**

Director & Registrar Chris Melton provided an overview of TAB 4 (Two-Year College Calendar).

- Motion 17:07: A motion was made by Trustee Jackson to approve deferring action on the proposed permanent 2018 – 2019 College calendar and the tentative 2019 – 2020 College calendar.  
Trustee Lux seconded the motion, which was then unanimously approved by the Board.

#### REPORT: SHORELINE FACULTY

Professor Bogart expressed appreciation for the Board's approval of the 2017 – 2018 Faculty sabbatical leaves. He added that he is hopeful that having quarters start later will not only result in enrollment increases but also in supporting student success.

Professor Bogart spoke of:

- The numerous stressors related to administrative changes in the last few weeks.
- Faculty participation in Equity Day in Olympia on February 20<sup>th</sup>.

#### REPORT: SHORELINE CLASSIFIED

Instructional Support Technician Jerry Owens also spoke of Classified Staff concerns related to recent administrative changes and how the changes may impact departments and/or divisions. He added that keeping abreast of local, state and national legislation, continues.

#### REPORT: SHORELINE ASSOCIATED STUDENT GOVERNMENT

Associated Student Government (ASG) President Winston Lee and ASG Officers had an opportunity to meet with Representative Cindy Ryu. He added that the ASG is also planning a Town Hall with the Mayor of the City of Shoreline in March.

#### REPORT: CLOSING REMARKS – BOARD OF TRUSTEES

Trustees Lux and Pellham shared the highlights from the ACCT's (Association of Community College Trustees) National Legislative Summit in Washington, D.C.

Trustee D'Ambrosio expressed appreciation for Chair Barrett's opening remarks on inclusion.

#### ADJOURNMENT

- Motion 17:08: A motion was made by Trustee Lux to adjourn the Regular Meeting of February 22, 2017.

SHORELINE COMMUNITY COLLEGE  
DISTRICT NUMBER SEVEN  
BOARD OF TRUSTEES  
REGULAR MEETING OF FEBRUARY 22, 2017

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

Chair Barrett adjourned the meeting at 5:27 PM.

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

Attest: March 15, 2017

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Lori Y. Yonemitsu, Secretary