

MINUTES

STUDY SESSION

The Study Session of the Board of Trustees of Shoreline Community College District Number Seven was called to order by Chair Douglass Jackson at 3:00 PM in the Board Room of the Administration building (#1000) at Shoreline Community College. A quorum of the Board was present.

Student Success Initiative Overview

A team from Student Learning & Success and Communications & Marketing walked through the entire student experience, from recruitment → onboarding → completion.

Recruitment (Recent Work • Looking Ahead • Focus on Equity)

- Increased multi-modal recruitment and outreach
- Targeted marketing and outreach strategies
- Build on college identity
- Extend hours for some student support services
- Academic planning
- Developing and maintaining staff/faculty enrichment opportunities
- Creation of multicultural outreach teams and ambassadors

Onboarding (Recent Work • Looking Ahead • Focus on Equity)

- Promise of no cancelled classes
- Evening New Student Orientation
- Joint orientation, with International Education
- Standardizing orientation
- Mandatory orientation
- Expansion of Diversity & Inclusion programming during orientation
- Diversity & Inclusion retreat for first year students.
- Mentoring Programming

Completion (Recent Work • Looking Ahead • Focus on Equity)

- First Year Experience Seminar
- Reminders to register
- Altered calendar
- Recognition of success milestones
- Communication with close-to-completers

- Early alert systems, First Year Experience and Learning cohorts

SHORELINE COMMUNITY COLLEGE
DISTRICT NUMBER SEVEN
BOARD OF TRUSTEES
REGULAR MEETING OF SEPTEMBER 27, 2017

- Development of a cohort based support system that will holistically promote the academic, personal, and leadership development of underrepresented students of color at Shoreline.
- Inform research and policy by conducting interdisciplinary research on factors that promote the success of first generation and low-income students of color within the educational system.

From the Trustees:

- “Very impressed with the breadth and depth.”
- “The College’s responsiveness has had positive impacts in many intangibles ways.”

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 Douglass Jackson at 4:35 PM in the Board Room (#1010M), located in the Administration building (#1000) at Shoreline Community College. A quorum of the Board was present.

MEMBERS PRESENT

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

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

REPORT: BOARD OF TRUSTEES CHAIR

Chair Jackson shared that he was thrilled to begin the new academic year by attending the convocation and noted “the College’s preferred future is coming together.”

CONSENT AGENDA

Chair Jackson asked the Board to consider approval of the consent agenda. On the agenda for approval:

- a) Minutes from the Regular Meeting of June 28, 2017, 2017 and the Special Meetings of July 24, 2017 and September 5, 2017.
- b) College Policies
 - Revised
 - Policy 5329 (Use of Human Subjects)

Motion 17:50: A motion was made by Trustee Barrett to approve the consent agenda.

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

COMMUNICATION FROM THE PUBLIC

None.

REPORT: SHORELINE PRESIDENT

President Roberts distributed and provided an overview of her *College & Community Engagement* report (July 5 – September 26, 2017) and shared information related to increases in enrollment and retention. The following videos were shown:

- Preferred Future: <https://www.youtube.com/watch?v=b0HrFHytF-U&feature=youtu.be>
- College Identity: <https://www.youtube.com/watch?v=Z1HclZPgVzU&feature=youtu.be>
- Commencement Highlights: <https://youtu.be/AJINOWc2CmM>

REPORT: SHORELINE 101 OVERVIEW

Executive Vice President Alison Stevens provided an overview of the study session and regular meeting topics for 2017–2018.

COLLEGE UPDATE(S)

DACA Primer

Vice President Marisa Herrera shared information on resources available to students seeking to apply for a Deferred Action for Childhood Arrivals (DACA) renewal.

REPORT: LEARNING OUTCOMES 101

Executive Director Bayta Maring spoke about the accreditation mid-cycle report and that:

- The institution will provide two representative examples of how it has operationalized its mission and core themes progressing from objectives to indicators to outcomes to mission fulfillment.
 - These examples should be regarding student learning either at the institutional, program or course level. They should illustrate how you are “closing the loop” on student learning assessment.

REPORT: ACCREDITATION

Executive Director Bayta Maring provided background on regional accreditation, the Northwest Commission on Colleges and Universities (NWCCU) accreditation cycle, Shoreline's accreditation cycle and the College's ad hoc report that is due to the NWCCU in the fall of 2018.

REPORT: FISCAL YEAR-END (2016–2017)

Senior Executive Director & CFO Stuart Trippel went over the year-end financial summary for fiscal year 2016–2017.

REPORT: COLLEGE POLICIES

Director Veronica Zura explained the rule-making process and informed that Trustees that the College's policies page is in the midst of being updated and moved from the intranet, to the College website.

FIRST READING: COLLEGE POLICIES AND/OR RULES

Revised – Policy 4726 [Retirement Medical Expense Plan (VEBA)]

Director Veronica Zura provided an overview of a revised policy contained in TAB 2 (College Policies &/or Rules–Revised): Policy 4726 [Retirement Medical Expense Plan (VEBA)].

ACTION: POLICY 5030/WAC 132G-121 (STUDENT CONDUCT)

Director Veronica Zura provided an overview of the action item contained in TAB 3 [Policy 5030/WAC 132G-121 (Student Conduct)]. She noted that Policy 5030/WAC 132G-121 has gone through internal and external review and is in the midst of the state's final review process.

Motion 17:51: A motion was made by Trustee D'Ambrosio to approve Policy 5030/WAC 132G-121 (Student Conduct).

Trustee Barrett seconded the motion.

The Trustees requested that Policy 5030/WAC 132G-121 be monitored closely in order to ensure that it remains up-to-date.

The motion was unanimously approved by the Board.

ACTION: ACT TRANSFORMING LIVES AWARDS

Trustees Barrett and Pellham volunteered to serve as the two members of the Board to review the nominations received and recommend the Board's nominee for the 2018 ACT Transforming Lives Awards.

Motion 17:52: A motion was made by Trustee Lux for Trustees Barrett and Pellham to serve as the two members of the Board to review the nominations and to recommend the College's nominee for the 2018 ACT Transforming Lives Awards.

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

FIRST READING: BOARD OF TRUSTEES 2017–2018 PROFESSIONAL LEARNING GOALS

Chair Jackson read the Board's 2017–2018 Professional Learning Goals which were developed at the September 5, 2017 Board of Trustees Retreat ("Special Meeting"). No changes were made to the Board's 2017–2018 Professional Learning Goals.

REPORT: SHORELINE FACULTY

Professor DuValle Daniel read a prepared statement, a memorandum addressed to the Board of Trustees. (Memorandum attached.)

REPORT: SHORELINE CLASSIFIED

Instructional Support Technician Jerry Owens spoke about the negotiation and subsequent funding of the Washington Federation of State Employees (WFSE) contract. He referred to a two-year old salary study, noted that the salaries of classified employees are significantly "behind" and in regard to salaries, mentioned that structural constraints are "far beyond what the Board and the Administration can do."

REPORT: SHORELINE ASSOCIATED STUDENT GOVERNMENT

Associated Student Government (ASG) President Yorin Anggari distributed the *Campus Survival Guide 2017* and shared that the ASG's goal is to increase access to information via newsletters and events.

REPORT: CLOSING REMARKS – BOARD OF TRUSTEES

The Trustees expressed appreciation for the “well done” Study Session, as well as optimism for the future of the College.

EXECUTIVE SESSION

At 6:45 PM, Chair Jackson announced that the Board would convene in Executive Session for ten minutes for the purpose of discussing the application of a labor agreement.

The Executive Session commenced at 6:47 PM.

At 6:57 PM, Secretary to the Board of Trustees Lori Yonemitsu announced that the Board would extend its Executive Session by ten minutes.

At 7:07 PM, Secretary to the Board of Trustees Lori Yonemitsu announced that the Board would extend its Executive Session by ten minutes.

At 7:17 PM, Secretary to the Board of Trustees Lori Yonemitsu announced that the Board would extend its Executive Session by five minutes.

ADJOURNMENT

Motion 17:53: A motion was made by Trustee Lux to adjourn the Regular Meeting of September 27, 2017.

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

Chair Jackson adjourned the meeting at 7:23 PM.

Signed _____
Douglass Jackson, Chair

Attest: October 25, 2017

Lori Y. Yonemitsu, Secretary



September 27, 2017

TO: THE BOARD OF TRUSTEES AT SHORELINE COMMUNITY COLLEGE

FROM: DUVALLE DANIEL, PRESIDENT OF THE SHORLINE COMMUNITY COLLEGE FEDERATION OF
TEACHERS LOCAL 1950

As the President of the Federation, representing over 350 full and part-time faculty, I must express my disappointment with you, the Board of Trustees, that you did not insist that your representatives at the bargaining table adhere to the agreements that were made at the table; that you allowed them to reduce our agreed upon pool of money allocated for faculty; and that you allowed them to deny the Federation the right to determine or even participate in how the pool of money was to be allocated, even though it was stated on more than one occasion at the Bargaining table that “the administration has no interest in how the money is allocated, once we agree upon the amount. The faculty can allocate the amount however they want.” This statement was repeated by both Stuart Trippel and Alison Stevens in the presence of Dr. Roberts. Caveats were added. Explanations were added. None of which were ever expressed at the bargaining table when they knew we bargained based on the mutual agreements we’d made regarding compensation.

We relied on this. We bargained in good faith. Fulltime faculty gave up Sabbatical funds, permanent dollars in the budget, to help fund the amount and methodology for the allocations to faculty. Since you would not allow us to all be re-placed on the salary scale according to our experience, our methodology was the best effort we had to try to make sure that all faculty received salary increases, and that the longer term full and part-time faculty would receive proportionally more to make up for the missed 8 years of increments.

The very faculty that you depend on every day to observe classes, assist with scheduling, serve on committees, to support, assist and educate your students, to attend division meetings, department meetings, to help meet accreditation, to promote the college and in the communities internally and externally. These are the people you have said, “You don’t matter. Your good will doesn’t matter. Your cooperation doesn’t matter. Your trust doesn’t matter. Your participation doesn’t matter. Your time, your commitment, your day in and day out blood, sweat and tears don’t matter.” What matters is that you save a few dollars.

However, what you’ve lost is much more costly. You’ve lost the trust of faculty. Your integrity as a Board of Trustees, and the integrity of this Administration is now questionable. The trust and working relationship I’ve spent on behalf of faculty, sometimes at the frustration of faculty, are now in question as we move forward.

But, you have the ability to start the rebuilding of the relationship and trust of the faculty. All we ask is what you promised at the table, and that no one is harmed in the process:

- Follow the methodology provided by the faculty, before the CBA was ratified, in good faith, which is based on the clear, agreed upon intent established at the bargaining table.
- Fund the entire amount promised at the bargaining table, which we used to make decisions and agreements for compensation, and other issues bargained.

- Do not take money out of the pockets of our faculty who received paychecks prematurely, despite our request to not disperse the checks until we had a chance to fix the problems we clearly saw and brought to the attention of the Administration before faculty received the checks. Or, at the very least they could have communicated to faculty that there were possible miscalculations of the funds before they received the funds and possibly spent the money.

The Federation is prepared to present you with the same evidence we presented to Dr. Roberts in our hopes that she would intervene and require that the administrative representatives would come back to the table and complete the work we began last spring. I prefer that we don't go into this academic year at odds when our goal is to promote the new "brand" the college has spent more to create than the few thousands of dollars you kept in your budget instead of giving to faculty as promised. We want to be proud of our College. We want to say that our administrators and BOT are supportive of us, that they treat us with respect, and when they make promises, they keep them.

It is up to you what message you want to send us, your faculty. We are not going away. Whether we prevail in our attempts or not, the message we want to send to you and to all other faculty bargaining in good faith at various colleges around the state, is that we will do everything we can to ensure that all parties involved in the bargaining process follow the fair labor practices established by the state of Washington. We intend to adhere to our promises and agreements, whether itemized in the CBA or not. We will hold you to the same standards as we hold ourselves.

Sincerely,

DuValle Daniel, President
SCCFT Local 1950

In solidarity with my AFTWA union brothers and sisters at Shoreline CC and across the state of WA.