

# SHORELINE COMMUNITY COLLEGE

## Board of Trustees

**(Virtual) Special Meeting of Wednesday, April 28, 2021**

**4:30 PM – Special Session**

Zoom Link: <https://us02web.zoom.us/j/86998420124>

Webinar (“Meeting”) ID: 869 9842 0124

(See page 2 for information to connect to the meeting via telephone)

### A G E N D A

| 4:30 PM – SPECIAL SESSION |  |  |     |
|---------------------------|--|--|-----|
| NO.                       | AGENDA ITEM  | RESPONSIBILITY                                   | TAB |
| 1.                        | <b>Convene Special Meeting</b>   | <i>Chair Catherine D’Ambrosio</i>                |     |
| 2.                        | <b>Report:</b> Chair, Board of Trustees  | <i>Chair Catherine D’Ambrosio</i>                |     |
| 3.                        | <b>Consent Agenda</b><br><b>a. Approval of Previous Meeting Minutes</b><br>•Special Meetings of March 18, 2021 & March 22, 2021  | <i>Chair Catherine D’Ambrosio &amp; Trustees</i> |     |
| 4.                        | <b>Communication from the Public</b><br>Public comment(s) will be presented to the Board verbally.<br><br><ul style="list-style-type: none"><li>• <u>For attendees connecting online:</u> Please sign up to provide a public comment via the Chat function in Zoom between 4:15 PM – 4:30 PM on April 28.</li><li>• <u>For attendees connecting by telephone:</u> Please sign up to provide a public comment between 4:15 PM – 4:30 PM on April 28 by: 1. Sending an email to Board Secretary Lori Yonemitsu at <a href="mailto:lyonemitsu@shoreline.edu">lyonemitsu@shoreline.edu</a> with your telephone number and name (optional); or 2. Calling Board Secretary Lori Yonemitsu at (206) 546-4552 with your telephone number and name (optional).</li></ul><br>The meeting host will move individuals signed up to provide public comment to the panelist screen and the Board Chair will call upon speakers. The total public comment period at the April 28 meeting will be no more than thirty (30) minutes with up to two (2) minutes allotted per speaker. Adjustments to the two (2) minute allotment will be made if more than fifteen (15) individuals sign up to speak. (For the entering of a public comment into the record and attaching to the minutes of the April 28 meeting, please send written public comment to Board Secretary Lori Yonemitsu at <a href="mailto:lyonemitsu@shoreline.edu">lyonemitsu@shoreline.edu</a> following the April 28 meeting.) | <i>Chair Catherine D’Ambrosio</i>                |     |

|     |   |  |          |
|-----|---|--|----------|
| 5.  | <b>College Update(s)</b> <ul style="list-style-type: none"> <li>• All-Washington Academic Team 2021 Nominees</li> <li>• National Science Foundation (NSF) Grant: Hub to Support Education of Biomanufacturing Technicians in Cell Therapy &amp; Immunotherapy</li> <li>• LPN-RN Conversion</li> <li>• DECA International Competition</li> </ul> | <ul style="list-style-type: none"> <li>•Terry Taylor</li> <li>•Louise Petruzzella &amp; Jan Chalupny</li> <li>•Mary Burroughs</li> <li>•Cynthia Grace</li> </ul> |          |
| 6.  | <b>Report:</b> College President  | Cheryl Roberts   |          |
| 7.  | <b>First Reading:</b> Fee Proposals for FY 2021-2022  | Phillip King   | <b>1</b> |
| 8.  | <b>Report:</b> Financial & Budget Update  | Cheryl Roberts & Dawn Beck   |          |
| 9.  | <b>Constituent Report:</b> Shoreline Faculty  | Eric Hamako  |          |
| 10. | <b>Constituent Report:</b> Shoreline Classified Staff   | Paul Fernandez   |          |
| 11. | <b>Constituent Report:</b> Shoreline Associated Student Government  | Sunshine Cheng   |          |
| 12. | <b>Report:</b> Closing Remarks – Board of Trustees  | Trustees   |          |
| 13. | <b>Executive Session, if necessary, for the following reason(s):</b> <ol style="list-style-type: none"> <li>1. To review the performance of a public employee.</li> <li>2. To discuss matters of litigation or potential litigation with legal counsel.</li> <li>3. To discuss matters involving collective bargaining.</li> </ol>              | Chair Catherine D'Ambrosio   |          |
| 14. | <b>Action: Adjournment</b>  | Chair Catherine D'Ambrosio   |          |

•To connect to the April 28, 2021 special meeting:

- Via **link**, go to: <https://us02web.zoom.us/j/86998420124>
- Via **telephone**:

Call/Dial/Key-in to one of the following **numbers**. Start with the first number. If you receive a busy signal or an “all circuits are busy” message, try the next number on the list.

(253) 215-8782  
(346) 248-7799  
(312) 626-6799

- **Webinar (“Meeting”) ID:** 869 9842 0124

## MINUTES

### SPECIAL SESSION

The special session of the special meeting of the Board of Trustees of Shoreline Community College District Number Seven was called to order by Chair Catherine D'Ambrosio at 4:30 PM by audio/visual conference. A quorum of the Board was present by audio/visual conference.

### MEMBERS PRESENT

Trustees Catherine D'Ambrosio, Tom Lux, and Eben Pobe were present via audio/visual conference.

Assistant Attorney General (AAG) John Clark represented the Office of the Attorney General via audio/visual conference.

### REPORT: CHAIR, BOARD OF TRUSTEES

Chair D'Ambrosio thanked everyone for connecting to "a meeting where we celebrate the important faculty milestone associated with the conferral of tenure by the Board of Trustees.

The tenure process is one of many examples of the campus community coming together in support of our students and their learning.

Conferring Faculty TENURE does three things:

1. Commits the State of Washington and its PEOPLE to the academic & educational excellence of this Tenure Candidate.
2. Confirms the Faculty's commitment to this candidate
3. Confirms to the Students (who entrust their education to SCC) that this candidate is an outstanding scholar who is committed to academic excellence and our belief that this candidate is fully capable of providing them (the STUDENTS) with an excellent education.

I am very hopeful, in fact, the whole Board of Trustees, is very hopeful, that the celebration of this important milestone allows us all to renew our commitments to and continued collaboration in service to our STUDENTS."

### CONSENT AGENDA

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

SHORELINE COMMUNITY COLLEGE  
DISTRICT NUMBER SEVEN  
BOARD OF TRUSTEES  
(VIRTUAL) SPECIAL MEETING OF MARCH 18, 2021

- a. Minutes from the special meetings of February 24, 2021, March 5, 2021, and March 12, 2021
- b. Two-Year College Calendar

Motion 21:15: Motion made by Trustee Pobee to approve the consent agenda.

Motion seconded by Trustee Lux. All three Trustees present (Catherine D'Ambrosio, Tom Lux, Eben Pobee) for this action item, voted *aye* to approve the motion.

ACTION: RENEWAL OF SECOND-YEAR TENURE TRACK FACULTY CANDIDATES

Phillip King, Vice President for Student Learning, Equity & Success read tab 2 [Renewal of Second-Year Tenure Track Faculty Candidates] which included the names of four, second-year tenure track faculty candidates.

Second-Year Tenure Track Faculty Candidates: Jeff Kashiwa, Sheryl Rasmussen, Kim Sharp, and Mollie Sharp.

Motion 21:16: Trustee Lux stated, "After having given reasonable consideration to the recommendations of the candidates' respective Appointment Review Committees, the Vice President for Student Learning, Equity & Success, and the President, I move that the Board continue the tenure-track candidate status of Jeff Kashiwa, Sheryl Rasmussen, Kim Sharp, and Mollie Sharp."

Motion seconded by Trustee Pobee. All three Trustees present (Catherine D'Ambrosio, Tom Lux, Eben Pobee) for this action item, voted *aye* to approve the motion.

ACTION: TENURE CONSIDERATIONS

Phillip King, Vice President for Student Learning, Equity & Success read tab 3 [Tenure Considerations] which included the names of eight third-year faculty candidates.

Third-Year Faculty Candidates: Pru Arnquist, LeAnn De Luna, TaChalla Ferris, Dina Kovarik, Zach Mazur, Melanie Meyer, Kristine Petesch, and Claire Putney.

Motion 21:17: Trustee Lux stated, "After having given reasonable consideration to the recommendations of the candidates' respective Appointment Review Committees, the Vice President for Student Learning, Equity & Success, and the President, I move that the Board award tenure to Pru Arnquist, LeAnn De Luna, TaChalla Ferris, Dina

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Kovarik, Zach Mazur, Melanie Meyer, Kristine Petesch, and Claire Putney.”

Motion seconded by Trustee Pobe.

Chair D’Ambrosio stated, “As the Board of Trustees, this is one of our most important responsibilities, to the College, and to the community.”

All three Trustees (Catherine D’Ambrosio, Tom Lux, and Eben Pobe) voted *aye* to approve the motion.

### COMMUNICATION FROM THE PUBLIC

Per the notice and the agenda for the March 18, 2021 (virtual) special meeting of the Board of Trustees:

Public comments sent to the Board Secretary at [lyonemitsu@shoreline.edu](mailto:lyonemitsu@shoreline.edu) by 4:15 PM on Thursday, March 18, 2021 will be read aloud by College personnel. The total public comment period will be no more than thirty (30) minutes and up to two (2) minutes of each public comment received, will be read, with adjustments made if more than fifteen (15) public comments are received. All public comments received will be entered into the record and attached to the minutes of the March 18 special meeting.

Two (2) public comments (attached) were received by 4:15 PM on Thursday, March 18, 2021. Executive Director Ann Garnsey-Harter and Executive Academic Dean Nancy Dick read the public comments.

### COLLEGE UPDATES

#### BAS in Dental Hygiene

Mary Burroughs, Dean of Health Occupations & Nursing, provided an overview regarding the College’s submittal of a Statement of Need for a Bachelor of Applied Science in Dental Hygiene to the State Board for Community and Technical Colleges (SBCTC). A presentation to the State Board is scheduled for the spring. The anticipated implementation date of the BAS in Dental Hygiene: Fall 2022.

#### CRRSAA Funds: Winter Distribution

Derek Levy, Dean of Student Support & Success, went over a slide presentation (attached) containing the following information:

- Background
- Winter Facts & Figures

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- Collaboration & Further Resources

Dean Levy stated, “Many have supported this effort. Lots of people involved – offices, staff.”

Guided Pathways: First Year Experience, Future Goals, Statewide Webinar

Stephanie Schlitz, Faculty, went over a slide presentation (attached) containing the following information:

- GP Mandate
- Research. Modeling.
- GP Pillars and Best Practices
- College Success Seminar (2.0) • Student Experiences
- Collaboration
- Student Experience and College Success Committee

In response to questions from Trustee Lux, Dr. Schlitz, shared examples of the successes (e.g. in retention and persistence) experienced at other colleges and noted, “the college experience has been demystified.”

REPORT: SHORELINE PRESIDENT

President Roberts read the *President’s Report* (attached).

REPORT: ENROLLMENT UPDATE

Vice President for Student Learning, Equity & Success went over a slide presentation (attached) containing the following information:

- Annual FTES, according to funding source and quarter
- Enrollment Update (International Contract; State-Supported; CEO/LCN; Running Start; Other) – Winter 2020/Winter 2021/Change Winter • Change Fall/Change Summer/Cumulative Change
- Additional Information: Enrollment Update – Winter 2021
- Additional Information: Enrollment Update – Spring 2021

REPORT: FINANCIAL & BUDGET UPDATE

Business & Administrative Services Vice President Dawn Beck went over a slide presentation (attached) containing the following information:

- Cash Position
- FY21 Budget Update
- Budget Update
- New Budget Review Process

- Covid Recovery Funding

In response to questions from Trustee Pobee, Vice President Beck shared the importance of putting the College in the safest position possible to weather any storms or any additional economic downturns, and to make sure that the College is financially stable.

ACTION: 2020-2021 SERVICES & ACTIVITIES (S&A) BUDGET & SPRING 2021 ALLOCATIONS

The Board conducted a first reading related to the 2020-2021 Services & Activities (S&A) budget and spring 2021 allocations at the February 24, 2021 Board meeting.

Sundi Musnicki, Student Leadership & Residential Life Director read tab 4 [Action: 2020-2021 Services & Activities (S&A) Budget & Spring 2021 Allocations].

Motion 21:18: Motion made by Trustee Lux to approve the allocation of \$86,747 from the S&A fee budget for disbursement to programs and clubs for spring quarter 2021.

Motion seconded by Trustee Pobee.

In response to questions from Trustee Pobee, Director Musnicki confirmed that the S&A budget “is well underspent due to remote operations and operating well within means.”

All three Trustees present (Catherine D’Ambrosio, Tom Lux, Eben Pobee) for this action item, voted *aye* to approve the motion.

CONSTITUENT REPORT: SHORELINE FACULTY

Professor and SCCFT President Eric Hamako read *Statement to the SCC Board of Trustees* (attached).

CONSTITUENT REPORT: SHORELINE CLASSIFIED

Media Maintenance Technician III and WFSE Chief Shop Steward Paul Fernandez read statement (attached).

CONSTITUENT REPORT: SHORELINE ASSOCIATED STUDENT GOVERNMENT

Associated Student Government (ASG) President Sunshine Cheng read statement (attached).

REPORT: CLOSING REMARKS – BOARD OF TRUSTEES

Trustee Lux congratulated the newly tenured faculty. He referred to the “report on the Dental Hygiene program” earlier in the evening and noted that he wanted to “recognize that a solution would not have been found if the whole community was not involved...our faculty, our students, our unions, the community at large, legislators – everybody was pulling for a solution. It was difficult many times. It seemed at times, we weren’t rowing in the same boat, but we did get there. That’s the main thing. I want to thank and recognize Dr. Roberts and all who collaborated with the University of Washington to get the solution that we finally got. It was a very difficult struggle, but we would not have had such a good conclusion if we weren’t all involved, and I think that needs to be recognized. Thank everybody for their passion and effort.”

Trustee Pobe conveyed, “It’s been such a graceful evening where we saw people moving forward and that’s the whole objective—to be able to provide the best tools for success. I have been touched by all the successes that have been achieved over the years, even in the very difficult year of 2020. Thank you everybody...for all that you do, not just for yourselves, but for the best interest of the community in which we live and serve.”

Chair D’Ambrosio expressed congratulations to the newly tenured professors, noting “we are entrusting our students’ education to your academic excellence, your scholarship, and your erudition.” She spoke of the “outstanding accomplishments that have been “highlighted today” and what can be accomplished when “we work together and get things done on behalf of our students.”

Chair D’Ambrosio closed with:

“The Shoreline Community College Board of Trustees carefully listened to and recognized the report from the Faculty Senate Council about the results of SCC Faculty’s vote of no confidence in SCC President Cheryl Roberts.

The Board has expressed deep concerns with accepting this vote of no confidence because the vote was based on a Faculty Senate Council report that contained many inaccurate statements.

I ask that the statement made on behalf of the Board of Trustees be carefully read.

The Board affirms confidence in all College employees, and we remain committed to working collegially and constructively with the President and the entire Shoreline Campus Community to serve our diverse students and community.

As I shared, the value of Shoreline’s faculty cannot be overstated, and we have immense empathy for all COLLEGE employees: Faculty, Classified Staff, Administrative Exempt Staff, the Executive Team, and the College President.

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Everyone at the College is working through unprecedented times due to the COVID-19 pandemic. The Board encourages and urges all employees to partner with each other and work together to continue focusing on supporting our students' success.”

EXECUTIVE SESSION

No executive session.

ADJOURNMENT

Motion 21:19: Motion made by Trustee Lux to adjourn the special meeting of March 18, 2021.

Motion seconded by Trustee Pobee. All three Trustees present (Catherine D'Ambrosio, Tom Lux, Eben Pobee) for this action item, voted *aye* to approve the motion.

Chair D'Ambrosio adjourned the meeting at 6:17 PM.

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

Attest: April 28, 2021

\_\_\_\_\_  
Lori Y. Yonemitsu, Secretary

To the Board of Trustees at Shoreline Community College,

Based on feedback from faculty members, I would like to emphasize the following points and implore you to consider them as you continue your work.

- The Faculty Senate Council conducted a Vote of No Confidence in the leadership of President Roberts based on feedback from employees in several different categories (Faculty, Classified, Admin Exempt) over several years.
- The vote (and the report) was conducted as a formal, professional evaluation of the President's job performance. It is based entirely on specific decisions and processes which are the responsibility of the President (such as financial management and high-level decision making).
- Over 100 Faculty members supported the vote (fewer than 10 faculty opposed it). This is a significant percentage of the college's core employees. Faculty members are essential to the college. Their voices need to be acknowledged for the morale of the employees to improve. Ultimately, decisions which negatively impact faculty will also impact the students they teach.
- The Faculty Senate Council felt that the Board's reaction to the vote results and report was highly dismissive. It is concerning that the voices of so many faculty members were quickly discarded.

Tom Genest  
Faculty Senate Chair

Earlier this week, I attended an Olympic College Board of Trustees meeting on Zoom. At Shoreline Board meetings on Zoom, attendees are hidden. I can't tell who is there or even how many people are present. At Olympic Board meetings, I can see who is attending since attendees can choose to turn on their cameras and/or display their names. At Shoreline Board meetings, public comments are read by a third party, diluting the emphasis and impact of the messages. At Olympic Board meetings, people are allowed to read their own public comments, ensuring appropriate emphasis and maximum impact.

Olympic Board meetings use Zoom to connect and support their community members. Shoreline Board meetings on Zoom feel controlling and isolating. I ask for a change in Zoom set-up to make our Board meetings more like Olympic's. Thank you for re-evaluating the way in which you and the Shoreline Community College administration interact with our community. Take care and stay safe.

Happy Day,  
Steven Bogart  
Professor of Mathematics

**Steven Bogart**

Professor of Mathematics  
Mathematics Faculty Program Coordinator

**Shoreline Community College**

[www.shoreline.edu](http://www.shoreline.edu) | 206.546.6986



# CRRSAA Funds: Winter Distribution



1



## Background

- CRRSAA (Coronavirus Response & Relief Supplemental Appropriations Act) or HEERF II (Higher Education Emergency Relief Funds)
- Requires Shoreline to spend the same dollar amount on student grants as required to spend under the CARES Act (\$1,219,192)
- Students can receive up to \$2115 quarterly, for costs such as tuition and fees, textbooks / course materials, food, housing, technology, healthcare, and childcare
- Priority for students with exceptional need
- Eliminates and supersedes significant barriers to funding that were present in CARES Act rules, e.g., satisfactory academic progress, maximum time frame, online programs, ESL, ABE



2



## Winter Facts & Figures

- 1078 applications received to date (649 completed, majority of incomplete were duplicate applications)
- \$685,822 emergency aid awarded to date for winter (\$623,922 CARES/CRRSAA)
- 461 students awarded (366 via CARES/CRRSAA)
- Total winter awards are about 3X fall awards, due to improved marketing, eased rules, and adjustments in specific resource allocation amounts
- Highest demand is for tuition, books and supplies, housing, and groceries
- Representation slightly higher (1 to 5%) among completed applications by BIPOC students than most recent published enrollment percentages



3



## Collaboration & Further Resources

- **Cross functional staff support – multiple offices involved (e.g., Gender Equity Center, Financial Aid, Foundation, Benefits Hub) in coordination and staff from multiple student service areas contributed to review of applications**
- **Additional support through Student Emergency Aid Grant (SEAG) from the State and King County United Way grant/partnership**
- **HEERF III Funds (American Rescue Plan)**
- **Washington State Student Relief Grant**



4

# GP Mandate

"Every new credential-seeking student is helped to explore career/college options, choose a Meta Major upon enrollment, and enter a Program of Study within no more than two quarters."

*Scale.*

*Equity.*

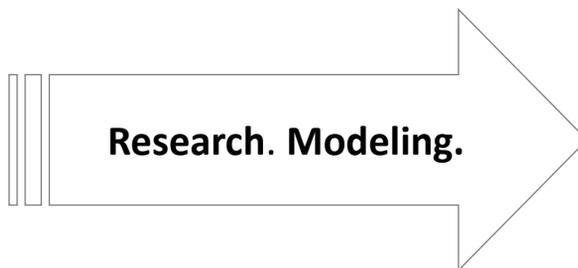
*Student Engagement.*

*Student Achievement.*

*Retention.*

Stephanie A. Schlitz

1



research-informed  
peer & aspirational schools  
experience & expertise  
data-driven

Stephanie A. Schlitz

2

# GP Pillars and Best Practices

Foster a deep sense of belonging.

**Help students make informed choices and select a path.**

**Help students stay on plan.**

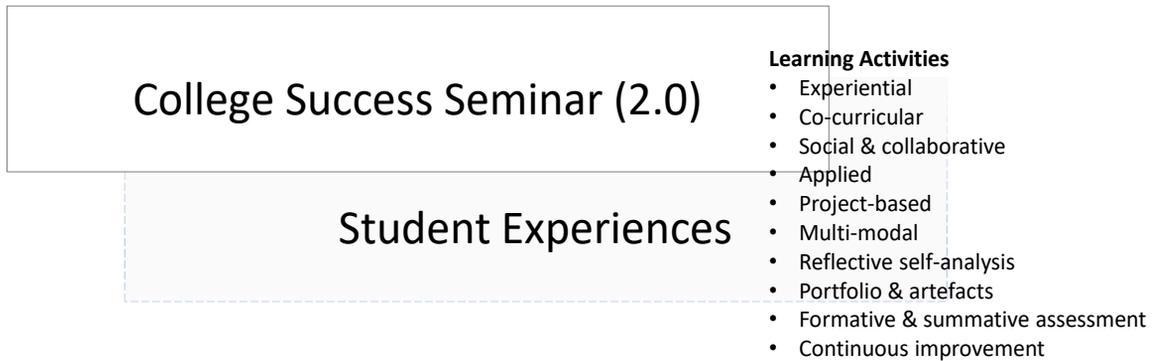
**Ensure learning.**

K-12 Partnerships.

Anti-racist pedagogy.

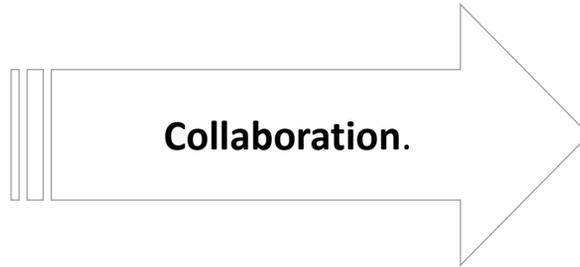
Stephanie A. Schlitz

3



Stephanie A. Schlitz

4



Good intentions  Mechanisms

Stephanie A. Schlitz

5

## **Student Experience and College Success Committee**

- Instructional Faculty (across divisions)
- GP Leadership Team
- Transitional Studies
- Associate Deans
- Student Leadership & Res Life
- Grants Office
- E-Learning
- Advising & Onboarding
- GIGs
- International Education
- Communications & Marketing
- CTC Partners

Stephanie A. Schlitz

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**Core Team:**

1. **Rachel David**, Gender & Women’s Studies (GP Equity)
2. **Asha Dore**, Faculty, ABE
3. **Laurel Ecke**, Faculty, Psychology (GP Student Voices)
4. **Diana Knauf**, Psychology Professor (GIG Faculty)
5. **Jonathan Molinaro**, Assoc. Dean Transitional Studies (GP Gateway)
6. **Sundi Musnicki**, Dir. Student Leadership and Res Life
7. **Brigid Nulty**, Acting Assoc. Dean - Business, Comm Studies, Social Sciences (GP Co-Chair)
8. **Romina Plozza**, Faculty ESL (GP Gen Ed Outcomes)
9. **Amy Rovner**, E-Learning, Instructional Designer
10. **Stephanie Schlitz**, Faculty (GP Intake/Advising)
11. **Maya Smorodinsky**, English Professor (GP Metamajors)
12. **Krystal Zaragoza**, Faculty, Communication Studies (GP Student Voices)

**SCC Partners:**

- Zack Thill**, Research & Grants  
**Ali Zweifach**, GP Intake/Advising: Advising  
**Anne Colpitts**, GP Intake/Advising: Onboarding  
**DeAun Green**, GP Intake/Advising: Career Exploration  
**Mimi Harvey**, Communication Studies (GIGs)  
**Brooke Zimmers**, Honors Faculty and Co-Dean (GIGs)  
**Jeannette Idiart**, English (GIGs)  
**Neal Vasishth**, English (GIGs)  
**Elena Esquibel**, Communication Studies (GIGs)  
**Ali Armstrong**, Engineering 100  
**Adam Staffa**, C & M

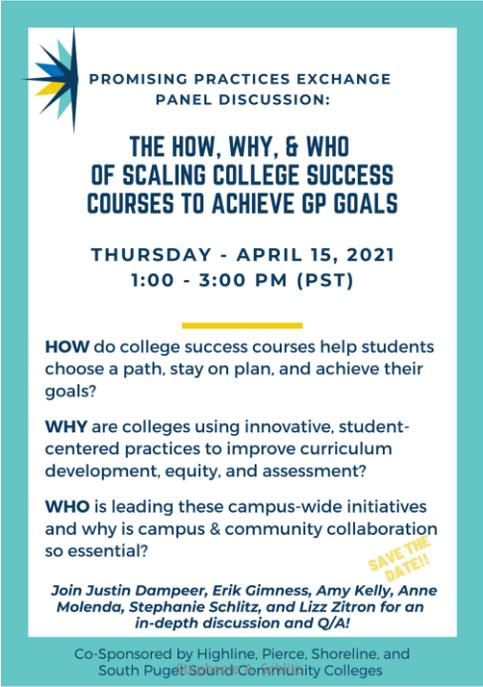
**CTC Partners:**

- Lizz Zitron**, Faculty, Pierce College  
**Erik Gimness**, Institutional Research, Pierce College  
**Amy Kelly**, Dean, SPSCC  
**Anne Molenda**, K-12 Partnerships, SPSCC  
**Justin Dampeer**, Dean, Highline College

[Who else needs a seat at the table?]

Stephanie A. Schlitz

7



PROMISING PRACTICES EXCHANGE  
PANEL DISCUSSION:

**THE HOW, WHY, & WHO  
OF SCALING COLLEGE SUCCESS  
COURSES TO ACHIEVE GP GOALS**

THURSDAY - APRIL 15, 2021  
1:00 - 3:00 PM (PST)

**HOW** do college success courses help students choose a path, stay on plan, and achieve their goals?

**WHY** are colleges using innovative, student-centered practices to improve curriculum development, equity, and assessment?

**WHO** is leading these campus-wide initiatives and why is campus & community collaboration so essential?

Join **Justin Dampeer, Erik Gimness, Amy Kelly, Anne Molenda, Stephanie Schlitz, and Lizz Zitron** for an in-depth discussion and Q/A!

SAVE THE DATE!

Co-Sponsored by Highline, Pierce, Shoreline, and South Puget Sound Community Colleges

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## **Good evening Board Chair and Trustees, Members of our College Community joining us via ZOOM.**

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These are days of gratitude as we pass the one-year mark in providing exceptional learning and support services to our students. I'm grateful to our committed faculty, staff, and administrators who have worked with unwavering focus so our students can achieve the possibilities they have come to Shoreline to fulfill. We know the days ahead will ensure our students can complete what they started, while others begin their learning experience with us.

We have much to recognize and appreciate this evening:

- Impressive work taking place within the Guided Pathway project
- How our ctcLink teams are working tirelessly to modernize our students' experience at Shoreline
- Exquisite and thoughtful planning for our Day of Learning focusing on this key question: How Do we Foster Inclusive Change at Shoreline?

And today we celebrated a milestone in the professional careers of our faculty – the awarding of tenure. I'm grateful to the ARC committees who have come alongside these faculty

members and to our faculty who have moved through this supportive and challenging tenure- experience. It was moving to acknowledge and recognize what makes Shoreline so great – our outstanding faculty and employees.

Over the past few weeks, we have spent time reviewing challenges at the College that have been addressed or resolved. Although we cannot change the past, collectively, we have the ability to influence our common future. We have learned from it, made changes, and strengthened the College. Now, it's time to lean on each other. We are all facing the stress and strain of the pandemic, social and political uncertainty including the recent and senseless killings in Atlanta and the anti-Asian racism right here in our own college district. During such times, what we count on at Shoreline, is each other. We can count on a listening ear and a caring heart. We can count on our commitment to making Shoreline the best learning experience for the students we serve. Our students count on us. And at Shoreline, we put students at the heart of our work and care.

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In closing, I am reminded, that although we would never wish this virulent COVID-19 pandemic on our community, region, country, and the world, it has brought poignant lessons

and examples of the best of what it means to be human to the forefront.

As a College we are living the 'foreseeable now' with grace and flexibility – focused on inspiring, teaching, serving, and supporting our students and each other, and for that, I'm so grateful.

And to our Board of Trustees, I am thankful for your continued support and belief in Shoreline and the work of our employees. We have overcome great challenges this year because when we come together, good things happen for our students and the diverse communities we care about.

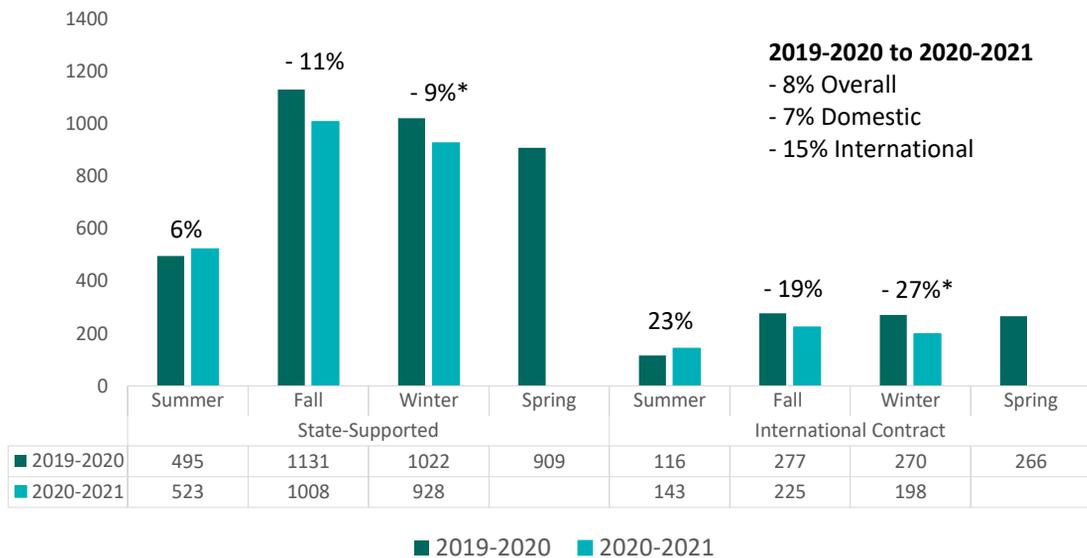
Thank you, Board Chair D'Ambrosio.  
This concludes my report.

# Winter 2021 Enrollment Update



1

Annual FTEs, according to funding source and quarter



2

## Enrollment Update

| Category               | Winter 2020 | Winter 2021* | Change Winter      | Change Fall   | Change Summer | Cumulative Change |
|------------------------|-------------|--------------|--------------------|---------------|---------------|-------------------|
| International Contract | 813         | 593          | -27% (-220)        | (-154)        | (+79)         | -15% (-296)       |
| State-Supported        | 3068        | 2783         | -9% (-285)         | (-371)        | (+84)         | -7% (-573)        |
| CEO/LCN                | 255         | 208          | -18% (-47)         | (-28)         | (+38)         | -6% (-37)         |
| Running Start          | 299         | 306          | + 2% (+7)          | (+30)         | n/a           | +6% (+37)         |
| Other                  | 13          | 9            | (-4)               | (-36)         | (-27)         | -6% (-67)         |
| <b>TOTAL</b>           | <b>4449</b> | <b>3899</b>  | <b>-12% (-550)</b> | <b>(-559)</b> | <b>(+174)</b> | <b>-8% (-935)</b> |

\* Not final numbers, may vary by +/- 1% of total



3

### Additional Information: Enrollment Update Winter 2021

**Down 12% Overall (all funding sources)**

**Up 2% in Running Start (299 → 306)**

**Up 6% in Online (1069 → 1135)**

**Down 26% in New-to-Shoreline (591 → 440)**

**Down 39% in Aerospace FTE (64 → 39)**

4



## **Additional Information: Enrollment Update Spring 2021**

### **Down 13% Overall (all funding sources)**

- **Down 1% in State FTE (1531 → 1513)**
- **Down 40% in International FTE (622 → 374)**
- **Up 11% in Running Start (144 → 160)**

**About the same in Online (724 → 717)**

**Up 10% in New-to-Shoreline (161 → 177)**



# **Financial & Budget Update**

## **March 18, 2021 Board of Trustees Meeting**



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1

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**Cheryl Roberts, Ed.D.**

(she, her)

President

**and**

**Dawn Beck, CPA**

(she, her)

Vice President for Business & Administrative Services

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2

# Cash Position

Account Summary for 03/12/2021

Account Search  [Search](#) [Printable Format](#)

**Transfer Funds**

| Account Name / Account Number | Bank Name ^        | CCY | Ledger Balance ? | Collected Balance ? | Opening ?<br>Available Balance | Transfer Funds ? |
|-------------------------------|--------------------|-----|------------------|---------------------|--------------------------------|------------------|
| SHORELINE C C GENERAL         | US Bank Washington | USD | \$21,661,475.11  | \$21,661,475.11     | \$21,661,475.11                | Select ▼         |
| MUNICIPAL INVESTMENT ACCT     | US Bank Washington | USD | \$1,000.00       | \$1,000.00          | \$1,000.00                     | Select ▼         |

3

# FY21 Budget Update

## Expenses

- We are 2/3 of the way through FY21 and actual expenses are tracking well to the yearly budget

## Enrollment

- Year to date enrollment is down 12% which is 2% lower than budgeted
- This represents \$2.9M in revenue for the year but is within our budget for 2020-21

## Housing

- Occupancy remains low at 38%
- We are working on getting Covid relief funds to tenants to reduce the delinquency rate

## Childcare Center

- Enrollment in the Childcare Center is about 1/3 of capacity
- We are working on increasing advertising as the county starts to reopen

4

## Budget Update

| Revenues                    | Budget FY21       | Actual 2/28/21    | \$ Remaining      | % Remaining |
|-----------------------------|-------------------|-------------------|-------------------|-------------|
| State Operating Approp      | \$ 27,461,988     | \$ 16,841,642     | \$ 10,620,346     |             |
| Operating Tuition           | 9,371,476         | 7,351,066         | 2,020,410         |             |
| Running Start Tuition       | 1,501,934         | 1,001,290         | 500,644           |             |
| International Education     | 4,008,779         | 2,671,519         | 1,337,260         |             |
| CEO Tuition                 | 646,730           | 431,150           | 215,580           |             |
| ABE/ESL SBCTC Tuition       | 275,174           | 208,092           | 67,083            |             |
|                             | 43,266,081        | 28,504,759        | 14,761,322        | 34%         |
| <b>Expenditures</b>         |                   |                   |                   |             |
| Exempt                      | 3,795,911         | 3,091,008         | 704,903           |             |
| Full-Time Faculty           | 9,914,565         | 5,952,234         | 3,962,331         |             |
| Part-Time Faculty           | 8,000,546         | 5,749,667         | 2,250,879         |             |
| Classified and Other        | 6,285,534         | 4,566,287         | 1,719,247         |             |
| Benefits                    | 9,004,042         | 6,373,484         | 2,630,558         |             |
| Expenses                    | 5,868,266         | 2,578,455         | 3,289,811         |             |
| Total Expenditures          | 42,868,864        | 28,311,135        | 14,557,729        | 34%         |
| <b>Net Income/(Deficit)</b> | <b>\$ 397,217</b> | <b>\$ 193,624</b> | <b>\$ 203,593</b> |             |

5

## New Budget Review Process

- We have implemented a new budget review process across the campus
- Budget Review spreadsheet shows all department budgets and actual expenditures for the prior two years, plus year to date for the current year
- Examine actual expenses to budget in a quarterly review process
- Three-year trending information allows us to make sure budgets are aligned with spending
- Budgets are then built considering actual spending trends rather than prior budgets
- Information is consolidated to make for a more meaningful ET review

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# Covid Recovery Funding

## HEERF – Higher Education Emergency Relief Fund Sources and Uses

| <u>Official Name</u>   | <u>Acronym</u> | <u>Common Name</u>  | <u>Institutional</u> | <u>Student</u>       |
|--|----------------|---|----------------------|----------------------|
| HEERF I  | CARES          | Coronavirus Aid, Relief and Economic Security Act               | \$1.2M               | \$1.2M               |
| HEERF II   | CRRSAA         | Coronavirus Response and Relief Supplemental Appropriations Act | 3.4M                 | 1.2M                 |
| HEERF III  | ARPA           | American Rescue Plan Act  | <u>4.1M</u>          | <u>4.1M</u>          |
|  |                |   | <b><u>\$8.7M</u></b> | <b><u>\$6.5M</u></b> |
| <b><u>Forecasted Uses of Funds from March 2020 to Dec 2023</u></b> |                |   |                      |                      |
|  |                | Enrollment Decreases  | \$2.5M               |                      |
|  |                | Covid Wages   | 0.7M                 |                      |
|  |                | Housing Occupancy   | 2.5M                 |                      |
|  |                | Childcare Center Enrollment                                     | 0.5M                 |                      |
|  |                | Cost of Closing and Opening Campus                              | <u>2.5M</u>          |                      |
|  |                |   | <b><u>\$8.7M</u></b> |                      |



SCCFT President Eric Hamako  
Statement to the SCC Board of Trustees  
2021.03.18  
Permalink: <http://bit.ly/SCCFTtoBOT2021-03>  
Video: <http://bit.ly/SCCFTtoBOT2021-03Video>

I ask that my comments be read into the record.

Trustees of the Board:

My name is Eric Hamako. I am the President of the faculty's union, the Shoreline Community College Federation of Teachers (SCCFT), Local 1950 of the American Federation of Teachers (AFT).

Less than four and a half years ago, when the 45th President of the United States was elected, many people who have experienced intimate partner violence or other forms of relationship violence were retraumatized. The patterns of abuse on the national political scale were all too familiar, resembling patterns of abuse experienced in smaller scopes. And, those patterns of abuse worsened over the years, as abuse often does when abusers are emboldened and have impunity.

Not all abusive relationships begin so obviously. Some begin with warm rhetoric, messages of hope, and promises of change or renewal. It can feel, then, all the more confusing to look back at such beginnings, when one realizes that abuse has become the norm. But, studying intimate partner violence provides us with models and concepts that we can use to make sense of the confusion sown by abusive relationships. Models such as Lenore Walker's Cycle of Abuse and concepts such as gaslighting and the role of entitlement in motivating abuse.

The Cycle of Abuse model proposes four stages through which abusers repeat. First, a seeming "honeymoon" or "calm" period. Second, a stage of escalating tension. Third, a crisis stage, with acute explosions of violence. Fourth, the reconciliation or "make-up" stage, with its rationalizations and justifications for the preceding violence. Then, unless altered or escaped, the abuser repeats the cycle, returning to a period of calm. The Cycle of Abuse model can help us understand how people may mistake calls for reconciliation or a return to calm for an actual end to abuse, rather than as parts of a larger pattern of abuse.

In the “honeymoon” stage, an abuser may lure people in with patterned tactics. Tactics such as “love-bombing,” by which an abuser overwhelms targets’ boundaries with a charm offensive of promises and grand gestures. Tactics such as “forced teaming,” by which an abuser asserts a singular “we,” to override the target’s distinct interests and individuality; that “we” are all on the same side, that “we” want the same things.

In the “escalating tension” stage, an abuser increases their abuse, weakening their target and testing to see what they can get away with. One such tactic is gaslighting, a form of psychological abuse by which an abuser manipulates the target into questioning their own experience of reality. As we have seen on the national stage, gaslighting can be observed on various scopes; in national politics, in interpersonal relationships, and also in the workplace. Gaslighting can take many forms; among them: trivializing or belittling the target’s feelings or experiences, undermining the target’s credibility or character, changing the subject, denying evidence, pretending to forget events, misrepresenting the target’s actions or experiences, and saying one thing while demonstrably doing the opposite.

Gaslighting; as when the Board of Trustees diverts criticism by claiming that it is “only a policy-making board,” while also being the self-same entity that has delegated away some of its key responsibilities.

Gaslighting; as when the Board of Trustees, when challenged about the financial management of the College, says that it doesn’t get into the day-to-day operations or the minute details, while also scrutinizing minute details of faculty tenure candidate applications, down to the level of single comments in course evaluations.

Gaslighting, as when the Board has, in previous years, praised the work and dedication of tenure candidates, while also then cautioning them to not slack off now that the Board is granting them tenure, because, the Board says, it takes seriously its financial responsibilities.

Gaslighting; as when the College professes the importance of faculty’s work and input, while also increasing the proportion of unstable, Associate Faculty jobs, decreasing protection for faculty’s dissent.

Gaslighting; as when the College professes to care about “diversity, equity, and inclusion,” while also undermining the work -- and employment -- of workers targeted by racism and other forms of oppression.

The escalation of tension then moves to a crisis stage, a period of acute violence. A crisis stage such as what we are living through, with the College laying off or driving out many workers during a pandemic and eliminating academic programs, even with students only midway through their course of study.

Then, with the violence of the crisis stage done, the abuser moves into the reconciliation phase, the “make-up” period. There are calls for making-up, for unity, and for moving forward. There may -- or may not -- be apologies or assurances that things will be different. But, there *will* be more gaslighting, which serves to explain away the abuser’s violence.

Gaslighting; as when the Board of Trustees professes great concern for “facts” and criticizes the Faculty Senate Council for supposedly getting its facts wrong, while the Board *itself* makes factual errors by refuting arguments that the Faculty Senate Council did not make. For example, the Faculty Senate Council’s Vote of No Confidence (VONC) report stated, “An Unfair Labor Practice case was brought against the current administration, and they were found guilty on three counts.” The Board then, itself incorrectly, repeatedly claimed that the Faculty Senate Council “said that PERC found the college “guilty” of three ULPs.” Or, for example, when the Faculty Senate Council’s report presents the fact that, “Since 2012-2013, until recently, the college also failed to regularly submit financial statements or state audits,” and the Board of Trustees uses a straw man argument to refute that fact by saying that the financial statements and audits are current *now*.

Gaslighting; as when the Board of Trustees counters the faculty’s concern about financial mismanagement by using diversionary responses; saying that labor is expensive, saying that the College spends more on its workers than *other* colleges do on their workers, and actually claiming credit for deficit spending by saying that the College was spending that money on keeping us employed, intimating that it *could* have laid workers off sooner than it did.

Gaslighting; as when the Board of Trustees minimizes and denies the validity of the Faculty Senate Council’s Vote of No Confidence -- as though the Board would have responded differently if only more faculty had voted -- and intimating that the non-voters were somehow a silent majority expressing confidence in the College, rather than disaffection, marginalization, and fear.

Gaslighting; as when the Board of Trustees frames workers’ resistance to its abuses as the problem of greater concern, rather than acknowledging the abuse being resisted -- warning that publicly telling people about the abuse will make “us” look bad.

Author and anti-violence advocate Lundy Bancroft has named entitlement as a core enabler of abuse. That is, abusers abuse because they have the necessary power and they feel entitled to use it to abuse. Abusers abuse, Bancroft explains, not because they don’t know better; not because they were themselves abused; not because they are mentally ill. There are people who are all of those -- and yet they do not abuse. The common factors among abusers is power and the sense of entitlement to abuse. So, abusers stop abusing when they are disabused of their sense of entitlement -- or when they no longer have power to abuse. Too often, it is the targets of abuse who are forced to change, to become smaller, or to seek escape -- when, morally, it is

those who abuse their power and abuse other people who should be compelled to change -- to share power and give up their sense of entitlement to abuse or to be compelled to leave.

Six months ago, we told you, as you initiated this most recent crisis stage, "Don't expect us to go quietly." So, we continue to resist your to call to move on into a stage of false reconciliation, where reconciliation is merely another stage in the cycle of abuse. Our unions are here to challenge your power and your sense of entitlement to abuse that power. Our unions are here to disrupt your cycle of abuse and to build more honest, more equitable relations between labor and management at work. To paraphrase labor leader Mother Jones, our unions mourn those we have lost -- and we continue to fight for those who remain.

Good night.

###

**March 18<sup>th</sup>, 2021**

**Hello,**

**My name is Paul Fernandez.**

**I am the Media Maintenance Technician here at Shoreline Community College and I am also the Chief Shop Steward.**

**I am proud to be representing my fellow Classified Staff members.**

**We are Members of the Washington Federation of State Employees, WFSE Local 304.**

**We are a Team.**

**To our newly tenured faculty Congratulations.**

**Classified staff anger at upper management continues to grow:**

- **Over the last 10 months' cuts to Faculty and Staff have been unequally shared, when compared to Administrative Exempt positions.**
- **Classified Staff members were laid off in June 2020, in December of 2020, and in February 2021. Shoreline's Administration removed or furloughed 26% of Classified Staff Positions and that is not counting the loss of hourly positions and Classified Staff who are taking Voluntary Furloughs.**
- **Cuts impact the remaining workforce's well-being due to increasing workloads. How many times can additional work be redistributed before administration actually realizes that this is a problem? Everyone has limits.**
  
- **WFSE is in the middle of a Demand to Bargain process about the December 2020 cuts. We are negotiating the impacts of these cuts, with Shoreline's Administration and the Office of Financial Management.**
- **And we have filed another Demand to Bargain with Shoreline's Administration and the Office of Financial Management about the February 2021 cuts. We also have a grievance about these same issues that will be moving to step 2.**
- **I know of two more upcoming Demand to Bargain with Shoreline's Administration and the Washington State Office of Financial Management. One has to do with the CEO program and the other with changes in working conditions – that deal with staff being asked to return to campus.**
  
- **I would like to thank President Roberts for meeting with Classified Staff for an hour on Wednesday February 17<sup>th</sup>.**
  - **These types of meetings, should be held monthly and for some of these meetings, depending on the topics, should include other members of the Executive-Team.**
  - **President Roberts in the February meeting you stated that you wanted to improve the campus environment for classified staff. You wanted to make the campus more inclusive and make it so staff will be able to speak up without fear of retaliation.**

- **But since that meeting, you have had a VP putting together screening committees for administration positions that did not include staff members. In one screening committee a staff member from that department volunteered but I had to get involved in order to get them added to that committee. In another screening committee, no staff members were on it at all. In yet another screening committee, no Faculty members were on it.**
- **You say you want to be more inclusive, but you are doing just the opposite.**
- **Things need to change and we need more than just lip service.**
- **Classified Staff have a lot to offer, but we want true honest input.**

#### **The Board of Trustees:**

- **Shoreline has a Community Standard Statement:**
  - **It states "We value respectful, dynamic interactions and lively discussion. We strive to create an environment where everyone is supported and valued." Really?**

#### **Also, the college website states:**

**Legal power and responsibility for the operation of Shoreline Community College rests with the board of trustees. The trustees establish and review college policies and oversee the general management of funds and properties.**

#### **If these statement are true:**

- **The Board of Trustees needs to take responsibility, be accountable, and provide guidance in their roles as stewards of the college.**
  - **It is time to heal, but it's going to take major changes first. You need to get all sides of the story. Not just the administrations side, but Classified Staff's, The Faculty's and Our Student's.**
  - **You need to hear us: we brought up the need for Financial Statements and the need to have them audited at Union/Management Communication Committee Meetings years before you listened and took action.**
  - **I know that all of the Board of Trustees cannot meeting with Staff, but I believe that one or two at time can. Classified Staff meet the second and fourth Wednesday of each month, from 11:30 AM to 12:30 PM. You are invited.**
- **Classified Staff continue to ask about the need for additional layers of management. This refers to the executive deans, executive directors and associate dean positions. Why not just Deans and Directors. Shoreline went decades without executive deans, executive directors or associate deans and the majority of Classified Staff and Faculty would say that we were better run under those conditions.**
- **Please listen to our State Legislators and insist that the college adopt a comprehensive collaborative process for making decisions, including decisions about the 2021-2022 College Budget. This was also mentioned in the recent accreditation visit.**

**Thank you for listening.**

To the Trustees of the Board, good evening. My name is Sunshine Cheng, I am the student body president.

This month, ASG has continued partnering with various departments to host screenings and events, and have continued to build and make progress on our previous initiatives. As the quarter comes to a close, we are looking ahead to spring and what we can do to make the next chapter of our academic year the very best it can be.

I've been thinking a lot since the last time I spoke with you on how we foster a more inclusive campus, and each time I find myself coming back to the same thing. I believe that in order to foster a campus that is truly inclusive, we need to get comfortable with being uncomfortable. So today, I want to talk about performative allyship, or, in other words, the pretense and profession of solidarity from a place of privilege. Performative allyship is demoralizing at best and detrimental to the cause it claims to support; it maintains the status quo by upholding an illusion of change. I believe that if we, as a college, are truly here to do what we say we are, then, surely, our actions will be reflective of our sentiment.

Yet still, each time I've borne witness to these conversations, I hear words like inclusion, collegiality, and shared goals, and, yet, each time, I find that we - the students - have lost something more. The dissonance that this creates - as people who we do not see ourselves in, who we do not relate to, continue to speak not only on behalf of, but what feels like *over us*, on what is and is not in our best interest - is remarkable.

My message to you today is not an accusation by any means, but merely the only medium I have to communicate the (albeit circumstantially limited) reflections of my peers. Whether or not this is the intention of the college, I am begging to be heard when I say that this is the impact. To have equity and inclusion in our education is to know we have an equal chance of success. But how do we know this? When promises feel unhonored, when students are displaced and programs eliminated, when our legislators - far cry from blind to our economic circumstances - ask us to reject austerity measures that historically hollowed the soul of higher education, where are our allies? Where is the common vision that we profess brings us together here today?

It is a common theme for us to talk about how important the student experience is, how much we care about communication, about being inclusive, and about centering students as the thing that moves us to be here - but this is performative allyship if our choices do not reflect this. To illustrate a little of what I am saying, I want to talk about the college's plan for the closure of the Early Childhood Education program. I was recently made aware of some adjustments being made to the teach-out plan. However, had it been assumed that this information would become available to me from the source of the decision directly, I'm not sure I would have ever known.

As someone who is interested in pursuing education as a concentration, I have concerns about how students were involved in this decision. Was anyone given the chance to offer feedback on how they would be impacted by this? If we truly believe that we are here to serve our students, then inclusion - at its highest form - encompasses students having a seat at the table. Too often, we only hear about things after a decision has been made. We are not included, but simply informed, about what will become of our education. And even I am saying this from a place of privilege - by virtue of my position I have the privilege of being here, of being

able to regularly communicate with you face-to-face and be privy to our direction as a college in a way that other students are not

The reason that I am here today, the reason that I continue to choose Shoreline Community College, is not because of any mission statement or verbal assurance that my education is a priority. It is because of my educators, because of my wonderful team and because of the connections and the community I have been able to create here. It is because at the end of the day, I can tell that our educators and our staff are working as diligently as I am to see my dreams to fruition. To truly serve our students, to deliver them an education worthy of words like equity and inclusion, I am asking the college to pull back the curtains. Let us hear your conversations as they are happening rather than feeling like an afterthought to our own experiences. If a difficult decision must be made, let us not only see - but participate in - the challenge of making it. If you truly believe we are in this together, then let us be more than symbolically together, and let us be willing to challenge the discomfort, together.

Thank you.

## MINUTES

The special meeting of the Board of Trustees of Shoreline Community College District Number Seven was called to order by Chair Catherine D'Ambrosio at 5:03 PM by audio/visual conference. A quorum of the Board was present by audio/visual conference.

## MEMBERS PRESENT

Trustees Catherine D'Ambrosio, Tom Lux, and Eben Pobe were present via audio/visual conference.

## COMMUNICATION FROM THE PUBLIC

Per the notice for the special meeting of the Board of Trustees on March 22, 2021:

Public comments sent to the Board Secretary at [lyonemitsu@shoreline.edu](mailto:lyonemitsu@shoreline.edu) by 4:45 PM on Monday, March 22, 2021 will be read aloud by College personnel. The total public comment period will be no more than ten (10) minutes and up to two (2) minutes of each public comment received, will be read, with adjustments made if more than five (5) public comments are received. All public comments received will be entered into the record and attached to the minutes of the March 22 special meeting.

One (1) public comment (attached) was received by 4:45 PM on Monday, March 22, 2021 and was read by Executive Director Ann Garnsey-Harter.

## EXECUTIVE SESSION

At 5:05 PM, Chair D'Ambrosio announced that the Board would convene in executive session for twenty minutes to review the performance of public employees and would reconvene in open session following the executive session, to commence with two action items.

The executive session commenced at 5:08 PM.

At approximately 5:28 PM, it was noted/announced in the open session's *Zoom Room* that the Board was extending its executive session by fifteen minutes.

At approximately 5:43 PM, it was noted/announced in the open session's *Zoom Room* that the Board was extending its executive session by ten minutes.

At approximately 5:53 PM, it was noted/announced in the open session's *Zoom Room* that the Board was extending its executive session by ten minutes.

RECONVENE SPECIAL MEETING

The Board reconvened in the open session's *Zoom Room* at 6:04 PM.

ACTION: RENEWAL OF FIRST-YEAR TENURE TRACK FACULTY CANDIDATES

Phillip King, Vice President for Student Learning, Equity & Success read tab 1 [Renewal of First-Year Tenure Track Faculty Candidates] which included the names of five, first-year tenure track faculty candidates.

First-Year Tenure Track Faculty Candidates: Natasha Barrow, Irene Ferrante, Rachel Lee, Rachel Rawle, and Nollan Worrell.

Motion 21:20: Trustee Lux stated, "After having given reasonable consideration to the recommendations of the candidates' respective Appointment Review Committees, the Vice President for Student Learning, Equity & Success, and the President, I move that the Board continue the tenure-track candidate status of Natasha Barrow, Irene Ferrante, Rachel Lee, Rachel Rawle, and Nollan Worrell."

Motion seconded by Trustee Pobe.

Chair D'Ambrosio spoke of the Board's main responsibilities: the hiring and evaluation of the President, and the granting or not granting of tenure.

All three Trustees present (Catherine D'Ambrosio, Tom Lux, Eben Pobe) for this action item, voted *aye* to approve the motion.

ACTION: TENURE CONSIDERATIONS

President Roberts read tab 2 [Tenure Consideration] which included the name of one third-year faculty candidate.

Third-Year Faculty Candidate: Mark Glover.

Motion 21:21: Trustee Lux stated, "After having given reasonable consideration to the recommendations of the candidate's respective Appointment Review Committee and the President, I move that the Board not award tenure to Mark Glover, Nursing."

Motion seconded by Trustee Pobe.

SHORELINE COMMUNITY COLLEGE  
DISTRICT NUMBER SEVEN  
BOARD OF TRUSTEES  
(VIRTUAL) SPECIAL MEETING OF MARCH 22, 2021

All three Trustees (Catherine D’Ambrosio, Tom Lux, and Eben Pobe) voted *aye* to approve the motion.

ADJOURNMENT

Motion 21:22: Motion made by Trustee Lux to adjourn the special meeting of March 22, 2021.

Motion seconded by Trustee Pobe. All three Trustees present (Catherine D’Ambrosio, Tom Lux, Eben Pobe) for this action item, voted *aye* to approve the motion.

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

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

Attest: April 28, 2021

\_\_\_\_\_  
Lori Y. Yonemitsu, Secretary

At the beginning of last week's Board meeting, during the granting of tenure, Chair D'Ambrosio said that she wished she could see the attendees and that we could all be together. My public comment at that meeting aligns with Chair D'Ambrosio's sentiment, so I hope she'll support my request that Shoreline adopt Zoom settings used by Olympic College. At Olympic Board meetings on Zoom, attendees are not hidden and can turn on their cameras and/or display their names in Zoom. Attendees can also deliver their own public comments. With just a change in Zoom settings, the Shoreline Board and our community could see each other at meetings and be together as much as possible in this remote, isolating time. Take care and stay safe.

Happy Day,  
Steven Bogart  
Professor of Mathematics

**SHORELINE COMMUNITY COLLEGE  
DISTRICT NUMBER SEVEN  
BOARD OF TRUSTEES  
(VIRTUAL) SPECIAL MEETING OF APRIL 28, 2021**

**TAB 1**

**FIRST READING**

**Subject: Fee Proposals for FY 2021-2022**

**Background**

As a result of the budget review process, faculty and staff are proposing the following changes to student fees. Note that these fees apply to specific courses, programs, or services.

1. PROPOSED CHANGE TO FEE – NURSING APPLICATION
2. PROPOSED REALLOCATION OF FEES – DENTAL HYGIENE PROGRAM
3. PROPOSED INCREASE OF FEES – NURSING ASSISTANT CERTIFIED PROGRAM

**To follow:** Fee Proposals for FY 2021-2022

Prepared By: Phillip King  
Vice President for Student Learning, Equity & Success  
Shoreline Community College  
April 23, 2021

## Memo

**To:** Dawn Beck  
**From:** Mary Burroughs  
**cc:** Cliff Fredrickson, Director of Budget  
**Date:** 2/3/2021  
**Re:** New ASL fluency testing fee

### PROPOSED CHANGE TO FEE – NURSING APPLICATION

#### Background

In an effort to attract a more diverse pool of applicants to the nursing program, changes were made to the admission points system, including points available for fluency in a foreign language or American Sign Language (ASL). We were successful in finding a reasonably priced testing service for spoken/written languages at \$50 including a remote proctoring fee. However, we were unable to find a reasonably priced option for ASL fluency. I reached out to the ASL Associate Faculty at Shoreline Community College who currently does a similar assessment of students to place them into the correct ASL course level. The faculty agreed to do this assessment for nursing applicants as well. Applicants will submit a video of signing a short book and answering a set of questions. From this, an assessment of fluency can be determined.

This fee will pay for one hour of non-instructional time for the faculty, or other employees on campus, to complete this assessment. Students will pay for this service through the cashier and present their receipt to Jodene. Once Jodene completes her assessment, she will notify the nursing program and we will process a PA to facilitate payment.

Because this is a new component of the application to nursing, we are unsure how many students will want to access this assessment. In the future, we may consider an increase to the application fee (currently \$20) once we have data on the number of students who utilize the language fluency testing. This will address the inequity of students having to pay a fee to qualify for additional points.

#### Proposal

Currently faculty are paid \$52 for an hour of non-instructional time. Seventeen percent is added to this amount for benefits, making the cost \$60.84. A fee of \$62 will be charged to the student. It is unknown at this time the revenue that will be generated or the costs incurred,

# Memo

**To:** Dawn Beck  
**From:** Mary Burroughs  
**cc:** Clifford Fredrickson, Director of Budget  
**Date:** 4/1/2021  
**Re:** Dental Hygiene Fee Change

## PROPOSED REALLOCATION OF FEES – DENTAL HYGIENE PROGRAM

### Background

With the transition of the Dental Hygiene program to the University of Washington School of Dentistry (UWSOD), student fees are being adjusted to match the fees being charged to Shoreline Community College by UWSOD.

Currently, students purchase almost \$9,000 worth of instruments for use in the program. This includes two sets, one for practice and one for actual clinic use. This results in students having two sets of instruments they have no need for when the program is completed. The University of Washington has a rental model for practice and provides instruments in the clinic. This model decreases the cost to the student \$4,500 in total costs over the length of the program.

| Actual Shoreline Fees and Purchases<br>2020-2021                                 |            | Proposed UWSOD & Shoreline Fees & Purchases<br>2021-2022                         |            |
|--|------------|--|------------|
| SCC Clinical Use Fee (including 50% of Director costs)                           | \$2,958.00 | UWSOD Clinical Use Fee \$375 x 7 quarters  | \$2,625.00 |
| SCC Lab Supply Fee   | \$2,525.00 | UWSOD Lab Supply Fee \$375 x 7 quarters  | \$2,625.00 |
| Student purchase Instruments   | \$8,750    | UWSOD Instrument Rental Fee (\$500 x 5 quarters)                                 | \$2,500.00 |
|  |            | UWSOD Handpiece Rental Fee (\$75 x 7 quarters)                                   | \$525.00   |
|  |            | UWSOD Other Instrument Rental Fee (\$63 x 7 quarters)                            | \$441.00   |
| <i>Malpractice insurance</i>   | \$46.00    | <i>Malpractice insurance(\$6.25 x 7 quarters)</i>                                | \$43.75    |
|  |            | <i>SCC Director Fee (\$140 x 7 quarters)</i>                                     | \$980.00   |
| <i>SCC Student Union PUB fees (\$4.40 per credit/max \$52.80 per quarter)</i>    | \$369.60   | <i>SCC Student Union PUB fees (\$4.40 per credit/max \$52.80 per quarter)</i>    | 369.60     |
| <i>SCC Technology fees (\$4.40 per credits/max \$44 per quarter)</i>             | \$308.00   | <i>SCC Technology fees (\$4.40 per credits/max \$44 per quarter)</i>             | \$308.00   |
| <i>SCC Sustainable Commuter Options fee (\$34 flat rate)</i>                     | \$238.00   | <i>SCC Sustainable Commuter Options fee (\$34 flat rate)</i>                     | 238.00     |
| <i>SCC Student Completion fee (.50 per credit, up to 10 credits, max \$5.00)</i> | \$35.00    | <i>SCC Student Completion fee (.50 per credit, up to 10 credits, max \$5.00)</i> | \$35.00    |

|          |                    |          |                    |
|----------|--------------------|----------|--------------------|
| Books    | \$1,430.00         | Books    | \$1,430.00         |
| Uniforms | \$200.00           | Uniforms | \$200.00           |
|          | <b>\$16,813.60</b> |          | <b>\$12,320.35</b> |

Fees in italics will be collected and retained by Shoreline Community College for expenses incurred while students are enrolled at Shoreline Community College.

UWSOD fees will be collected by Shoreline by course or quarterly charge and be transferred to UWSOD. UWSOD will provide a bill quarterly for these costs.

**Proposal**

\$521.25 fee will be charged on clinical courses (Clinic fee, Malpractice Insurance, & Director fee)

\$648.80 fee will be charged the first and second quarters of the program (Lab, Handpiece, Other Instrument, & SCC all student fees)

\$1148.80 fee will be charged the third through seventh quarters of the program (Lab, Instrument, Handpiece, Other Instrument, & SCC all student fees)

# Memo

**To:** Dawn Beck  
**From:** Mary Burroughs  
**cc:** Clifford Fredrickson, Director of Budget  
**Date:** 4/1/2021  
**Re:** Nursing Assistant Certified Fee Change

## PROPOSED INCREASE OF FEES – NURSING ASSISTANT CERTIFIED PROGRAM

### Background

The NAC program last changed student fees in 2018. At that time, fees were instituted at \$440.50. This was \$22.25 per student less than costs at the time.

Since 2018, there have been increases in costs associated with CPR training, linen service, Pearson-Vue NAC written and skills tests, and Washington State Department of Health licensing fees. This has caused expenses to now exceed revenue by \$73.80 per student.

Finally, with a move to acute care clinicals, we are incurring additional costs. <sup>1,2</sup>

| Fee Item  | Basis for Allocation | Budgeted Costs        |                      | 2021 Fee increase   | Current Costs         |                      |
|---|----------------------|-----------------------|----------------------|---|-----------------------|----------------------|
|   |                      | NAC 103<br>13 credits | NAC 104<br>3 credits |   | NAC 103<br>13 credits | NAC 104<br>3 credits |
| Required certificate: HIV/AIDS training module (removed winter 2021 by RCW) | per student          | \$34.00               |                      | no longer required  |                       |                      |
| Required certificate: CPR training module                                   | per student          | \$60.00               |                      | Increased costs   | \$75.00               |                      |
| WA State Patrol WATCH background check                                      | per student          | \$12.00               |                      | Add Castle Branch for 3 students, distributed over 20 students <sup>1</sup> | \$22.05               |                      |
| Skills lab supplies   | per student          | \$9.50                |                      | Students purchase gloves that are delivered to Lab from bookstore           |                       |                      |
| Skills lab linen service  | per student          | \$150.00              |                      |   | \$150.00              |                      |
| Licensing: NAC state exam fee   | per student          | \$110.00              |                      | Increased costs   | \$124.00              |                      |
| Licensing: NAC state application fee  | per student          | \$65.00               |                      | Increased costs   | \$87.00               |                      |
| Canvas and Web Enhanced content fee (E3 fee)                                | \$1 per credit       | \$13.00               | \$3.00               |   | 13.00                 | 3.00                 |
| Malpractice Insurance fee (MI fee)  | per student          |                       | \$6.25               |   |                       | \$6.25               |
| CPNW  | per student          |                       |                      | Allows students to attend acute-care clinicals <sup>2</sup>                 |                       | \$75.00              |
| <b>TOTALS</b>   |                      | 453.50                | 9.25                 |   | 458.05                | 84.25                |

<sup>1</sup> We experienced 2 students last quarter who passed the Washington State Patrol WATCH background check, but then additional findings were discovered when a more complete background check was performed by the clinical facility. As we are continuing to use this clinical site, we will be assessing the criminal background more thoroughly with students and completing a more complete background check on high-risk students. This will prevent students from enrolling and paying for NAC 103 only to later find they are unable to the clinical course (NAC 104).

<sup>2</sup> In spring 2020, long term care facilities declined access for NAC students due to pandemic restrictions. Most NAC programs in the area moved to simulation-based clinical experiences. Beginning in winter 2021, we secured coveted acute care clinicals for our NAC students. Potential students are choosing to attend our program because we can offer in-person clinicals, and in acute care. This changes to acute care facilities comes with the extra cost of using the state-wide clinical placement service, CPNW. This has also caused significant increase in demand for the program, creating a waiting list for summer quarter before the beginning of spring quarter.

## **Proposal**

Increase NAC 103 course fee to \$460

Increase NAC course fee to \$90