

**SHORELINE COMMUNITY COLLEGE  
BOARD OF TRUSTEES REGULAR MEETING OF MAY 22, 2024**

**3:30 PM Study Session** – Board Room (#1010M), Bldg. 1000

**4:30 PM Regular Session** – Board Room (#1010M), Bldg. 1000

**Remote Option via Zoom:** <https://us02web.zoom.us/j/88349708605> -or-  
(253) 215-8782 ▪ Meeting ID: 883 4970 8605

**AGENDA**

<b>3:30 PM – STUDY SESSION</b>			
NO.	AGENDA ITEM	RESPONSIBILITY	TAB
1.	Convene Study Session	<i>Chair Rebecca Chan</i>	
2.	<ul style="list-style-type: none"> <li>•FY 2024-2025 College Operating Budget</li> <li>•FY 2024-2025 Services &amp; Activities (S&amp;A) Budget</li> </ul>	<ul style="list-style-type: none"> <li>•<i>Joe Mazur, Vice President</i></li> <li>•<i>Sundi Musnicki, Director</i></li> </ul>	
3.	<b>Action: Adjournment of Study Session</b>	<i>Chair Rebecca Chan</i>	
<b>4:30 PM – REGULAR SESSION</b>			
1.	Convene Regular Session & Land Acknowledgement	<i>Chair Rebecca Chan</i>	
2.	Report: Chair, Board of Trustees	<i>Chair Rebecca Chan</i>	
3.	Consent Agenda <ul style="list-style-type: none"> <li>a. Approval of Previous Meeting Minutes               <ul style="list-style-type: none"> <li>•Regular Meeting of 2024 April 24</li> </ul> </li> </ul>	<i>Chair Rebecca Chan</i>	
4.	Communication from the Public Public comment(s) will be presented to the Board verbally. -For attendees attending in-person: Please sign-up to provide a public comment on the speaker sign-in sheet in the Board Room (#1010M) between 4:15 PM–4:30 PM on May 22, 2024. -For attendees connecting online: Please sign up to provide a public comment via the Chat function in Zoom between 4:15 PM–4:30 PM on May 22, 2024. The Board Chair will call upon each speaker signed up to provide public comment. The total public comment period at the May 22, 2024 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 May 22, 2024 meeting, please send written public comment to Board Secretary Lori Yonemitsu at <a href="mailto:lyonemitsu@shoreline.edu">lyonemitsu@shoreline.edu</a> following the May 22, 2024 meeting.)	<i>Chair Rebecca Chan</i>	
5.	<b>Action: Renewal of First Year Tenure Track-Faculty Candidate</b>	<i>Lucas Rucks, Acting Vice President</i>	<b>1</b>
6.	<b>Action: Tenure Considerations</b>	<i>Lucas Rucks, Acting Vice President</i>	<b>2</b>
7.	<b>Report:</b> 2024 All-Washington Academic Team Members (5 minutes)	<i>Jack Kahn, President, Rebecca Ringer, Trustee</i>	
8.	<b>Constituent Report:</b> Shoreline Associated Student Government (5 minutes)	<i>Lina Chung, ASG President</i>	

9.	<b>Constituent Report:</b> Shoreline Classified Staff (WFSE) (5 minutes)	<i>Tirzah Williamson, WFSE Assistant Chief Shop Steward</i>	
10.	<b>Constituent Report:</b> Shoreline Faculty (SCCFT) (5 minutes)	<i>Kristine Petesch, SCCFT President</i>	
11.	<b>Constituent Report:</b> Shoreline Faculty Senate (5 minutes)	<i>Jessica Strickland, Faculty Senate Chair</i>	
12.	<b>Report:</b> College President & Executive Team Representatives (10 minutes) <ul style="list-style-type: none"> <li>• Lucas Rucks, Acting Vice President (Instruction)</li> <li>• Derek Levy, Acting Vice President (Student Services)</li> <li>• Veronica Zura, Executive Director (Human Resources)</li> </ul>	<i>Jack Kahn, President</i>	
13.	<b>Report:</b> Accreditation (5 minutes)	<i>Ann Garnsey-Harter, Associate Vice President</i>	
14.	<b>Report:</b> Finance & Budget (10 minutes)	<i>Joe Mazur, Vice President</i>	
15.	<b>First Reading:</b> Board of Trustees 2025 Regular Meeting Schedule (5 minutes)	<i>Chair Rebecca Chan</i>	<b>3</b>
16.	<b>Waves of Gratitude</b>	<i>Jack Kahn, President</i>	
17.	<b>Report:</b> Closing Remarks – Board of Trustees	<i>Trustees</i>	
18.	<b>Executive Session pursuant to:</b> <ul style="list-style-type: none"> <li>• <a href="#">RCW 42.30.140(4)(a)</a></li> <li>• <a href="#">RCW 42.30.110(1)(i)</a></li> </ul>	<i>Chair Rebecca Chan</i>	
19.	<b>Action: Adjournment</b>	<i>Chair Rebecca Chan</i>	

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The April 24, 2024 study and regular sessions were held via hybrid modality.

- In-person: Board Room (#1010M)-Building 1000
  - Remotely
    - Via link: <https://us02web.zoom.us/j/88349708605>
    - Via telephone: (253) 215-8782 • Meeting ID: 883 4970 8605
- 

### MINUTES – STUDY SESSION

The [study session](#) of the Board of Trustees of Shoreline Community College District Number Seven was called to order by Chair Chan at 3:33 PM. A quorum of the Board was present.

### INSTITUTIONAL EFFECTIVENESS

Planning, Institutional Effectiveness & Project Management Associate Vice President Ann Garnsey-Harter led the [study session on institutional effectiveness](#) and went over a document entitled Shoreline Community College Institutional Mission and Effectiveness (attached).

### ADJOURNMENT OF STUDY SESSION

Motion 24:18: Motion made by Trustee Wells to adjourn the study session.

Motion seconded by Trustee Ringer. All Trustees present for the action item voted *aye* to approve the motion.

Chair Chan adjourned the study session at 4:29 PM.

### MINUTES – REGULAR MEETING (“Session”)

The [regular meeting \(“session”\)](#) of the Board of Trustees of Shoreline Community College District Number Seven was called to order by Chair Chan at 4:35 PM. A quorum of the Board was present.

Chair Chan spoke about the Ching Community Garden, “which is near the College’s main entrance. I went there earlier this month and met some staff and students from the Multicultural Center. This property was recently purchased with the support of the King County Conservation Fund and for me, this garden is an important reminder of redlining and the ingenuity that goes into growing culturally relevant foods that are familiar for immigrant families and our indigenous tribes.”

### MEMBERS PRESENT

Trustees Rebecca Chan, Eben Pobe, Rebecca Ringer, James (Jamie) Stark, and Kim Wells were present either in-person or remotely.

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Assistant Attorney General Tricia Boerger represented the Office of the Attorney General.

### REPORT: CHAIR, BOARD OF TRUSTEES

Chair Chan [highlighted the events](#) she participated in recently, including her work on the Shoreline School District’s Strategic Planning Committee. She added that City of Shoreline Mayor Chris Roberts proclaimed April 19, 2024, the last day of the College’s accreditation visit, as an “Education and Sharing Day in Shoreline.”

The trustees acknowledged Lori Yonemitsu for/on Administrative Professionals’ Day.

### CONSENT AGENDA

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

- a. Minutes from the regular meeting of 2024 March 20
- b. Academic Calendars: 2025-2026; 2026-2027

Motion 24:19:                    Motion made by Trustee Wells to approve the consent agenda.

Motion seconded by Trustee Stark. All Trustees present for the action voted *aye* to approve the motion.

### COMMUNICATION FROM THE PUBLIC

Per the agenda for the April 24, 2024 regular meeting of the Board of Trustees:

Public comment(s) will be presented to the Board verbally.

-For attendees attending in-person: Please sign-up to provide a public comment on the speaker sign-in sheet in the Board Room (#1010M) between 4:15 PM–4:30 PM on April 24, 2024.

-For attendees connecting online: Please sign up to provide a public comment via the Chat function in Zoom between 4:15 PM–4:30 PM on April 24, 2024.

The Board Chair will call upon each speaker signed up to provide public comment. The total public comment period at the April 24, 2024 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 24, 2024 meeting, please send written public comment to Board Secretary Lori Yonemitsu at [lyonemitsu@shoreline.edu](mailto:lyonemitsu@shoreline.edu) following the April 24, 2024 meeting.)

No one signed up to provide public comment(s).

### REPORT: 2022-2023 SABBATICAL LEAVE HIGHLIGHTS

2022-2023 Sabbatical Leave Highlights were presented by:

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- [Professor Alison Armstrong](#) – OER (Open Educational Resources) in Engineering.
- [Professor Joyce Fagel](#) – Expanding the Exploring Health Careers section on her Health Careers Exploration and Preparation Canvas site.
- [Professor Tony Doupé](#) – Community Engagement, Opportunities for Students and Creative Partnerships.

Acting Vice President of Instruction Lucas Rucks read sabbatical leave highlights from:

- [Professor Emeritus Shana Calaway](#) – Developing a Pre-Calculus with Co-Requisite Support Course to give Business & STEM Students a Shorter Path through College Level Math.
- [Professor Scott Main](#) – Positioning himself and the General Motors Automotive Service Educational Program (ASEP) for the Electric Vehicle Future.

#### CONSTITUENT REPORT: SHORELINE ASSOCIATED STUDENT GOVERNMENT

Associated Student Government (ASG) President Lina Chung read a [report](#) (attached) on behalf of Student Life.

#### CONSTITUENT REPORT: SHORELINE CLASSIFIED STAFF (WFSE)

Program Coordinator and Classified Staff Union/WFSE Local 304 Chief Shop Steward Norah Peters read the Classified Staff Union's [report](#) (attached).

#### CONSTITUENT REPORT: SHORELINE FACULTY (SCCFT)

There was no constituent report on behalf of the SCCFT as Professor and SCCFT Local 1950 Union President Kristine Petesch was out ill and unable to attend the April 24, 2024 meeting.

#### CONSTITUENT REPORT: SHORELINE FACULTY SENATE

Faculty member and Faculty Senate Chair Jessica Strickland's [report](#) included congratulating the faculty who went on sabbatical and "brought back amazing knowledge and resources," appreciation to/for Associate Vice President Ann Garnsey-Harter for her work on accreditation, appreciation to/for Acting Vice President Ernest Johnson for speaking with the Faculty Senate about DEIA and plans for Day of Learning, and appreciation to/for her colleagues from the Faculty and Classified Staff unions with whom she has been meeting with regularly.

Faculty Senate Chair Strickland [shared and went over her syllabus template](#) which resulted from work amongst the faculty to decolonize the syllabus.

#### REPORT: COLLEGE PRESIDENT & EXECUTIVE TEAM REPRESENTATIVES

The [report](#) from the College President & Executive Team Representatives included reports from Diversity, Equity, Inclusion & Accessibility Acting Vice President Ernest Johnson and President

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Kahn. (Written April 2024 Report to the Board attached.)

REPORT: ACCREDITATION

Planning, Institutional Effectiveness & Project Management Associate Vice President Ann Garnsey-Harter spoke about the [April 18-19, 2024 accreditation mid-cycle visit](#) to campus.

REPORT: FINANCE & BUDGET

Business & Administrative Services Vice President Joe Mazur went over the [2023-24 Operating Budget and Year-to-Date Revenues and Expenses as of March 31, 2024](#) (attached), the [2023-2024 Grants & Contracts Year-to-Date Revenues and Expenses as of March 31, 2024](#) (attached), and the [Analysis of Parking Operations Department through 4/10/2024 Pay Date](#) (attached).

ACTION: FEE PROPOSALS FOR FY 2024-2025

Instruction: Student Fees

Acting Vice President of Instruction Lucas Rucks went over [tab 2](#) [Action: Fee Proposals for FY 2024-2025—Instruction: Student Fees].

Motion 24:20: Motion made by Trustee Ringer to approve the proposed changes to student fees for FY 2024-2025 that were presented as a first reading at the March 20, 2024 Board of Trustees Meeting and on tab 2.

Motion seconded by Trustee Wells. All Trustees present for the action voted *aye* to approve the motion.

ACTION: EXCEPTIONAL FACULTY AWARDS AMOUNTS

Foundation & Advancement Executive Director Wendy Coates went over [tab 3](#) [Action: Exceptional Faculty Awards Amounts].

Motion 24:21: Motion made by Trustee Wells to approve proposals 1 and 2 as noted (on tab 3).

Motion seconded by Trustee Pobe. All Trustees present for the action voted *aye* to approve the motion.

WAVES OF GRATITUDE

President Kahn expressed appreciation to/for [Dr. Ann Garnsey-Harter for her leadership with accreditation](#).

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### REPORT: CLOSING REMARKS – BOARD OF TRUSTEES

[Trustee Ringer](#) shared that she will be going to Lacey on Thursday, April 25, 2024 for the All-Washington Academic Team ceremony. “We have four students this year who have received that recognition.”

Regarding the Foundation Board, [Trustee Wells](#) shared that “Wendy has built up a community of trust with that Board...”

### EXECUTIVE SESSION

At 6:42 PM, Chair Chan announced that the Board would “convene in executive session for 20 minutes or as extended by the Board to:

- Discuss matters pertaining to collective bargaining pursuant to RCW 42.30.140.(4)(a); and to
- Discuss with legal counsel representing the agency litigation that has been specifically threatened to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, pursuant to RCW 42.30.110 (1)(i).”

Chair Chan noted that upon reconvening in open session following the executive session, the only action taken by the Board will be to adjourn the meeting.

Trustees in attendance in-person, convened in the Central Conference Room (#1020M) in building 1000 for the executive session, and were joined by trustees attending remotely, via virtual meeting.

The executive session commenced at 6:47 PM.

The Board reconvened in open session in the Board Room (#1010M) in building 1000.

### ADJOURNMENT

Motion 24:22: Motion made by Trustee Wells to adjourn the meeting.

Motion seconded by Trustee Ringer. All Trustees present for the action item voted *aye* to approve the motion.

Chair Chan adjourned the meeting at 7:08 PM.

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Signed \_\_\_\_\_  
Rebecca Chan, Chair

Attest: May 22, 2024

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



# Shoreline Community College

## Institutional Mission and Effectiveness

- Per [NWCCU accreditation standards](#), Shoreline must have a mission statement about student success: “Shoreline Community College offers accessible, high-quality education and workforce training that empowers students for success. Rooted in our commitment to diversity, equity, and community engagement, we foster an educational environment that contributes to the enrichment of both our local and global communities.”
- The mission must be measured by student achievement and student learning, and focus on closing equity gaps (see table below).
- The College must have goals and objectives to improve mission fulfillment and institutional effectiveness. [Shoreline’s Equity-Centered Strategic Plan for 2024-2029](#).
- Institutional effectiveness (how well we fulfill our mission) must be measured in comparison to regional and national peers, have acceptable thresholds, and benchmarks: see Student Achievement Benchmarks [methodology](#).
- The College’s continuous process to assess institutional effectiveness will include reporting out on the following performance measures to the Board of Trustees each fall and spring:

Words in mission statement	Mission fulfillment is measured by	Target	Shoreline’s performance	Target met, adequate progress (within 5% of target), or needs improvement (more than 5% below target)
“Offers accessible, high-quality education and workforce training that empowers students for success”	Student Achievement indicators:			
	<u>Persistence</u> : 15 Credits Milestone: completing the first 15 college-level credits in Year 1	58.8%	+4.7% (above target)	Target met (maintain or exceed that level)
	Persistence Equity Gap for Black or African American students	63.6%	-10% (below target)	Needs improvement (more than 5% below target)

Persistence Equity Gap for Native Hawaiian or Other Pacific Islander	63.6%	-13.6% (below target)	Needs improvement (more than 5% below target)
<u>Retention</u> : First Fall to Second Fall: enrolling for the first time in Fall quarter or the Summer preceding, and returning to enroll again in the 2nd year Fall quarter (or completing in the interim)	47.8%	-0.4%	Target met (maintain or exceed that level)
Retention Equity Gap for Black or African American students	43.1%	-4.9% (below target)	Needs improvement (more than 5% below target)
Retention Equity Gap for ages 20-24	47.4%	6.9% (below target)	Needs improvement (more than 5% below target)
Retention Equity Gap for ages 40+	50.6%	-5.5% (below target)	Needs improvement (more than 5% below target)
<u>Completion</u> : completing a credential within three years of entry	27.2%	-1.9% (below target)	Adequate progress (within 5% of target)
Completion Equity Gap for American Indian or Alaska Native	25.4%	-16.3% (below target)	Needs improvement (more than 5% below target)
Completion Equity Gap for Black or African American	25.4%	-9.2% (below target)	Needs improvement (more than 5% below target)
<u>Post-Graduation Success B</u> : Post-College Transfer	33.2%	0.7 (above target)	Target met (maintain or exceed that level)
Post-College Success: Transfer Equity Gap for Black or African American students	33.9%	-13.3% (below target)	Needs improvement (more than 5% below target)
Post-College Success: Transfer Equity Gap for Hispanic or Latino students	28.3%	-6.5% (below target)	Needs improvement (more than 5% below target)
Post-College Success: Transfer Equity Gap for ages 25-29	33.9%	-4.8% (below target)	Needs improvement (more than 5% below target)
Post-College Success: Transfer Equity Gap for ages 40+	33.9%	-7.4% (below target)	Needs improvement (more than 5% below target)
Post-College Success: students who received need-based aid	33.9%	-9.6% (below target)	Needs improvement (more than 5% below target)
<u>Post-Graduation Success A</u> : Post-College Employment	68.1%	-5.2% (below target)	Needs improvement (more than 5% below target)

	Post-Graduation Success A: Post-College Employment Equity Gap for Black or African American students	62.9%	-17.3% (below target)	Needs improvement (more than 5% below target)
	Post-Graduation Success A: Post-College Employment Equity Gap for White students	68.5%	-5.9% (below target)	Needs improvement (more than 5% below target)
	Post-Graduation Success A: Post-College Employment Equity Gap for ages 25-29	69.2%	-9.2% (below target)	Needs improvement (more than 5% below target)
	Post-Graduation Success A: Post-College Employment Equity Gap for ages 30-39	69.4%	-7.4% (below target)	Needs improvement (more than 5% below target)
	Post-Graduation Success A: Post-College Employment Equity Gap for ages 40+	57.8%	-7.8%	Needs improvement (more than 5% below target)
	Post-Graduation Success A: Post-College Employment Equity Gap for Female students	68.9%	-7.1% (below target)	Needs improvement (more than 5% below target)
	Post-Graduation Success: Median Earnings	\$47,558	+\$1,947 (above target)	Target met (maintain or exceed that level)
	<a href="#">Student Learning</a>	75% of students meeting expectations related to a <a href="#">Shoreline Student Learning Outcome (SSLO)</a>	89.8% (in Critical Thinking)	Target met (maintain or exceed that level)
	<a href="#">Student Learning</a>	75% of students meeting expectations related to a <a href="#">Shoreline Student Learning Outcome (SSLO)</a>	75.4% (in Equity & Social Justice)	Target met (maintain or exceed that level)
	Student Learning Equity Gap for Asian students	75.4%	-6.2% (below target)	Needs improvement (more than 5% below target)
	Student Learning Equity Gap for Hispanic or Latino student	75.4%	-29.9% (below target)	Needs improvement (more than 5% below target)
	Student Learning Equity Gap for Male students	75.4%	-9.3% (below target)	Needs improvement (more than 5% below target)

"Rooted in our commitment to diversity, equity"	Employees' feelings of inclusion	Improvement year-over-year	Improved from 2023 to 2024	Target met (maintain or exceed that level)
"Rooted in our commitment to . . . community engagement"	Shoreline's Foundation fundraising activities, specifically the results of the Annual Fundraising event and the end of year campaign	Improvement year-over-year	Improved from 2022 to 2023	Target met (maintain or exceed that level)
"enrichment of . . . our local . . . communities"	The multiplier effect of the economic activity generated by Shoreline Community College's payments to our employees, suppliers, and students each of whom in turn spend their money on additional goods and services in our region	Increase impact over the course of the 2024-2029 Strategic Plan.	\$100M annual economic impact in 2024	Needs to be measured in 2025
"enrichment of . . . our global . . . communities"	The number of students who participate in Study Abroad activities. This is represented below by the programs led by Shoreline Community College faculty and the Washington Community College Consortium for Study Abroad (WCCCSA)	Improvement year-over-year	Improved from 2021-22 to 2022-2023	Needs to be measured in 2023-24 numbers; those numbers will be compiled at end of 23-24 academic year

Good afternoon everyone, I am Lina Chung, the Associated Student Government President. It is an honor to be here to share with you all some exciting updates from Student Life.

Over the last two months, a lot of things have happened around campus. In March, Student Life hosted Disco Night which gave students an opportunity to dress up in their best 70s outfits, take photos, and dance to music played by a live DJ. The following week, International Education hosted their annual Global Showcase that featured booths representing different countries and provided students with an opportunity to share the beauty and culture of their home country. One of my favorite things was seeing students wearing the traditional costumes from their country, smiling with pride as they shared it with everyone. To wrap up the quarter, we hosted Relaxation Stations including trivia and a mario kart tournament, which we hoped would give students a chance to take a break from their studies and relax before final exams.

In addition to these events, a lot of great club activities took place in March as well, including:

- The Korean Culture Club hosting the movie night
- Clay Club hosting a workshop featuring a local artist
- Hong Kong Student Association hosting a karaoke event
- SCCANS (Nursing) hosting their quarterly pinning ceremony for recent graduates

After a quick spring break, we quickly welcomed in the new quarter with another Welcome Week which included breakfast tables, tie-dye station, bowling at Spin Alley, and movie night. Our team partnered with the Student Ambassadors to brave the surprisingly cold weather and provide students with a quick snack on their way to classes, and overall the week went smoothly as we

welcomed new and returning students to what would surely be a busy quarter ahead. Our student representatives also hosted a feedback forum to talk with students about different topics that impact their Shoreline experience, including food service, student services, and campus environment.

It's hard to believe, but almost a month has flown by since the start of spring quarter. Over the last few weeks, the Sustainability & Commuter Option Fee (SCOF) committee has been hard at work planning events for Earth Week that are taking place this week. Events include a Earth Day celebration where students and staff (including Jack and Lori) had a chance to make their own recycled paper, a Nature Walk & Plant Tour hosted by professor Matt Lopez, a presentation by environmental advocate Maanit Goel, and our annual Earth Week Fair which will feature free sustainable swag giveaways, food samples, mushroom kits, trivia, and a recycle challenge.

In other news, Dr. Kahn has provided ASG with an opportunity to discuss the potential naming of campus buildings. We were excited to learn about the future direction of wayfinding at Shoreline and are grateful for the opportunity to play a part in this process. We have also appreciated being able to learn about the accreditation process that the college has undergone, and we are happy to hear that the visit last week went well.

In the midst of all the busy-ness these last few weeks, we've also begun the process of hiring for next year's student staff. We're grateful to have received applications from many motivated students, and we recently conducted a group interview where we had the opportunity to meet some exceptional candidates. We're excited to learn more about them over the next few weeks, to hopefully welcoming a new team on board before the end of the school year. Additionally, elections for ASG President will be taking place from May 1-10. We have two excited candidates who are running and we look forward

to giving the student body an opportunity to meet them at our Presidential Open Forum on May 1<sup>st</sup> at 1-2pm.

Last but not least, the Services & Activities (S&A) fee committee has been hard at work reviewing proposals for next year' s budget and is halfway through presentations from budget managers before deciding on allocations for the next academic year. We have enjoyed hearing about all of the great work that student funded programs have done over the last year, and we look forward to presenting our proposed S&A budget for 2024-2025 at the next BOT meeting.

Thank you.

Thank you, members of the board. My name is Norah Peters. I am the Chief Shop Steward of the Classified staff Union, WFSE local 304 and I would like my comments entered into the record.

On behalf of classified staff, I would like to start off by thanking everyone who worked to make our recent mid-cycle accreditation visit a success. A special thank you to Ann Garnsey-Harter for her hours upon hours of work to help us all align our efforts.

Circling back to my last presentation to the Board, on March 20<sup>th</sup>, I highlighted some of the issues that surround the use of surveys and feedback forms to gather true staff and faculty input. One large area of concern was about the lack of anonymity and the fear of potential retaliation. This concern was particularly highlighted following the VP of Instruction open forum as employees of all levels expressed to myself and other union stewards the problematic nature of asking feedback when there is an internal candidate. I would like to thank Veronica Zura who was able to adjust the forum feedback so that by the VP of Student Services forum, no names were required on the form. It was a simple step, but very appreciated. We look forward to finding more ways for staff to feel safe about giving open and honest feedback.

Now on to the topic of retention and succession planning as it impacts classified staff. Retention is a theme we have brought up and discussed repeatedly. I believe we all understand that retaining a strong workforce is vital to the running of a college. I see and want to acknowledge the efforts to rebuild a sense of community on campus. I am particularly excited to hear about a potential staff focused training day in the works. We talk a lot about retention, and we still have a lot of work to do in that area, but we would be negligent if we did not also look at our succession planning strategies.

I recently had the opportunity to assist a soon to retire staff member, and one of their big concerns was the utter lack of succession planning for classified staff positions. This person is the only one doing their specific job and they would have liked to be able to pass on their institutional and professional knowledge to their successor so that there was no break in the services to students and faculty. They set a retirement date, it was not a shock, but no efforts to find a successor has been made. We wait until a person is gone to replace them and lose so much institutional knowledge in the process. Since 2020, when there was a wave of retirements among classified staff, we have lost an enormous amount of institutional knowledge. It is not in our best interest, or the student's best interest to have to reinvent the wheel every time we lose someone who has been here decades. What can we do better?

Hiring more people would help, especially for one staff member offices, but even that is not the full solution and we have struggled to fill open positions as is. We need to start discussing succession plans for classified staff, how do we cross train for these situations and not further exhaust overworked staff? How can we adjust our hiring process around replacing staff as they retire? These are all concerns that need to be considered and perhaps, (as much as I hesitate to suggest yet another committee), perhaps we need a committee to develop a true succession strategy. I do not have an



easy solution to offer anyone today, but it is a conversation we need to start sooner rather than later and one that weighs on many staff members. Classified staff are committed to the work we provide to this campus and our students, we want to know the baton will not drop when it comes time to pass it on. We hope that by bringing this topic to the Board, we can facilitate open dialogue around the issue and lead to the development of succession strategies that can be shared at a future Board of Trustee meeting.

As always, thank you for your time.

## President's Report

From the desk of Dr. Jack Kahn

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This month, the President's Office has focused on operational tasks and preparing for important events. One important project has been prepping for the official Strategic Plan implementation beginning July 1, 2024. This includes forming the Strategic Action Teams and the materials needed to monitor progress locally and via the web.

April has also brought several searches for members of the Executive Team. We concluded the search for the Vice President of Instruction and the Vice President for Student Services and will begin interviews for the Vice President of Diversity, Equity, Inclusion & Accessibility toward the end of the month. I want to thank all past and present colleagues in acting or interim roles for helping us move this important work forward!

Finally, in preparation for our April 18-19 Accreditation mid-cycle visit, we participated in mock interviews, created posters, and were very excited to demonstrate our progress. I'm looking forward to updating you!



Images from the Seattle Nepali School Falgu Purnima/Holi celebration



## What's Happening on Campus

## President's Report

From the desk of Dr. Jack Kahn

### Events – Spring 2024

Shoreline Community College hosted a series of events since the last Board Meeting.



Photos: Upper Left- Newly tenured faculty from March Board Meeting, Upper Right- Packed house at Shoreline Short Shorts Film Festival, Lower Images: Snapshots from Spring Quarter Welcome Week

## What's Happening on Campus

MULTICULTURAL center

## EID CELEBRATION

### BY MSA & MC

4/10 | 11:30AM - 3:30PM  
Quiet Dining Room

Come celebrate Eid al-fitr with us  
Welcome to Spring Quarter!

Contact: Hsalahi@shoreline.edu  
Tshaker@shoreline.edu

## SNACK & CHAT WITH ASG

YOUR STUDENT GOVERNMENT

THURSDAY, APRIL 4  
2:30PM TO 4:00PM  
PUB 9208

YOU GIVE US FEEDBACK.  
WE GIVE YOU FOOD.

ASG Shoreline

## ASC AFRICAN STUDENT CLUB

JOIN THE ASC FAMILY!  
DISCOVER AFRICAN CULTURE WITH US!!

Every other Friday from  
April 12 (3:30-5pm)  
Room 5208 (Quiet Dining room)

"LISTEN WELL; WISDOM IS THE LIGHT THAT GUIDES THE HEART."  
-CHATGPT

EMAIL: JMACHESO@SHORELINE.EDU  
IG: SCC\_AFRICANSTUDENTSCLUB

Alianza Estudiantil Latina

## Alliance of Latin American Students

Help us create a Latino focused Community in Shoreline CC. Join us for events, activities and a community to support your academic development and involvement on campus. Contact us if you need assistance in translation for educational services, FAFSA, or Shoreline CC services.

Ayudanos a crear una comunidad latina en Shoreline CC. Únete a nuestros eventos, actividades y forma parte de una comunidad enfocada en apoyar tu progreso académico y participación en campus. Contáctanos si necesitas ayuda para traducir servicios educacionales, FAFSA, o servicios de Shoreline CC.

Meetings/Reuniones  
4/17, 4/24, 5/1, 5/22, 6/9 | 2:30-4:30pm | room 5201

First Meeting April 17  
Contact us at: 206.487.3200 ext. 2000  
Email: gdl@alalashoreline.com

Scan for info

Funding provided by your student fees through the scoff grant. FOUNDATIONS OF THRIVING INITIATIVE

## Mindful Living

Every Monday | Room 9201 | 11:30-12:30

You are welcome  
To try out new approaches and start off your week with different types of self care techniques.

Upcoming Events:  
Chocolate & Meditation  
Paint & Meditate

Imaya@shoreline.edu  
@Multiculturalscc

## WELCOME WEEK BOWLING

FRI. 4/5 | 5-7PM | SPIN ALLEY  
Sign up Req'd: [bit.ly/www-bowling](https://bit.ly/www-bowling)

SCC STUDENT LIFE | SCC\_STUDENTLIFE | Shoreline

## Tie Dye Station

bring your own items to dye or use ours while they last!

weds. 4/3 12:30-3:30pm  
PUB Courtyard

Shoreline

## GAME TIME

Multicultural Center  
Room 9201

Don't miss out!  
Join us every  
Wednesday 2-5 PM

- Nintendo Switch
- PS5
- Xbox

tshaker@shoreline.edu



## 10<sup>th</sup> Day Enrollment Report – Spring 2024

### Background

Tenth day census enrollment<sup>1</sup> identifies the number of students officially enrolled in credit courses at the College as of the end of regular registration of a non-summer term. It is intended to provide a snapshot or point-in-time view of enrollment.

### 10<sup>th</sup> Day Enrollment (Spring)

The data presented are for the full-time equivalents (FTE<sup>2</sup>) reflected in the 10<sup>th</sup> day census for Spring 2024 compared to final enrollment figures<sup>3</sup> for the previous 5 spring quarters at Shoreline. Figure 1 presents Total FTE enrollment; Figure 2 displays the relative trends for 3 funding sources for students at the College – State-supported, International Contract, and Running Start. Based on preliminary data, Spring enrollments have seen a 1.2% increase compared to last year's 10<sup>th</sup> day.

Figure 1. Spring 10th Day Census Enrollment - Total Full-Time Equivalent (FTE)

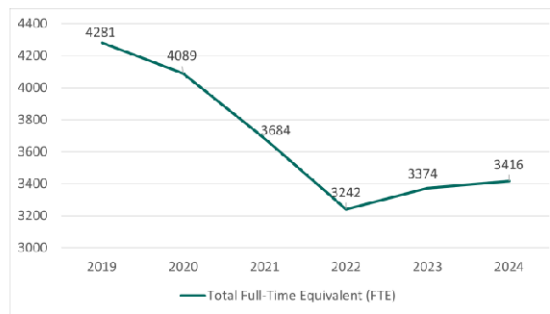
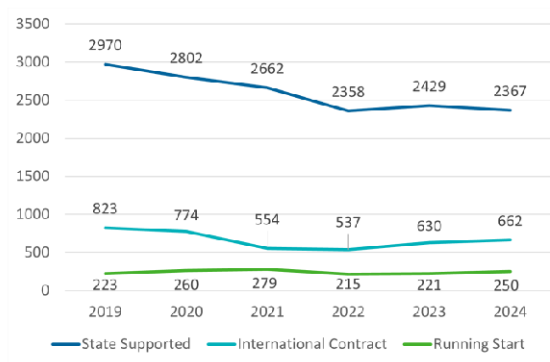


Figure 2. 5-year Spring 10th Day Census Enrollment – Spring -Time Equivalent (FTE) by Select Funding Source



<sup>1</sup> This report illustrates data captured on the 10th class day from the first day of classes, not including weekends or holidays, based on Washington State Board for Community & Technical College Policy Manual [Chapter 5 Section 5.40 Enrollment Census Data](#)

<sup>2</sup> Full-time Equivalent (FTE) = 15 credit hours per term, for the purpose of this report.

<sup>3</sup> The data from 2019-2024 are the 10th-day enrollment data. For final quarter data comparisons, visit SBCTC: [Enrollment Data | SBCTC](#)



## DEPARTMENTAL UPDATES

Our team continues to develop the Strategic Plan for the Outreach & Recruitment department, identifying areas where this team can contribute to the ongoing development of Shoreline's Strategic Enrollment Management. We continue to work on building collaboration between our department and the different academic departments to develop strategies in providing more visibility of our programs to students at local and community events.

Liam O'Connor has transitioned from Outreach & Recruitment for the next three months to oversee the Opportunity Grant. In his place, BrynDel Swift (our new Part-Time Temporary worker) has been backfilling his position since late March, as has already been setting up meetings with individuals and groups who are looking to build bridges with our college and the surrounding community

## OUTREACH EFFORTS

Amy Stapleton welcomed many potential students to campus and led many tours in March, often two tours a day as families figure out next steps, either for next year or planning ahead. Okanogan County/Eastern Washington through WSU/Upward Bound brought a group of 30 for a campus tour. It was successful and resulted in student applications submitted that day. Amy attended UW/Bothell's High School Planning Days, giving four presentations to high school students from surrounding school districts. She did a presentation at North Creek High School in Bothell. Amy led tours for our various Vice President candidates this month.

Katie Rousso continues her work in both the Shorewood and Shorecrest high schools, assisting a large caseload of students who are preparing to graduate from high school and are looking for guidance in post-secondary education. In her capacity, she has assisted students in their application and registration processes, as well as with their FAFSA applications. She also attended the Multi-Language Learners (MLL) parent night at Shorewood.

## Facilities Updates

The 2<sup>nd</sup> phase of Cedar is still underway. Buildings have been demoed, concrete has been poured and is set for the pathways, the artist has stacked off the area for the art pieces, landscape is starting to come together, and EV charging stations have been completed. We will soon be starting on the greenhouse/pond, solar panels, and directional signage.

As for the STEAM project, the lowest bidder is Bayley Construction. We had a quick informal meeting with them to go over the project and will be scheduling a formal pre-construction meeting as soon as they have finalized the contract with DES. Once the NTP (notice to proceed) date has been determined, we will begin the first phase of the STEAM project which is to reroute utilities.

### Minor capital projects underway include:

- 9000 Gender-Neutral restrooms – This project completed on 4/18/24 and the restrooms are open for use. We are very excited to have new gender-neutral restrooms in building 9000. Big thank you to SCOF for funding this project (\$980,000).

### Minor capital projects to be scheduled include:

- Roof repairs – funding has been provided to repair 4 roofs on campus. The Architect is finalizing their assessment to determine the order of repairs.
- Boiler replacements – funding has been provided to replace boilers in 3 buildings (2000, 5000, and 9000). The Architect is providing a bid package for review. Once this has been approved, we will go out to bid.
- Building 3000 bridge – repair undercarriage and seal pedestrian bridge. The Architect has assessed the pedestrian bridge and is working on a bid proposal.
- Transformer – replacement of 2900 building transformer. The Architect has assessed the current transformer and is formalize their proposal for review.

### Non-Minor capital projects to be scheduled include:

- 2900 Learning Center North – Funding has been provided by a King County grant to remodel 2 spaces. We are finalizing the bid proposal and will be going out to bid by the end of April 2024.
- 9000 coffee service – A contract has been awarded to Black Coffee NW to provide onsite coffee service. We are in the early process of converting a space in the 9000-cafeteria area into a coffee area. Our goal is to have a soft opening in the summer.
- Emergency Repairs – We received approval from DES to proceed with emergency repairs in the 1900 building Ladybug room. These repairs are due to water damage from a burst hot water pipe. We are halfway through with the repairs for this contract. Tentative completion will be June 1, 2024.

# Human Resources Updates

May 22, 2024 Board Packet: page 24 of 32

The College's [2024 Day of Learning](#) events occurring on Friday, May 3rd will focus on the themes of "Employee Engagement & Professional Development" throughout the day's activities. The College has partnered with Jeff Harry, CEO of [Rediscover Your Play](#), to provide the keynote session titled "How Gratitude & Play Can Connect Your Staff Back to Their Why". [Afternoon workshops](#) feature a variety of training opportunities for topics such as "Decolonizing Your Syllabus", "Everyday Mediation Skills", and "The Lego Theory of Management: Solving Problems One Piece at a Time". Anniversary milestone achievements will be celebrated across the lunch hour with meals generously provided the College's Foundation Office. A total of 1,215 years across 80 employees are scheduled for recognition.

## Safety & Security Updates

Effective May 2024 forward, Safety & Security will be staffed at a level which provides 2 officers on duty each night. This will greatly increase overnight safety for both campus and our officers as well as allow for better patrol coverage to deter criminal activity.

## Foundation Updates

Scholarship Update: There were 294 applications submitted for the 24/25 annual scholarship cycle, and 23 volunteers are currently reviewing the applications. Approximately, 100 scholarships will be awarded in early June. The Summer 2024 application will open on May 6.

This year, annual scholarship award winners will be invited to attend a Donors and Scholars Dinner where scholarship recipients and the donors who make the scholarships possible will all mingle together. The Foundation's Distinguished Service Award will also be given out at this dinner. Stay tuned for details!

We are looking forward to having our annual SIFF Opening Night Party on Friday May 10th from 5:30 - 7:00. Tickets are \$50 and can be purchased here [SIFF PARTY TIX](#).





Dr. Rucks hosted representatives from the Office of Intergovernmental and External Affairs - Health Resources & Services Administration (HRSA IEA Region 10) to focus on Shoreline Community College Engagement, Public Health Analysis to support addressing health equity and health disparities, Nurse Corps program – provide scholarships and loan repayment to eligible healthcare providers, The HRSA learning about our RN and NAC programs as well as Dental, HIIM, MLT, etc.



Shoreline Community College is now a “preferred partner” with Amazon. Briefly, Amazon will market their Pathways Program (Clean Energy) and the Career Choice program (all of our programs) in their employee dashboard. This is the potential for all Amazon employees (after 90 days of employment) to annually use \$5250 on tuition and fees for any of our for-credit programs. Amazon will market our website and the opportunities to their “associates.” Data-sharing is an annual requirement each spring and we usually also build in a meeting in October – this will be a collaboration on using the data to build more enrollments; Amazon wants to help drive students to Shoreline! Our college reps will include Lucas Rucks (project lead), Joe Mazur (billing/invoicing directly to Amazon), and David Berner (data-sharing, enrollment of Amazon employees)

## Department Updates



Spring Quarter

## IMPORTANT DATES

### April



First Day  
of Instruction

### June



Last Day  
of Instruction

### May



Campus  
Closed



Final Exams



Campus  
Closed



Campus  
Closed



Grades  
Available

### Important Dates:

[Employee Calendar](#)

[College Calendar](#)

[Academic Calendar](#)

### Important College Updates (DAAG)

[Campus Updates 4/11/24](#)

[Introducing Cameron Dollar- Acting Director of Athletics](#)

[Campus Updates 4/4/24](#)

[ID Cards Now Available for Students, Staff & Faculty](#)

[Campus Updates 3/29/24](#)

[Campus Updates 3/22/24](#)

[Save the Date! Cedar Building Grand Opening Celebration 5/2/24](#)

## Important Dates & Updates



## SHORELINE COMMUNITY COLLEGE

### 2023-24 Operating Budget and Year-to-Date Revenues and Expenses As of March 31, 2024

	2023-24 Budget	Year-to-Date Actuals at 3/31/2024	Percent of Total Budget
<b>Operating Revenues</b>			
State Operating Appropriations	\$ 37,722,364	\$ 24,869,664	65.9%
Operating Tuition	8,776,901	8,855,916	100.9% (1),(2)
International Education reimbursement of Operating Budget expenditures	4,895,681	2,447,838	50.0%
Running Start reimbursement of Operating Budget expenditures	1,863,620	931,812	50.0%
CECO reimbursement of Operating Budget expenditures	473,048	236,526	50.0%
CEP	150,000	75,000	50.0%
<b>Total Revenues</b>	<b>\$ 53,881,615</b>	<b>\$ 37,416,756</b>	69.4%
<b>Expenses</b>			
Exempt Employee Salaries and Wages	\$ 5,945,584	4,102,390	69.0% (3)
Full-Time Faculty Salaries and Wages	11,334,725	6,904,835	60.9% (4)
Part-Time Faculty Salaries and Wages	9,652,752	5,662,875	58.7%
Classified Employee Salaries and Wages	6,984,585	4,583,389	65.6%
Hourly, Students and Others Wages	1,128,927	793,261	70.3%
Employee Benefits	10,929,493	6,851,114	62.7%
Personal Services Contracts	568,226	638,291	112.3% (5)
Goods and Services	4,377,387	2,916,755	66.6%
Travel	356,106	107,316	30.1%
Capital Outlays - Fixed Assets	663,906	256,007	38.6%
Computers and Related Hardware	106,289	103,254	97.1%
Client Services and Financial Aid	1,063,635	806,094	75.8%
Debt Service	770,000	-	0.0% (6)
Subtotal	53,881,615	33,725,580	62.6%
Intra Agency Reimbursements	-	-	
<b>Total Expenditures</b>	<b>\$ 53,881,615</b>		0.0%
<b>Surplus (Deficit)</b>	<b>\$ -</b>	<b>\$ 3,691,176</b>	

## Notes:

- (1) 2023-24 Tuition Revenue Budget based upon flat enrollment projection of 12,037 Quarterly FTE or 4,012 Annualized FTE.  
(2) 2023-24 Actual Enrollment through 3/7/2024: 10,116 Quarterly FTE or 3,372 Annualized FTE.  
(3) Number of Employees at 2/29/2024: Full-time: 376, Part-time: 249, Workstudy / Student: 148, Total: 773.  
(4) Does not include Compensation Bargaining or Summer "balloon" payment.  
(5) Funded by lapse salaries and benefits in vacant positions.  
(6) Debt Service Payments occur later in the fiscal year.

## SHORELINE COMMUNITY COLLEGE

### 2023-24 Grants & Contracts Year-to-Date Revenues and Expenses

As of March 31, 2024

<b>Revenues</b>	<b>YTD Grants (Fund 145)</b>	<b>YTD Contracts (Fund 146)</b>	<b>Totals as of 3/31/2024</b>
Intercollege and Interagency Charges & Reimbursements	\$ 664,477	\$ 453,391	\$ 1,117,868
Federal Grants & Contracts	596,558	-	596,558
Local Grants & Contracts	-	8,452,115	8,452,115
Private Grants & Contracts	15,000	619,984	634,984
<b>Total Revenues</b>	<b>\$ 1,276,035</b>	<b>\$ 9,525,491</b>	<b>\$ 10,801,525</b>
<b>Expenses</b>	<b>YTD Grants (Fund 145)</b>	<b>YTD Contracts (Fund 146)</b>	<b>Totals as of 3/31/2024</b>
Exempt Employee Salaries and Wages	\$ 186,742	\$ 527,966	\$ 714,708
Full-Time Faculty Salaries and Wages	79,645	283,244	362,889 (1)
Part-Time Faculty Salaries and Wages	204,936	165,689	370,625
Classified Salaries and Wages	216,561	540,946	757,507
Hourly, Students and Others Wages	65,193	120,814	186,007
Employee Benefits	242,246	557,491	799,737
Personal Services Contracts	27,141	380,310	407,451
Goods and Services	102,353	326,600	428,952
Travel	3,586	166,279	169,865
Capital Outlays - Fixed Assets	8,909	15,602	24,510
Computers and Related Hardware	65,244	112,470	177,715
Client Services and Financial Aid	52,180	421,576	473,756
Debt Service	-	343,636	343,636 (2)
Reimbursement of Operating Budget Expenses	-	3,691,176	3,691,176
<b>Total Expenses</b>	<b>\$ 1,254,736</b>	<b>\$ 7,653,799</b>	<b>\$ 8,908,535</b>
<b>Surplus (Deficit)</b>	<b>\$ 21,298</b>	<b>\$ 1,871,692</b>	<b>\$ 1,892,991</b>

Notes:

(1) Does not include Compensation Bargaining or Summer "balloon" payment.

(2) Payment made by Foundation.

<b>Shoreline Community College</b>		
<b>Analysis of Parking Operations Department</b>		
<b>Through 4/10/2024 Pay Date</b>		
<b>Description</b>		<b>Amount</b>
Cash Deficit through 4/10/2024 Pay Date		(\$4,121,186)
Adjust Payroll and Other Expenses to Correct Depts.		
Fiscal YTD 2023-24	\$ 268,199	
Prior Fiscal Year 2022-23	\$ 743,264	
Prior Fiscal Year 2021-22	\$ 307,804	
Prior Fiscal Year 2020-21	\$ 469,756	
Prior Fiscal Year 2019-20	\$ 392,066	
Subtotal of Expenses Reclassed:	<u>\$ 2,181,089</u>	
Adjusted Amount of Cash Deficit as of 6/30/2019		(\$1,940,097)

<b>Shoreline Community College</b>		
<b>Analysis of Operating and Contracts Reserves to All College Reserves</b>		
<b>April 24, 2024 Board of Trustees Meeting</b>		
Operating Reserves at 7/1/2023:	\$ 6,059,560.00	
Contract Reserves at 7/1/2023:	<u>\$14,607,840.00</u>	
		\$ 20,667,400
All College Reserves at 7/1/2023		
Investment in Plant:	\$ 38,160,298	
Cash in Bank as of 4/14/2024 (unreconciled):	\$ 22,043,602	
Other Current and Long-Term Assets:	<u>\$ 4,007,037</u>	
		\$ 64,210,937
Operating and Contract Reserves as a Percentage of all College Reserves:		32.19%

- Plan, Part 1:**
- Approve use of Operating and Contract Reserves for \$2.2 million of Reclassed Expenses.
  - Future salaries, benefits, and other expenses will be charged to correct operating fund.
  - Next Month: Plan, Part 2, to eliminate deficit and proactively fund going forward.

**SHORELINE COMMUNITY COLLEGE  
DISTRICT NUMBER SEVEN  
BOARD OF TRUSTEES  
REGULAR MEETING OF MAY 22, 2024**

**TAB 1**

**ACTION**

**Subject:       Renewal of First Year Tenure Track Faculty Candidate**

**Background**

The Board received the Appointment Review Committee (ARC) comprehensive evaluation report for a first-year tenure track faculty candidate.

Listed below, the tenure track faculty candidate, teaching field, years on probation, and Appointment Review Committee (ARC) chair.

<b><u>Faculty Member</u></b>	<b><u>Teaching Field</u></b>	<b><u>Years on Probation</u></b>	<b><u>ARC Chair</u></b>
<b>Raphael Smither</b>	Automotive, T-TEN Program (Toyota)	1	Gary Fantozzi

**Recommendation**

At this time, the Board may consider action on the tenure track faculty candidates to either:

1) continue probation or 2) discontinue probation.

Prepared by: Lucas Rucks, Acting Vice President - Instruction  
Shoreline Community College  
May 2024

**SHORELINE COMMUNITY COLLEGE  
DISTRICT NUMBER SEVEN  
BOARD OF TRUSTEES  
REGULAR MEETING OF MAY 22, 2024**

**TAB 2**

**ACTION**

**Subject: Tenure Considerations**

**Background**

The Board received the Appointment Review Committee (ARC) comprehensive evaluation reports and recommendations for third year faculty candidates and met in executive session with the chair of each third year ARC on May 21, 2024.

Listed below are the third-year faculty candidates, teaching field, years on probation, and Appointment Review Committee (ARC) chair(s).

<b><u>Faculty Member</u></b>	<b><u>Teaching Field</u></b>	<b><u>Years on Probation</u></b>	<b><u>ARC Chair</u></b>
<b>Caitlan Maxwell</b>	Library	3	Stephanie Bartlett
<b>Kayleen Kondrack-Caranto</b>	English	3	Dutch Henry
<b>Lauren Valentino Bryant</b>	Library	3	Steve Bogart

**Recommendation**

At this time, the Board has two (2) options: 1) to award tenure or 2) to not award tenure.

Prepared by: Lucas Rucks, Acting Vice President - Instruction  
Shoreline Community College  
May 2024

**SHORELINE COMMUNITY COLLEGE  
DISTRICT NUMBER SEVEN  
BOARD OF TRUSTEES  
REGULAR MEETING OF MAY 22, 2024**

**TAB 3**

**FIRST READING**

**Subject: Board of Trustees 2025 Regular Meeting Schedule**

**Proposed regular meeting dates and time for calendar year 2025**

<b><u>WINTER 2025</u></b>		
<b>January 22, 2025</b> -Study Session: 3:30 PM -Regular Session: <b>4:30 PM</b>	<b>February 26, 2025</b> -Study Session: 3:30 PM -Regular Session: <b>4:30 PM</b>	<b>March 19, 2025</b> <i>(Third Wednesday of the month)</i> -Study Session: 3:30 PM -Regular Session: <b>4:30 PM</b>
<b><u>SPRING 2025</u></b>		
<b>April 23, 2025</b> -Study Session: 3:30 PM -Regular Session: <b>4:30 PM</b>	<b>May 28, 2025</b> -Study Session: 3:30 PM -Regular Session: <b>4:30 PM</b>	<b>June 25, 2025</b> -Study Session: 3:30 PM -Regular Session: <b>4:30 PM</b>
<b><u>SUMMER 2025</u></b>		
<b>July 16, 2025</b> <i>(Third Wednesday of the month)</i> -Regular Session: <b>4:30 PM</b>		
<b><u>FALL 2025</u></b>		
<b>September 24, 2025</b> -Study Session: 3:30 PM -Regular Session: <b>4:30 PM</b>	<b>October 22, 2025</b> -Study Session: 3:30 PM -Regular Session: <b>4:30 PM</b>	<b>December 3, 2025</b> <i>(First Wednesday of the month)</i> -Study Session: 3:30 PM -Regular Session: <b>4:30 PM</b>

Prepared by: Lori Yonemitsu  
 Executive Assistant to the President  
 Shoreline Community College  
 May 2024